



**Town of Altavista, Virginia  
Meeting Agenda Town Council  
Town Council Regular Meeting**

**Tuesday, August 8, 2023  
6:00 PM - Council's Chambers  
510 Seventh Street  
Altavista, VA 24517**

**1. CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE**

*Pastor David Sage, Grace Community Church, will deliver the Invocation for this meeting.*

**2. AGENDA ADOPTION**

**3. RECOGNITIONS AND PRESENTATIONS**

3.A [Employee Changes - July 2023](#)

**4. CITIZEN'S TIME (NON-AGENDA ITEMS ONLY)**

*Citizen's wishing to address Council should provide their name and address. Citizen comments are limited to (3) minutes, with a total of (15) minutes allotted for this purpose. Please note: Citizen's Time is NOT a question-and-answer session between the public and Council.*

**5. PARTNER UPDATES**

*This is an opportunity for our Community Partners to share their recent involvements in the community; and to give Town Council information and updates regarding upcoming events and activities.*

5.A [Staunton River Memorial Library \(SRML\)](#)

**6. CONSENT AGENDA**

6.A [Monthly Financial Reports - July 2023](#)

[Attachment 1. July 2023 Check Register](#)

[Attachment 2. July 2023 Revenue Report](#)

[Attachment 3. July 2023 Expenditure Report](#)

[Attachment 4. July 2023 Reserve Balance Investment Report](#)

6.B [Town Council Meeting Minutes](#)

[attachment 1. Altavista Town Council RM 7.11.23](#)

[attachment 2. Altavista Town Council WS Minutes 7.25.23](#)

6.C [Administration Office Surplus](#)

[Attachment. Surplus Items - Administration Office 2023](#)

6.D [FY2023 Carryover Requests](#)

[Attachment 1. Memo to Council FY 2023 Year End Carryovers](#)

6.E [Pittsylvania Ave. washout - Contractor Approval](#)

[attachment 1. Pitts Ave Concrete Foundations quote](#)

**7. PUBLIC HEARING(S)**

## **8. NEW BUSINESS**

- 8.A [Utility Improvements - Reimbursement Resolution for Potential New Borrowing Attachment 1. Reimbursement Resolution for 2023 General Obligation Bond](#)
- 8.B [Request from Automated Industrial Technologies](#)
- 8.C [Splash Pad](#)

## **9. UNFINISHED BUSINESS**

## **10. REPORTS AND COMMUNICATIONS**

- 10.A [Departmental Reports - Finance](#)
  - [Attachment 1. Meals Tax Report](#)
  - [Attachment 2. Sales Tax Report](#)
  - [Attachment 3. Lodging Tax Report](#)
  - [Attachment 4. Cigarette Tax Report](#)
- 10.B [Utility Reports and Updates](#)
  - [July 2023 Monthly Report for Council Members 2z.pdf](#)
  - [July 2023 Monthly Report for Council Members 2z1.pdf](#)
  - [STATUS REPORT MELINDA HPZ PROJECT 8-01-2023.pdf](#)
  - [STATUS REPORT AMI PROJECT 8-01-2023.pdf](#)
  - [STATUS REPORT FILTER IMPROVERMENT PROJECT 8-01-2023.pdf](#)
  - [STATUS REPORT FRAIZER ROAD DRAINAGE PROJECT 8-01-2023.pdf](#)
  - [STATUS REPORT VDEM GENERATORS 8-01-2023.pdf](#)
  - [STATUS REPORT SPRINGS SCADA PROJECT 8-01-2023.pdf](#)
  - [STATUS REPORT CLARIFIER #3 PROJECT 8-01-2023.pdf](#)
  - [STATUS REPORT WWTP ELECTRICAL PROJECT 8-01-2023.pdf](#)
  - [STATUS REPORT WWTP UV 8-01-23.pdf](#)
  - [STATUS REPORT WWTP PER 8-1-23.pdf](#)
  - [STATUS REPORT FOR SEDIMENTATION PROJECT 08-01-2023.pdf](#)
- 10.C [Public Services Monthly Reports - July 2023](#)
  - [attachment 1. FLEET\\_MAINTENANCE\\_DEPARTMENT-JULY\\_2023.docx](#)
  - [attachment 2. STREET\\_DEPARTMENT\\_MONTHLY\\_REPORT-\\_JULY\\_2023.docx](#)
  - [attachment 3. BUILDINGS\\_AND\\_GROUNDS\\_MONTHLY\\_REPORT\\_JULY\\_2023 \(3\).docx](#)
- 10.D [APD Monthly Reports - July 2023](#)
  - [attachment 1. APD Monthly Activity Report-July 2023](#)
  - [attachment 2. APD Patrol on 29-July 2023](#)
- 10.E [Altavista Town Council Meeting Calendars](#)
  - [attachment 1. Altavista Town Council Meeting Calendar-August 2023](#)
  - [attachment 2. Altavista Town Council Meeting Calendar - Sept. 2023](#)

## **11. MATTERS FROM COUNCIL**

## **12. CLOSED SESSION**

12.A Town Council Closed Session  
attachment. Closed Session 8.08.23 - Section 2.2-3711(A)(3)

**13. ADJOURNMENT**

*THE TOWN OF ALTAVISTA IS COMMITTED TO FULL COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT STANDARDS. TRANSLATION SERVICES, ASSISTANCE OR ACCOMODATION REQUESTS FROM PERSONS WITH DISABILITIES ARE TO BE REQUESTED NOT LESS THAN 3 WORKING DAYS BEFORE THE DAY OF THE EVENT. PLEASE CALL (434) 369-5001 FOR ASSISTANCE.*



TOWN OF ALTAVISTA  
TOWN COUNCIL  
REGULAR MEETING  
August 8, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 3.A

**RECOGNITIONS AND PRESENTATIONS**

**Title: Employee Changes - July 2023**

**Staff Resource: Jo Ann Myers, Human Resources**

---

**Action(s):**

Informational Item

**Explanation:**

**Milestone:**

Paul Hill, Assistant Director of Public Services - **5 years**

**New Hire:**

Cody Putnam, WTP, Water Trainee

**Departure:**

Joshua Farmer, WTP/WWTP, Facilities Maintenance Mechanics Specialist

**Background:**

**Funding Source(s):**

**Attachments:** *(click item to open)*



TOWN OF ALTAVISTA  
TOWN COUNCIL  
REGULAR MEETING  
August 8, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 5.A

**PARTNER UPDATES**

**Title: Staunton River Memorial Library (SRML)**

**Staff Resource: Tim Blankenship, SRML/Altavista Library, and Jordan Welborn, Campbell County Library**

---

**Action(s):**

Receive information and give input.

**Explanation:**

The SRML, with assistance from the Campbell County Library System, is seeking input (and possible direction) from Town Council in regards to placing a storage building on the outside of the library.

**Background:**

**Funding Source(s):**

**Attachments:** *(click item to open)*



TOWN OF ALTAVISTA  
TOWN COUNCIL  
REGULAR MEETING  
August 8, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 6.A

**CONSENT AGENDA**

**Title: Monthly Financial Reports - July 2023**

**Staff Resource: Tobie Shelton, Director of Finance and Administration**

---

**Action(s):**

Approve monthly financial reports as presented.

**Explanation:**

**Background:**

**Funding Source(s):**

**Attachments:** *(click item to open)*

*Attachment 1. July 2023 Check Register*

*Attachment 2. July 2023 Revenue Report*

*Attachment 3. July 2023 Expenditure Report*

*Attachment 4. July 2023 Reserve Balance Investment Report*

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
45038	84	ALTAVISTA JOURNAL	07/06/2023	480.43		00	OUTSTANDING	
45039	886	AT&T MOBILITY	07/06/2023	2,079.73		00	OUTSTANDING	
45040	103	BEACON CREDIT UNION	07/06/2023	230.00		00	OUTSTANDING	
45041	583	CAMPBELL COUNTY PUBLIC LIBRARY	07/06/2023	1,076.00		00	OUTSTANDING	
45042	20	J JOHNSON ELLER JR	07/06/2023	2,500.00		00	OUTSTANDING	
45043	182	MID-ATLANTIC WASTE SYSTEMS	07/06/2023	43.45		00	OUTSTANDING	
45044	1	MIRANDA DINKLE	07/06/2023	25.00		00	OUTSTANDING	
45045	1063	MISSIONSQUARE - 304831	07/06/2023	470.00		00	OUTSTANDING	
45046	85	TREASURER OF VA /CHILD SUPPORT	07/06/2023	933.27		00	OUTSTANDING	
45047	110	VUPS INC	07/06/2023	72.45		00	OUTSTANDING	
45048	1096	ALLONE HEALTH SOUTH LLC	07/14/2023	1,625.00		00	OUTSTANDING	
45049	6	ALTAVISTA AREA YMCA	07/14/2023	25,000.00		00	OUTSTANDING	
45050	303	ALTAVISTA CHAMBER OF COMMERCE	07/14/2023	11,250.00		00	OUTSTANDING	
45051	170	ALTAVISTA ON TRACK	07/14/2023	13,795.00		00	OUTSTANDING	
45052	11	AVOCA	07/14/2023	20,535.00		00	OUTSTANDING	
45053	162	BENNETT'S MECHANICAL COMPANY I	07/14/2023	200.00		00	OUTSTANDING	
45054	12	BRENNTAG MID-SOUTH INC	07/14/2023	11,394.88		00	OUTSTANDING	
45055	294	BUSINESS CARD	07/14/2023	22,428.07		00	OUTSTANDING	
45056	1064	CIVICPLUS, LLC	07/14/2023	250.00		00	OUTSTANDING	
45057	120	CORE & MAIN LP	07/14/2023	1,198.68		00	OUTSTANDING	
45058	874	CORPORATE MEDICAL SERVICES	07/14/2023	149.88		00	OUTSTANDING	
45059	1	CORY S. EARHART	07/14/2023	845.83		00	OUTSTANDING	
45060	887	CVPDC	07/14/2023	1,823.48		00	OUTSTANDING	
45061	994	LARRY DALTON	07/14/2023	500.00		00	OUTSTANDING	
45062	164	DMV	07/14/2023	750.00		00	OUTSTANDING	
45063	36	DOMINION VIRGINIA POWER	07/14/2023	30,986.37		00	OUTSTANDING	
45064	1097	ELLIOTT'S AUTO SALES, INC.	07/14/2023	4,750.00		00	OUTSTANDING	
45065	301	ENGLISH'S LLC	07/14/2023	316.97		00	OUTSTANDING	
45066	118	FERGUSON ENTERPRISES LLC	07/14/2023	1,233.79		00	OUTSTANDING	
45067	38	FIRST NATIONAL BANK	07/14/2023	376,829.69		00	OUTSTANDING	
45068	119	FOSTER ELECTRIC CO INC	07/14/2023	2,640.00		00	OUTSTANDING	
45069	9999998	FREY, RACHEL	07/14/2023	150.00		00	OUTSTANDING	
45070	916	GRANITE TELECOMMUNICATIONS	07/14/2023	843.66		00	OUTSTANDING	
45071	50	GRETNA TIRE INC	07/14/2023	980.00		00	OUTSTANDING	
45072	386	IDS SECURITY	07/14/2023	72.00		00	OUTSTANDING	
45073	566	INTEGRATED TECHNOLOGY GROUP IN	07/14/2023	18,645.74		00	OUTSTANDING	
45074	407	JMJ COMPANIES INC	07/14/2023	498.55		00	OUTSTANDING	
45075	9999998	Layne, Jesse	07/14/2023	150.00		00	OUTSTANDING	
45076	717	LYNCHBURG REGIONAL BUSINESS AL	07/14/2023	4,205.00		00	OUTSTANDING	
45077	1	MANPOWERGROUP, INC	07/14/2023	101.36		00	OUTSTANDING	
45078	300	NAPA AUTO PARTS	07/14/2023	1,469.10		00	OUTSTANDING	
45079	1095	NATIONAL POOLS OF ROANOKE INC.	07/14/2023	2,146.00		00	OUTSTANDING	
45080	454	O'REILLY AUTOMOTIVE INC	07/14/2023	661.00		00	OUTSTANDING	
45081	67	ORKIN PEST CONTROL LLC	07/14/2023	437.96		00	OUTSTANDING	
45082	9999998	PANNELL, RADFORD	07/14/2023	150.00		00	OUTSTANDING	
45083	884	PITNEY BOWES/RESERVE ACCOUNT	07/14/2023	3,000.00		00	OUTSTANDING	
45084	510	RIVER VALLEY RESOURCES LLC	07/14/2023	39.75		00	OUTSTANDING	
45085	857	RIVERSTREET NETWORKS	07/14/2023	1,533.11		00	OUTSTANDING	
45086	9999998	ROSSER, AMBER	07/14/2023	150.00		00	OUTSTANDING	
45087	1070	STANTEC CONSULTING SERVICES IN	07/14/2023	990.00		00	OUTSTANDING	
45088	78	SUPERION LLC/CENTRALSQUARE CO	07/14/2023	85,624.90		00	OUTSTANDING	

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
45089	35	TREASURER OF VA/VITA	07/14/2023	5.85		00	OUTSTANDING	
45090	90	TREASURERS ASSOC OF VA	07/14/2023	250.00		00	OUTSTANDING	
45091	1020	TRUIST GOVERNMENTAL FINANCE	07/14/2023	73,817.21		00	OUTSTANDING	
45092	92	UNIFIRST CORP	07/14/2023	2,541.38		00	OUTSTANDING	
45093	95	UNITED WAY OF CENTRAL VA	07/14/2023	12.00		00	OUTSTANDING	
45094	601	VACORP	07/14/2023	501.73		00	OUTSTANDING	
45095	1083	VIRGINIA BUSINESS SYSTEMS	07/14/2023	214.82		00	OUTSTANDING	
45096	104	VIRGINIA LOCAL GOVT MGMT ASS	07/14/2023	248.56		00	OUTSTANDING	
45097	107	VIRGINIA MUNICIPAL LEAGUE	07/14/2023	2,286.00		00	OUTSTANDING	
45098	756	WAGWORKS INC	07/14/2023	108.55		00	OUTSTANDING	
45099	793	XEROX FINANCIAL SERVICES	07/14/2023	645.25		00	OUTSTANDING	
45100	9	AFLAC	07/20/2023	3,332.43		00	OUTSTANDING	
45101	498	ALTAVISTA INSTRUMENTS & CONTROL	07/20/2023	300.00		00	OUTSTANDING	
45102	84	ALTAVISTA JOURNAL	07/20/2023	763.50		00	OUTSTANDING	
45103	103	BEACON CREDIT UNION	07/20/2023	230.00		00	OUTSTANDING	
45104	162	BENNETT'S MECHANICAL COMPANY I	07/20/2023	987.50		00	OUTSTANDING	
45105	12	BRENNTAG MID-SOUTH INC	07/20/2023	2,416.40		00	OUTSTANDING	
45106	16	CAMPBELL COUNTY UTILITIES & SE	07/20/2023	6,715.50		00	OUTSTANDING	
45107	120	CORE & MAIN LP	07/20/2023	2,323.53		00	OUTSTANDING	
45108	125	CVCJA	07/20/2023	196.90		00	OUTSTANDING	
45109	569	DIAMOND PAPER CO INC	07/20/2023	1,372.40		00	OUTSTANDING	
45110	1075	DOLAN GROUP LLC	07/20/2023	1,850.00		00	OUTSTANDING	
45111	924	ENGINEERING CONCEPTS INC	07/20/2023	20,829.30		00	OUTSTANDING	
45112	118	FERGUSON ENTERPRISES LLC	07/20/2023	80.36		00	OUTSTANDING	
45113	41	FISHER SCIENTIFIC	07/20/2023	266.08		00	OUTSTANDING	
45114	50	GRETNA TIRE INC	07/20/2023	950.00		00	OUTSTANDING	
45115	52	HACH COMPANY	07/20/2023	4,215.50		00	OUTSTANDING	
45116	1098	INDUCTIVE AUTOMATION	07/20/2023	3,715.20		00	OUTSTANDING	
45117	366	INGERSOLL RAND COMPANY	07/20/2023	2,625.12		00	OUTSTANDING	
45118	58	INSTRUMENTATION SERVICES INC	07/20/2023	708.00		00	OUTSTANDING	
45119	407	JMJ COMPANIES INC	07/20/2023	.00	07/26/2023	00	VOID	498.55
45120	646	KD COUNTRY	07/20/2023	110.00		00	OUTSTANDING	
45121	218	MINNESOTA LIFE	07/20/2023	234.86		00	OUTSTANDING	
45122	1063	MISSIONSQUARE - 304831	07/20/2023	470.00		00	OUTSTANDING	
45123	9999998	MOORE'S ELECTRICAL & MECH.	07/20/2023	150.00		00	OUTSTANDING	
45124	816	PACE ANAYLTICAL SERVICES LLC	07/20/2023	1,350.90		00	OUTSTANDING	
45125	358	PHILLIPS EQUIPMENT CORPORATION	07/20/2023	3,925.37		00	OUTSTANDING	
45126	1094	POINT EMBLEMS	07/20/2023	875.00		00	OUTSTANDING	
45127	1080	POWERDMS, INC	07/20/2023	5,972.00		00	OUTSTANDING	
45128	9999998	STONE, LISA	07/20/2023	150.00		00	OUTSTANDING	
45129	85	TREASURER OF VA /CHILD SUPPORT	07/20/2023	933.27		00	OUTSTANDING	
45130	1100	UNITED STATES TREASURY	07/20/2023	262.26		00	OUTSTANDING	
45131	136	USABBLUEBOOK	07/20/2023	356.75		00	OUTSTANDING	
45132	1069	AMERICAN NATIONAL BANK & TRUST	07/27/2023	132,293.75		00	OUTSTANDING	
45133	1036	AMTEK COMPANY, INC.	07/27/2023	604.00		00	OUTSTANDING	
45134	91	ANTHEM BLUE CROSS/BLUE SHIELD	07/27/2023	44,562.00		00	OUTSTANDING	
45135	667	ASHWELL'S TREE SERVICE LLC	07/27/2023	2,000.00		00	OUTSTANDING	
45136	9999998	BABOUN, MONIQUE	07/27/2023	250.00		00	OUTSTANDING	
45137	162	BENNETT'S MECHANICAL COMPANY I	07/27/2023	591.00		00	OUTSTANDING	
45138	1058	BRIGHTSPEED	07/27/2023	621.76		00	OUTSTANDING	
45139	9999999	CAB WEST LLC	07/27/2023	311.36		00	OUTSTANDING	



CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
45140	1	CHUCK NEWMAN	07/27/2023	100.00		00	OUTSTANDING	
45141	9999997	COFFEY, BILLY	07/27/2023	8.90		00	OUTSTANDING	
45142	32	CONTROL EQUIPMENT CO INC	07/27/2023	1,076.94		00	OUTSTANDING	
45143	120	CORE & MAIN LP	07/27/2023	5,194.79		00	OUTSTANDING	
45144	1093	CRYSTAL BAY ENTERPRISES, INC.	07/27/2023	21.98		00	OUTSTANDING	
45145	125	CVCJA	07/27/2023	7,080.00		00	OUTSTANDING	
45146	569	DIAMOND PAPER CO INC	07/27/2023	599.01		00	OUTSTANDING	
45147	164	DMV	07/27/2023	65.00		00	OUTSTANDING	
45148	9999997	DRISKILL, LINDA	07/27/2023	88.90		00	OUTSTANDING	
45149	1	ELBA BUTCHER SHOPPE	07/27/2023	1,969.00		00	OUTSTANDING	
45150	1	EMBERS	07/27/2023	3,000.00		00	OUTSTANDING	
45151	119	FOSTER ELECTRIC CO INC	07/27/2023	808.00		00	OUTSTANDING	
45152	50	GRETNA TIRE INC	07/27/2023	1,248.00		00	OUTSTANDING	
45153	52	HACH COMPANY	07/27/2023	183.85		00	OUTSTANDING	
45154	9999997	HAMMACK, SUSAN	07/27/2023	7.85		00	OUTSTANDING	
45155	305	HAWKINS-GRAVES INC	07/27/2023	2,425.00		00	OUTSTANDING	
45156	9999997	HUNT, ELIZABETH	07/27/2023	33.90		00	OUTSTANDING	
45157	332	HURT & PROFFITT INC	07/27/2023	1,400.00		00	OUTSTANDING	
45158	1	HUT AMERICAN GROUP LLC	07/27/2023	536.61		00	OUTSTANDING	
45159	892	J & J PORTAPOTTY INC	07/27/2023	270.00		00	OUTSTANDING	
45160	9999997	MABRY, DAVID W	07/27/2023	2.60		00	OUTSTANDING	
45161	9999997	NICHOLS, STEVE & SHEILA	07/27/2023	8.90		00	OUTSTANDING	
45162	67	ORKIN PEST CONTROL LLC	07/27/2023	437.96		00	OUTSTANDING	
45163	80	SOUTHSIDE ELECTRIC COOP	07/27/2023	1,094.13		00	OUTSTANDING	
45164	1089	T-MOBILE USA INC.	07/27/2023	61.60		00	OUTSTANDING	
45165	818	THE POWER CONNECTION	07/27/2023	306.91		00	OUTSTANDING	
45166	872	TIAA, FSB	07/27/2023	153.00		00	OUTSTANDING	
45167	136	USABLUEBOOK	07/27/2023	513.77		00	OUTSTANDING	
45168	100	VIRGINIA DEPT OF HEALTH	07/27/2023	5,037.00		00	OUTSTANDING	
45169	9999997	WAHABI, NAWAL	07/27/2023	25.65		00	OUTSTANDING	

BANK: 00 \*\*\*\*\*

NO. OF CHECKS:	132	CHECKS OUTSTANDING	1,023,052.25 ***	
OUTSTANDING CHECKS:	131	RECONCILED CHECKS:	VOID CHECKS: 1	
	1,022,553.70	.00	.00	498.55

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
-------------	--------------	----------------	---------------	-----------------	-----------------	--------------	--------	--------------------

NO. OF CHECKS:	132	TOTAL CHECKS	1,023,052.25	***				
OUTSTANDING CHECKS:	131	RECONCILED CHECKS:	VOID CHECKS:	1				
	1,022,553.70		.00	.00				498.55

TOWN OF ALTAVISTA  
REVENUE REPORT  
8% OF YEAR LAPSED

ACCOUNTING PERIOD 01/2024

TOWN OF ALTAVISTA

FUND 010		GENERAL FUND								
ACCOUNT		ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
<hr/>										
300		TAXES								
301		PROPERTY TAXES								
	01 00	REAL PROPERTY CURRENT	31,718	558.78	2	31,718	558.78	2	380,620	380,061.22
301	**	PROPERTY TAXES	31,718	558.78	2	31,718	558.78	2	380,620	380,061.22
302		PUBLIC SERVICE								
	01 00	REAL & PERSONAL CURRENT	6,610	.00		6,610	.00		79,330	79,330.00
302	**	PUBLIC SERVICE	6,610	.00		6,610	.00		79,330	79,330.00
303		PERSONAL PROPERTY								
	01 00	CURRENT	24,000	4,184.35	17	24,000	4,184.35	17	288,000	283,815.65
	03 00	PPTRA	8,333	535.02	6	8,333	535.02	6	100,000	99,464.98
303	**	PERSONAL PROPERTY	32,333	4,719.37	15	32,333	4,719.37	15	388,000	383,280.63
304		MACHINERY & TOOLS								
	01 00	CURRENT	160,416	.00		160,416	.00		1,925,000	1,925,000.00
304	**	MACHINERY & TOOLS	160,416	.00		160,416	.00		1,925,000	1,925,000.00
305		MOBILE HOME								
	01 00	CURRENT	10	2.65	27	10	2.65	27	130	127.35
305	**	MOBILE HOME	10	2.65	27	10	2.65	27	130	127.35
306		PENALTIES & INTEREST								
	01 00	PENALTIES	500	717.10	143	500	717.10	143	6,000	5,282.90
	02 00	INTEREST	291	530.84	182	291	530.84	182	3,500	2,969.16
306	**	PENALTIES & INTEREST	791	1,247.94	158	791	1,247.94	158	9,500	8,252.06
307		LOCAL								
	01 00	SALES & USE	20,000	19,095.06	96	20,000	19,095.06	96	240,000	220,904.94
	02 00	ELECTRIC, GAS & TELEPHONE	9,500	9,421.98	99	9,500	9,421.98	99	114,000	104,578.02
	03 00	MOTOR VEHICLE LICENSES	3,833	1,791.35	47	3,833	1,791.35	47	46,000	44,208.65
	04 00	BANK STOCK	15,833	.00		15,833	.00		190,000	190,000.00
	05 00	HOTEL & MOTEL	9,750	8,405.94	86	9,750	8,405.94	86	117,000	108,594.06
	06 00	MEAL	110,000	113,397.74	103	110,000	113,397.74	103	1,320,000	1,206,602.26
	08 00	CONTAINER RENTAL FEE	133	.00		133	.00		1,600	1,600.00
	09 00	COMMUNICATIONS TAX	2,416	2,255.76	93	2,416	2,255.76	93	29,000	26,744.24
	10 00	TRANSIT PASSENGER REVENUE	416	.00		416	.00		5,000	5,000.00
	11 00	CIGARETTE TAX	8,333	.00		8,333	.00		100,000	100,000.00
	12 00	MOBILE RESTAURANT PERMIT	8	.00		8	.00		100	100.00
307	**	LOCAL	180,222	154,367.83	86	180,222	154,367.83	86	2,162,700	2,008,332.17
308		LICENSES, PERMITS & FEES								

TOWN OF ALTAVISTA

FUND 010 GENERAL FUND										
ACCOUNT		ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
	01 01	CONTRACTORS	375	.00		375	.00		4,500	4,500.00
	01 02	RETAIL SALES	5,250	.00		5,250	.00		63,000	63,000.00
	01 03	FINANCIAL, RE & PROF	458	.00		458	.00		5,500	5,500.00
	01 04	REPAIRS & PERSONAL SVC	833	.00		833	.00		10,000	10,000.00
	01 05	WHOLESALE BUSINESS	33	.00		33	.00		400	400.00
	01 06	UTILITIES	83	.00		83	.00		1,000	1,000.00
	01 07	HOTELS	83	.00		83	.00		1,000	1,000.00
	01 *	BUSINESS LICENSE FEES	7,115	.00		7,115	.00		85,400	85,400.00
	02 01	ZONING,SIGN,HOME OCCUPATN	187	210.00	112	187	210.00	112	2,250	2,040.00
308	**	LICENSES, PERMITS & FEES	7,302	210.00	3	7,302	210.00	3	87,650	87,440.00
300	***	TAXES	419,402	161,106.57		419,402	161,106.57		5,032,930	4,871,823.43
310		FINES & FORFEITURES								
310	01 00	COURT FINES	833	1,572.21	189	833	1,572.21	189	10,000	8,427.79
	02 00	PARKING FINES	16	50.00	313	16	50.00	313	200	150.00
	03 00	TRAFFIC CAMERA TKTS	0	15,350.00		0	15,350.00		0	15,350.00-
310	**		849	16,972.21	1999	849	16,972.21	1999	10,200	6,772.21-
310	***	FINES & FORFEITURES	849	16,972.21		849	16,972.21		10,200	6,772.21-
320		INVESTMENT EARNINGS								
321	02 00	INTEREST INTEREST INCOME	0	46,586.41		0	46,586.41		0	46,586.41-
321	**	INTEREST	0	46,586.41		0	46,586.41		0	46,586.41-
320	***	INVESTMENT EARNINGS	0	46,586.41		0	46,586.41		0	46,586.41-
330		CHARGES FOR SERVICES								
331		RENTS								
	01 00	RENTAL OF GENERAL PROP	208	400.00	192	208	400.00	192	2,500	2,100.00
	01 01	PAVILION RENTALS	125	75.00	60	125	75.00	60	1,500	1,425.00
	01 02	BOOKER BUILDING RENTALS	458	100.00	22	458	100.00	22	5,500	5,400.00
	01 03	SPARK INNOVATION CENTER	3,000	1,068.73	36	3,000	1,068.73	36	36,000	34,931.27
	01 *	RENTAL OF GENERAL PROP	3,791	1,643.73	43	3,791	1,643.73	43	45,500	43,856.27
	02 00	RENTAL OF REAL PROP	8,250	10,979.02	133	8,250	10,979.02	133	99,000	88,020.98
331	**	RENTS	12,041	12,622.75	105	12,041	12,622.75	105	144,500	131,877.25
336		LOANS								
336	**	LOANS	0	.00		0	.00		0	.00

TOWN OF ALTAVISTA

FUND 010		GENERAL FUND		*****	CURRENT	*****	*****	YEAR-TO-DATE	*****	ANNUAL	UNREALIZED
ACCOUNT		ACCOUNT DESCRIPTION		ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
337	01 00	CODE ENFORCEMENT		41	.00		41	.00		500	500.00
337	**	CODE ENFORCEMENT		41	.00		41	.00		500	500.00
330	***	CHARGES FOR SERVICES		12,082	12,622.75		12,082	12,622.75		145,000	132,377.25
340		INTERGOVERNMENTAL REVENUE									
341		STATE									
	03 00	RAILROAD ROLLING STOCK		1,308	2.05		1,308	2.05		15,700	15,697.95
	04 00	DCJS GRANT		8,166	.00		8,166	.00		98,000	98,000.00
	06 00	RENTAL TAX		83	164.62	198	83	164.62	198	1,000	835.38
	08 00	MISC STATE GRANT		1,250	.00		1,250	.00		15,000	15,000.00
	08 *	MISC STATE GRANT		1,250	.00		1,250	.00		15,000	15,000.00
	11 00	VDOT CONTRACTUAL SERVICES		250	.00		250	.00		3,000	3,000.00
	12 00	VDOT PD GRANT - OVERTIME		416	.00		416	.00		5,000	5,000.00
	13 00	STATE TRANSIT REVENUE		2,282	32,351.00	1418	2,282	32,351.00	1418	27,390	4,961.00-
	17 *	BROWNFIELD ASSESSMNT GRNT		0	.00		0	.00		0	.00
341	**	STATE		13,755	32,517.67	236	13,755	32,517.67	236	165,090	132,572.33
342		COUNTY									
	02 00	LITTER GRANT		200	.00		200	.00		2,400	2,400.00
	03 00	FIRE DEPT FUEL REIMB		1,083	558.56	52	1,083	558.56	52	13,000	12,441.44
342	**	COUNTY		1,283	558.56	44	1,283	558.56	44	15,400	14,841.44
343		FEDERAL									
	04 00	FEDERAL TRANSIT REVENUE		7,601	4,648.00	61	7,601	4,648.00	61	91,220	86,572.00
343	**	FEDERAL		7,601	4,648.00	61	7,601	4,648.00	61	91,220	86,572.00
340	***	INTERGOVERNMENTAL REVENUE		22,639	37,724.23		22,639	37,724.23		271,710	233,985.77
350		OTHER REVENUE									
351		MISCELLANEOUS									
	01 00	SALES OF SUPPLIES & MAT		1,666	.00		1,666	.00		20,000	20,000.00
	01 *	SALES OF SUPPLIES & MAT		1,666	.00		1,666	.00		20,000	20,000.00
	03 00	CASH DISCOUNTS		8	.00		8	.00		100	100.00
	04 00	MISCELLANEOUS		1,708	1,059.80-	62	1,708	1,059.80-	62	20,500	21,559.80
	04 02	HURT / LIGHTS		16	.00		16	.00		200	200.00
	04 03	HURT / SOLID WASTE COLL		3,241	6,588.42	203	3,241	6,588.42	203	38,900	32,311.58
	04 04	ESTATE OF ROBERTA F JENKS		683	689.32	101	683	689.32	101	8,200	7,510.68

TOWN OF ALTAVISTA

-----									
FUND 010 GENERAL FUND									
-----									
ACCOUNT	ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
-----									
04 *	MISCELLANEOUS	5,648	6,217.94	110	5,648	6,217.94	110	67,800	61,582.06
08 00	REIMB OF INSURANCE CLAIM	0	1,000.00		0	1,000.00		0	1,000.00-
351 **	MISCELLANEOUS	7,322	7,217.94	99	7,322	7,217.94	99	87,900	80,682.06
350 ***	OTHER REVENUE	7,322	7,217.94		7,322	7,217.94		87,900	80,682.06
360	OTHER FINANCING SOURCES								
361	TRANSFER IN								
01 01	RESERVE MAIN. FUNDS	5,833	.00		5,833	.00		70,000	70,000.00
01 *	FROM RESERVES	5,833	.00		5,833	.00		70,000	70,000.00
03 01	DESIGNATED	1,583	.00		1,583	.00		19,000	19,000.00
361 **	TRANSFER IN	7,416	.00		7,416	.00		89,000	89,000.00
362	PROCEEDS FROM LTD								
362 **	PROCEEDS FROM LTD	0	.00		0	.00		0	.00
360 ***	OTHER FINANCING SOURCES	7,416	.00		7,416	.00		89,000	89,000.00
FUND TOTAL	GENERAL FUND	469,710	282,230.11		469,710	282,230.11		5,636,740	5,354,509.89

TOWN OF ALTAVISTA

FUND 020 STATE HIGHWAY REIMB FUND										
ACCOUNT		ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
320		INVESTMENT EARNINGS								
321		INTEREST								
02	00	INTEREST INCOME	0	4,737.11		0	4,737.11		0	4,737.11-
321	**	INTEREST	0	4,737.11		0	4,737.11		0	4,737.11-
320	***	INVESTMENT EARNINGS	0	4,737.11		0	4,737.11		0	4,737.11-
340		INTERGOVERNMENTAL REVENUE								
341		STATE								
	07 00	STREET & HIGHWAY MAINT	68,250	.00		68,250	.00		819,000	819,000.00
	07 01	CARRYOVER OF FUNDS	35,168	.00		35,168	.00		422,020	422,020.00
	07 *	STREET & HIGHWAY MAINT	103,418	.00		103,418	.00		1,241,020	1,241,020.00
341	**	STATE	103,418	.00		103,418	.00		1,241,020	1,241,020.00
340	***	INTERGOVERNMENTAL REVENUE	103,418	.00		103,418	.00		1,241,020	1,241,020.00
350		OTHER REVENUE								
351		MISCELLANEOUS								
351	**	MISCELLANEOUS	0	.00		0	.00		0	.00
350	***	OTHER REVENUE	0	.00		0	.00		0	.00
360		OTHER FINANCING SOURCES								
361		TRANSFER IN								
361	**	TRANSFER IN	0	.00		0	.00		0	.00
360	***	OTHER FINANCING SOURCES	0	.00		0	.00		0	.00
FUND TOTAL		STATE HIGHWAY REIMB FUND	103,418	4,737.11		103,418	4,737.11		1,241,020	1,236,282.89

TOWN OF ALTAVISTA

FUND 030 LIBRARY FUND										
ACCOUNT		ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
<hr/>										
320		INVESTMENT EARNINGS								
321		INTEREST								
321	**	INTEREST	0	.00		0	.00		0	.00
320	***	INVESTMENT EARNINGS	0	.00		0	.00		0	.00
350		OTHER REVENUE								
351		MISCELLANEOUS								
351	**	MISCELLANEOUS	0	.00		0	.00		0	.00
350	***	OTHER REVENUE	0	.00		0	.00		0	.00
360		OTHER FINANCING SOURCES								
361		TRANSFER IN								
361	**	TRANSFER IN	0	.00		0	.00		0	.00
360	***	OTHER FINANCING SOURCES	0	.00		0	.00		0	.00
FUND TOTAL LIBRARY FUND			0	.00		0	.00		0	.00



TOWN OF ALTAVISTA

FUND 050 WATER & SEWER FUND										
ACCOUNT		ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
<hr/>										
320		INVESTMENT EARNINGS								
321		INTEREST								
	02 00	INTEREST INCOME	0	17,755.34		0	17,755.34		0	17,755.34-
321	**	INTEREST	0	17,755.34		0	17,755.34		0	17,755.34-
320	***	INVESTMENT EARNINGS	0	17,755.34		0	17,755.34		0	17,755.34-
330		CHARGES FOR SERVICES								
332		WATER CHARGES								
	01 00	INDUSTRIAL	166,250	176,257.50	106	166,250	176,257.50	106	1,995,000	1,818,742.50
	02 00	BUSINESS & RESIDENTIAL	29,750	14,108.56	47	29,750	14,108.56	47	357,000	342,891.44
	03 00	OUTSIDE COMMUNITY	16,625	13,292.88	80	16,625	13,292.88	80	199,500	186,207.12
	04 00	WATER CONNECTION FEES	179	.00		179	.00		2,150	2,150.00
	05 00	BULK WATER PURCHASE	416	3.00	1	416	3.00	1	5,000	4,997.00
332	**	WATER CHARGES	213,220	203,661.94	96	213,220	203,661.94	96	2,558,650	2,354,988.06
333		SEWER CHARGES								
	01 00	INDUSTRIAL	170,833	177,670.40	104	170,833	177,670.40	104	2,050,000	1,872,329.60
	02 00	BUSINESS & RESIDENTIAL	25,625	10,018.30	39	25,625	10,018.30	39	307,500	297,481.70
	03 00	OUTSIDE COMMUNITY	239	548.79	230	239	548.79	230	2,870	2,321.21
	04 00	SEWER CONNECTION FEES	166	.00		166	.00		2,000	2,000.00
	05 00	SEWER SURCHARGES	12,500	32,569.78	261	12,500	32,569.78	261	150,000	117,430.22
333	**	SEWER CHARGES	209,363	220,807.27	106	209,363	220,807.27	106	2,512,370	2,291,562.73
334		WATER & SEWER								
	00 00	WATER & SEWER	583	1,799.62	309	583	1,799.62	309	7,000	5,200.38
	01 01	MONTHLY	4,416	4,416.75	100	4,416	4,416.75	100	53,000	48,583.25
	01 02	QUARTERLY	12,083	475.80	4	12,083	475.80	4	145,000	144,524.20
	01 *	BASE RATE FEE	16,499	4,892.55	30	16,499	4,892.55	30	198,000	193,107.45
334	**	WATER & SEWER	17,082	6,692.17	39	17,082	6,692.17	39	205,000	198,307.83
330	***	CHARGES FOR SERVICES	439,665	431,161.38		439,665	431,161.38		5,276,020	4,844,858.62
340		INTERGOVERNMENTAL REVENUE								
341		STATE								
	19 00	VRA	0	31,245.00		0	31,245.00		0	31,245.00-
341	**	STATE	0	31,245.00		0	31,245.00		0	31,245.00-
343		FEDERAL								
	09 *	CARES MONEY	0	.00		0	.00		0	.00

TOWN OF ALTAVISTA											
FUND 050		WATER & SEWER FUND									
ACCOUNT		ACCOUNT DESCRIPTION		***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
343	**	FEDERAL		0	.00		0	.00		0	.00
340	***	INTERGOVERNMENTAL REVENUE		0	31,245.00		0	31,245.00		0	31,245.00-
350		OTHER REVENUE									
351		MISCELLANEOUS									
	04 00	MISCELLANEOUS		1,666	250.00	15	1,666	250.00	15	20,000	19,750.00
	04 *	MISCELLANEOUS		1,666	250.00	15	1,666	250.00	15	20,000	19,750.00
351	**	MISCELLANEOUS		1,666	250.00	15	1,666	250.00	15	20,000	19,750.00
350	***	OTHER REVENUE		1,666	250.00		1,666	250.00		20,000	19,750.00
360		OTHER FINANCING SOURCES									
361		TRANSFER IN									
	01 00	FROM RESERVES		583	.00		583	.00		7,000	7,000.00
	01 02	ARPA FUNDING		91,667	.00		91,667	.00		1,100,000	1,100,000.00
	01 *	FROM RESERVES		92,250	.00		92,250	.00		1,107,000	1,107,000.00
	03 *	GENERAL FUND		0	.00		0	.00		0	.00
	11 00	BOND PROCEEDS		484,125	.00		484,125	.00		5,809,500	5,809,500.00
	12 00	LOAN FORGIVENESS PRGR		170,042	.00		170,042	.00		2,040,500	2,040,500.00
361	**	TRANSFER IN		746,417	.00		746,417	.00		8,957,000	8,957,000.00
362		PROCEEDS FROM LTD									
362	**	PROCEEDS FROM LTD		0	.00		0	.00		0	.00
360	***	OTHER FINANCING SOURCES		746,417	.00		746,417	.00		8,957,000	8,957,000.00
FUND TOTAL		WATER & SEWER FUND		1,187,748	480,411.72		1,187,748	480,411.72		14,253,020	13,772,608.28

TOWN OF ALTAVISTA

FUND 060 AGENCY / DONATION FUND										
ACCOUNT		ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
320		INVESTMENT EARNINGS								
321		INTEREST								
02	00	INTEREST INCOME	0	.78		0	.78		0	.78-
321	**	INTEREST	0	.78		0	.78		0	.78-
320	***	INVESTMENT EARNINGS	0	.78		0	.78		0	.78-
350		OTHER REVENUE								
351		MISCELLANEOUS								
351	**	MISCELLANEOUS	0	.00		0	.00		0	.00
350	***	OTHER REVENUE	0	.00		0	.00		0	.00
360		OTHER FINANCING SOURCES								
361		TRANSFER IN								
361	**	TRANSFER IN	0	.00		0	.00		0	.00
360	***	OTHER FINANCING SOURCES	0	.00		0	.00		0	.00
FUND TOTAL AGENCY / DONATION FUND			0	.78		0	.78		0	.78-

TOWN OF ALTAVISTA

FUND 070 COMMUNITY IMPROV FUND										
ACCOUNT		ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
<hr/>										
320		INVESTMENT EARNINGS								
321		INTEREST								
321	**	INTEREST	0	.00		0	.00		0	.00
320	***	INVESTMENT EARNINGS	0	.00		0	.00		0	.00
330		CHARGES FOR SERVICES								
335		RECREATION								
335	**	RECREATION	0	.00		0	.00		0	.00
336		LOANS								
336	**	LOANS	0	.00		0	.00		0	.00
330	***	CHARGES FOR SERVICES	0	.00		0	.00		0	.00
340		INTERGOVERNMENTAL REVENUE								
341		STATE								
341	**	STATE	0	.00		0	.00		0	.00
343		FEDERAL								
343	**	FEDERAL	0	.00		0	.00		0	.00
340	***	INTERGOVERNMENTAL REVENUE	0	.00		0	.00		0	.00
350		OTHER REVENUE								
351		MISCELLANEOUS								
04	*	MISCELLANEOUS	0	.00		0	.00		0	.00
351	**	MISCELLANEOUS	0	.00		0	.00		0	.00
350	***	OTHER REVENUE	0	.00		0	.00		0	.00
360		OTHER FINANCING SOURCES								
361		TRANSFER IN								
361	**	TRANSFER IN	0	.00		0	.00		0	.00
360	***	OTHER FINANCING SOURCES	0	.00		0	.00		0	.00
FUND TOTAL		COMMUNITY IMPROV FUND	0	.00		0	.00		0	.00

TOWN OF ALTAVISTA

FUND 090		CEMETERY FUND									
ACCOUNT		ACCOUNT DESCRIPTION		***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
300			TAXES								
308			LICENSES, PERMITS & FEES								
	02 02		BURIAL	1,437	1,450.00	101	1,437	1,450.00	101	17,250	15,800.00
308	**		LICENSES, PERMITS & FEES	1,437	1,450.00	101	1,437	1,450.00	101	17,250	15,800.00
300	***		TAXES	1,437	1,450.00		1,437	1,450.00		17,250	15,800.00
320			INVESTMENT EARNINGS								
321			INTEREST								
	02 00		INTEREST INCOME	0	794.34		0	794.34		0	794.34-
321	**		INTEREST	0	794.34		0	794.34		0	794.34-
320	***		INVESTMENT EARNINGS	0	794.34		0	794.34		0	794.34-
350			OTHER REVENUE								
351			MISCELLANEOUS								
	02 00		SALE OF REAL ESTATE	666	.00		666	.00		8,000	8,000.00
351	**		MISCELLANEOUS	666	.00		666	.00		8,000	8,000.00
350	***		OTHER REVENUE	666	.00		666	.00		8,000	8,000.00
360			OTHER FINANCING SOURCES								
361			TRANSFER IN								
	03 00		GENERAL FUND	5,966	.00		5,966	.00		71,600	71,600.00
361	**		TRANSFER IN	5,966	.00		5,966	.00		71,600	71,600.00
360	***		OTHER FINANCING SOURCES	5,966	.00		5,966	.00		71,600	71,600.00
FUND TOTAL		CEMETERY FUND		8,069	2,244.34		8,069	2,244.34		96,850	94,605.66
GRAND TOTAL				1,768,945	769,624.06		1,768,945	769,624.06		21,227,630	20,458,005.94

-----  
REPORT SELECTIONS

Fiscal year . . . . . : 2024  
All Funds  
All Departments  
All Divisions  
Suppress accounts with zero balances . . . . : Y  
-----

FUND 010 GENERAL FUND			DEPT/DIV 1001 COUNCIL/COUNCIL									
BA ELE OBJ	ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****			ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP				
-----												
40		ADMINISTRATION										
400		COUNCIL / PLANNING COMM										
	10	SALARIES AND WAGES										
	10 01	TOWN COUNCIL	2166	2166.69	100	2166	2166.69	100	.00	26000	23833.31	8
	10 **	SALARIES AND WAGES	2166	2166.69	100	2166	2166.69	100	.00	26000	23833.31	8
	20	BENEFITS										
	20 02	FICA	166	165.73	100	166	165.73	100	.00	2000	1834.27	8
	20 **	BENEFITS	166	165.73	100	166	165.73	100	.00	2000	1834.27	8
	30	CONTRACTUAL SERVICES										
	30 14	MISC & PROFESSIONAL SVCS	416	.00	0	416	.00	0	.00	5000	5000.00	0
	30 26	IT NETWRK/WEBSITE SUPPORT	737	56.00	8	737	56.00	8	.00	8850	8794.00	1
	30 **	CONTRACTUAL SERVICES	1153	56.00	5	1153	56.00	5	.00	13850	13794.00	0
	50	OTHER CHARGES										
	50 08	TELECOMMUNICATIONS	208	.00	0	208	.00	0	.00	2500	2500.00	0
	50 16	PUBLIC OFFICIAL LIAB INSU	75	.00	0	75	.00	0	.00	900	900.00	0
	50 26	CONVENTIONS & EDUCATIONS	125	.00	0	125	.00	0	.00	1500	1500.00	0
	50 32	MISCELLANEOUS	125	.00	0	125	.00	0	.00	1500	1500.00	0
	50 **	OTHER CHARGES	533	.00	0	533	.00	0	.00	6400	6400.00	0
400	** **	COUNCIL / PLANNING COMM	4018	2388.42	59	4018	2388.42	59	.00	48250	45861.58	5
40	** **	ADMINISTRATION	4018	2388.42	59	4018	2388.42	59	.00	48250	45861.58	5
DIV	1001	TOTAL ***** COUNCIL	4018	2388.42	59	4018	2388.42	59	.00	48250	45861.58	5
DEPT	10	TOTAL ***** COUNCIL	4018	2388.42	59	4018	2388.42	59	.00	48250	45861.58	5

FUND 010 GENERAL FUND			DEPT/DIV 1101 GENERAL GOVERNMENT/ADMINISTRATION									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----												
40		ADMINISTRATION										
401		ADMINISTRATION										
	10	SALARIES AND WAGES										
	10 02	REGULAR	39021	34432.47	88	39021	34432.47	88	.00	468260	433827.53	7
	10 04	OVERTIME	158	22.51	14	158	22.51	14	.00	1900	1877.49	1
	10 10	PERSONAL EMPLOYEE VEH	0	461.54	0	0	461.54	0	.00	0	461.54-	0
	10 **	SALARIES AND WAGES	39179	34916.52	89	39179	34916.52	89	.00	470160	435243.48	7
	20	BENEFITS										
	20 02	FICA	2997	2419.25	81	2997	2419.25	81	.00	35970	33550.75	7
	20 04	VA RETIREMENT SYSTEM	4160	3015.86	73	4160	3015.86	73	.00	49920	46904.14	6
	20 06	GROUP MEDICAL INSURANCE	5225	5221.74	100	5225	5221.74	100	.00	62700	57478.26	8
	20 08	GROUP LIFE INSURANCE	522	516.24	99	522	516.24	99	.00	6270	5753.76	8
	20 10	WORKER'S COMP	4583	553.56	12	4583	553.56	12	.00	55000	54446.44	1
	20 12	EMPLOYEE EDUCATION ASSIST	41	.00	0	41	.00	0	.00	500	500.00	0
	20 14	EMPLOYEE ASSIST PROGRAM	135	1625.00	1204	135	1625.00	1204	.00	1630	5.00	100
	20 16	OTHER EMPLOYEE BENEFITS	2457	50.00	2	2457	50.00	2	.00	29490	29440.00	0
	20 18	VRS HYBRID EMPLOYER CONTR	0	801.96	0	0	801.96	0	.00	0	801.96-	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	288.74	0	0	288.74	0	.00	0	288.74-	0
	20 **	BENEFITS	20120	14492.35	72	20120	14492.35	72	.00	241480	226987.65	6
	30	CONTRACTUAL SERVICES										
	30 02	PROFESSIONAL SVCS - COBRA	150	.00	0	150	.00	0	.00	1800	1800.00	0
	30 04	LEGAL SERVICES	2208	.00	0	2208	.00	0	.00	26500	26500.00	0
	30 06	ADVERTISING	1916	.00	0	1916	.00	0	.00	23000	23000.00	0
	30 08	MAINTENANCE SVC CONTRACTS	7987	85772.46	1074	7987	85772.46	1074	.00	95850	10077.54	90
	30 10	INDEPENDENT AUDITOR	1794	.00	0	1794	.00	0	.00	21530	21530.00	0
	30 12	ENGIN & ARCHITECTURAL SVC	416	.00	0	416	.00	0	.00	5000	5000.00	0
	30 14	MISC & PROFESSIONAL SVCS	2083	.00	0	2083	.00	0	.00	25000	25000.00	0
	30 17	RANDOM DRUG SCREENING	116	.00	0	116	.00	0	.00	1400	1400.00	0
	30 26	IT NETWRK/WEBSITE SUPPORT	5966	4122.38	69	5966	4122.38	69	.00	71600	67477.62	6
	30 **	CONTRACTUAL SERVICES	22636	89894.84	397	22636	89894.84	397	.00	271680	181785.16	33
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	1250	.00	0	1250	.00	0	.00	15000	15000.00	0
	50 04	HEATING SERVICES	250	.00	0	250	.00	0	.00	3000	3000.00	0
	50 06	POSTAL SERVICES	1083	3000.00	277	1083	3000.00	277	.00	13000	10000.00	23
	50 08	TELECOMMUNICATIONS	1125	131.87	12	1125	131.87	12	.00	13500	13368.13	1
	50 10	PROPERTY INSURANCE	875	.00	0	875	.00	0	.00	10500	10500.00	0
	50 12	MOTOR VEHICLE INSURANCE	50	.00	0	50	.00	0	.00	600	600.00	0
	50 14	SURETY BONDS	19	.00	0	19	.00	0	.00	230	230.00	0
	50 18	GENERAL LIABILITY INSUR	291	.00	0	291	.00	0	.00	3500	3500.00	0
	50 26	CONVENTIONS & EDUCATIONS	500	.00	0	500	.00	0	.00	6000	6000.00	0
	50 28	DUES & ASSOC MEMBERSHIPS	892	8161.56	915	892	8161.56	915	.00	10710	2548.44	76
	50 30	REFUNDS	41	.00	0	41	.00	0	.00	500	500.00	0
	50 32	MISCELLANEOUS	1041	399.16	38	1041	399.16	38	231.25	12500	11869.59	5
	50 34	MISCELLANEOUS REIMB	16	.00	0	16	.00	0	.00	200	200.00	0
	50 **	OTHER CHARGES	7433	11692.59	157	7433	11692.59	157	231.25	89240	77316.16	13



FUND 010 GENERAL FUND			DEPT/DIV 1101 GENERAL GOVERNMENT/ADMINISTRATION									
BA ELE OBJ	ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----												
40		ADMINISTRATION										
401		ADMINISTRATION										
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	2170	1844.50	85	2170	1844.50	85	908.48	26050	23297.02	11
	60 04	REPAIRS & MAINTENANCE	2108	201.98	10	2108	201.98	10	.00	25300	25098.02	1
	60 06	FUELS & LUBRICANTS	125	.00	0	125	.00	0	.00	1500	1500.00	0
	60 12	BOOKS & SUBSCRIPTIONS	8	.00	0	8	.00	0	.00	100	100.00	0
	60 **	MATERIALS & SUPPLIES	4411	2046.48	46	4411	2046.48	46	908.48	52950	49995.04	6
	81	CAPITAL OUTLAY - REPLACE										
	81 04	EDP EQUIP REPLACEMENT	1975	6976.77	353	1975	6976.77	353	3420.93	23700	13302.30	44
	81 **	CAPITAL OUTLAY - REPLACE	1975	6976.77	353	1975	6976.77	353	3420.93	23700	13302.30	44
401	** **	ADMINISTRATION	95754	160019.55	167	95754	160019.55	167	4560.66	1149210	984629.79	14
40	** **	ADMINISTRATION	95754	160019.55	167	95754	160019.55	167	4560.66	1149210	984629.79	14
DIV	1101	TOTAL *****										
		ADMINISTRATION	95754	160019.55	167	95754	160019.55	167	4560.66	1149210	984629.79	14
DEPT	11	TOTAL *****										
		GENERAL GOVERNMENT	95754	160019.55	167	95754	160019.55	167	4560.66	1149210	984629.79	14

FUND 010 GENERAL FUND			DEPT/DIV 3101 PUBLIC SAFETY/POLICE DEPARTMENT									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----												
50		PUBLIC SAFETY										
501		POLICE DEPARTMENT										
	10	SALARIES AND WAGES										
	10 02	REGULAR	68057	65425.91	96	68057	65425.91	96	.00	816690	751264.09	8
	10 04	OVERTIME	1833	2610.87	142	1833	2610.87	142	.00	22000	19389.13	12
	10 06	DMV GRANT OVERTIME	416	.00	0	416	.00	0	.00	5000	5000.00	0
	10 08	PD RESIDENCY STIPEND	925	925.04	100	925	925.04	100	.00	11100	10174.96	8
	10 12	TAKE HOME CAR PROGRAM	708	.00	0	708	.00	0	.00	8500	8500.00	0
	10 **	SALARIES AND WAGES	71939	68961.82	96	71939	68961.82	96	.00	863290	794328.18	8
	20	BENEFITS										
	20 02	FICA	5417	5022.02	93	5417	5022.02	93	.00	65010	59987.98	8
	20 04	VA RETIREMENT SYSTEM	7242	7051.36	97	7242	7051.36	97	.00	86910	79858.64	8
	20 06	GROUP MEDICAL INSURANCE	8787	8225.20	94	8787	8225.20	94	.00	105450	97224.80	8
	20 08	GROUP LIFE INSURANCE	910	886.38	97	910	886.38	97	.00	10930	10043.62	8
	20 16	OTHER EMPLOYEE BENEFITS	945	.00	0	945	.00	0	.00	11340	11340.00	0
	20 **	BENEFITS	23301	21184.96	91	23301	21184.96	91	.00	279640	258455.04	8
	30	CONTRACTUAL SERVICES										
	30 06	ADVERTISING	125	110.00	88	125	110.00	88	.00	1500	1390.00	7
	30 08	MAINTENANCE SVC CONTRACTS	250	.00	0	250	.00	0	.00	3000	3000.00	0
	30 16	PHYSICALS	181	.00	0	181	.00	0	.00	2180	2180.00	0
	30 18	R & M ELECTRONICS	16	.00	0	16	.00	0	.00	200	200.00	0
	30 26	IT NETWRK/WEBSITE SUPPORT	5350	7874.50	147	5350	7874.50	147	.00	64210	56335.50	12
	30 **	CONTRACTUAL SERVICES	5922	7984.50	135	5922	7984.50	135	.00	71090	63105.50	11
	50	OTHER CHARGES										
	50 08	TELECOMMUNICATIONS	1433	318.33	22	1433	318.33	22	.00	17200	16881.67	2
	50 10	PROPERTY INSURANCE	208	.00	0	208	.00	0	.00	2500	2500.00	0
	50 12	MOTOR VEHICLE INSURANCE	500	.00	0	500	.00	0	.00	6000	6000.00	0
	50 18	GENERAL LIABILITY INSUR	416	.00	0	416	.00	0	.00	5000	5000.00	0
	50 24	SUBSISTANCE & LODGING	833	.00	0	833	.00	0	.00	10000	10000.00	0
	50 26	CONVENTIONS & EDUCATIONS	833	.00	0	833	.00	0	.00	10000	10000.00	0
	50 28	DUES & ASSOC MEMBERSHIPS	750	7080.00	944	750	7080.00	944	.00	9000	1920.00	79
	50 29	ACCREDITATION PROGRAM	375	.00	0	375	.00	0	.00	4500	4500.00	0
	50 32	MISCELLANEOUS	83	.00	0	83	.00	0	.00	1000	1000.00	0
	50 37	COMMUNITY ENGAGEMENT	125	.00	0	125	.00	0	.00	1500	1500.00	0
	50 **	OTHER CHARGES	5556	7398.33	133	5556	7398.33	133	.00	66700	59301.67	11
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	1154	1209.08	105	1154	1209.08	105	595.51	13850	12045.41	13
	60 03	K-9 MAINTENANCE	83	.00	0	83	.00	0	.00	1000	1000.00	0
	60 04	REPAIRS & MAINTENANCE	166	.00	0	166	.00	0	.00	2000	2000.00	0
	60 06	FUELS & LUBRICANTS	3083	93.32	3	3083	93.32	3	.00	37000	36906.68	0
	60 08	VEHICLE & EQUIP R&M	1166	3.25	0	1166	3.25	0	.00	14000	13996.75	0
	60 10	UNIFORMS	1083	196.90	18	1083	196.90	18	.00	13000	12803.10	2
	60 16	DRUG INVESTIGATING	500	.00	0	500	.00	0	.00	6000	6000.00	0
	60 25	SMALL EQUIPMENT	125	.00	0	125	.00	0	.00	1500	1500.00	0
	60 48	AMMUNITION & BATTERIES	666	.00	0	666	.00	0	.00	8000	8000.00	0
	60 **	MATERIALS & SUPPLIES	8026	1502.55	19	8026	1502.55	19	595.51	96350	94251.94	2

FUND 010 GENERAL FUND			DEPT/DIV 3101 PUBLIC SAFETY/POLICE DEPARTMENT			*****CURRENT***** YEAR-TO-DATE*****							
BA	ELE	OBJ	ACCOUNT							ANNUAL	UNENCUMB.	%	
SUB		SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----													
50			PUBLIC SAFETY										
501			POLICE DEPARTMENT										
	81		CAPITAL OUTLAY - REPLACE										
	81	02	VEHICLE REPLACEMENT	9166	.00	0	9166	.00	0	.00	110000	110000.00	0
	81	**	CAPITAL OUTLAY - REPLACE	9166	.00	0	9166	.00	0	.00	110000	110000.00	0
501	**	**	POLICE DEPARTMENT	123910	107032.16	86	123910	107032.16	86	595.51	1487070	1379442.33	7
50	**	**	PUBLIC SAFETY	123910	107032.16	86	123910	107032.16	86	595.51	1487070	1379442.33	7
DIV	3101		TOTAL *****										
			POLICE DEPARTMENT	123910	107032.16	86	123910	107032.16	86	595.51	1487070	1379442.33	7
DEPT	31		TOTAL *****										
			PUBLIC SAFETY	123910	107032.16	86	123910	107032.16	86	595.51	1487070	1379442.33	7

FUND 010 GENERAL FUND			DEPT/DIV 4101 PUBLIC WORKS/MAIN OF STREETS & HWYS									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----												
60												
601		OPERATIONS & MAINTENANCE										
	10	SALARIES AND WAGES										
	10 02	REGULAR	67777	55353.84	82	67777	55353.84	82	.00	813330	757976.16	7
	10 04	OVERTIME	858	742.20	87	858	742.20	87	.00	10300	9557.80	7
	10 **	SALARIES AND WAGES	68635	56096.04	82	68635	56096.04	82	.00	823630	767533.96	7
	20	BENEFITS										
	20 02	FICA	5250	4255.56	81	5250	4255.56	81	.00	63010	58754.44	7
	20 04	VA RETIREMENT SYSTEM	6817	1969.88	29	6817	1969.88	29	.00	81810	79840.12	2
	20 06	GROUP MEDICAL INSURANCE	7058	6185.92	88	7058	6185.92	88	.00	84700	78514.08	7
	20 08	GROUP LIFE INSURANCE	856	808.71	95	856	808.71	95	.00	10280	9471.29	8
	20 18	VRS HYBRID EMPLOYER CONTR	0	3557.29	0	0	3557.29	0	.00	0	3557.29-	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	906.47	0	0	906.47	0	.00	0	906.47-	0
	20 **	BENEFITS	19981	17683.83	89	19981	17683.83	89	.00	239800	222116.17	7
	30	CONTRACTUAL SERVICES										
	30 08	MAINTENANCE SVC CONTRACTS	500	98.18	20	500	98.18	20	.00	6000	5901.82	2
	30 12	ENGIN & ARCHITECTURAL SVC	416	.00	0	416	.00	0	.00	5000	5000.00	0
	30 16	PHYSICALS	58	.00	0	58	.00	0	.00	700	700.00	0
	30 18	R & M ELECTRONICS	91	.00	0	91	.00	0	.00	1100	1100.00	0
	30 36	MOWING CONTRACT	3708	.00	0	3708	.00	0	.00	44500	44500.00	0
	30 38	TUB GRINDING BRUSH	2916	.00	0	2916	.00	0	.00	35000	35000.00	0
	30 40	RECURRING LEASE AGREEMENT	80	.00	0	80	.00	0	.00	960	960.00	0
	30 **	CONTRACTUAL SERVICES	7769	98.18	1	7769	98.18	1	.00	93260	93161.82	0
	50	OTHER CHARGES										
	50 08	TELECOMMUNICATIONS	609	.00	0	609	.00	0	.00	7310	7310.00	0
	50 10	PROPERTY INSURANCE	458	.00	0	458	.00	0	.00	5500	5500.00	0
	50 12	MOTOR VEHICLE INSURANCE	1000	.00	0	1000	.00	0	.00	12000	12000.00	0
	50 24	SUBSISTANCE & LODGING	41	.00	0	41	.00	0	.00	500	500.00	0
	50 26	CONVENTIONS & EDUCATIONS	250	.00	0	250	.00	0	.00	3000	3000.00	0
	50 32	MISCELLANEOUS	41	.00	0	41	.00	0	.00	500	500.00	0
	50 **	OTHER CHARGES	2399	.00	0	2399	.00	0	.00	28810	28810.00	0
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	612	64.72	11	612	64.72	11	31.88	7350	7253.40	1
	60 05	FUEL PUMPS	191	.00	0	191	.00	0	.00	2300	2300.00	0
	60 06	FUELS & LUBRICANTS	4583	.00	0	4583	.00	0	.00	55000	55000.00	0
	60 08	VEHICLE / EQUIP R&M	3333	78.10	2	3333	78.10	2	.00	40000	39921.90	0
	60 10	UNIFORMS	1041	.00	0	1041	.00	0	.00	12500	12500.00	0
	60 11	SAFETY EQUIP & PROGRAMS	291	113.62	39	291	113.62	39	.00	3500	3386.38	3
	60 20	STREET LT OPER SUPPLIES	2583	.00	0	2583	.00	0	.00	31000	31000.00	0
	60 22	HIGHWAY, STRT & SIDEWALKS	1666	2437.69	146	1666	2437.69	146	.00	20000	17562.31	12
	60 23	EQUIPMENT RENTAL	354	.00	0	354	.00	0	.00	4250	4250.00	0
	60 28	STORM DRAINAGE	250	.00	0	250	.00	0	.00	3000	3000.00	0
	60 30	ENGINEERING R & M	83	.00	0	83	.00	0	.00	1000	1000.00	0
	60 34	TRAIN STATION SUPPLIES	291	191.98	66	291	191.98	66	.00	3500	3308.02	6
	60 36	PAVEMENT	4166	.00	0	4166	.00	0	.00	50000	50000.00	0
	60 40	TRAFFIC CONTROL DEVICE	250	.00	0	250	.00	0	.00	3000	3000.00	0

FUND 010 GENERAL FUND			DEPT/DIV 4101 PUBLIC			WORKS/MAIN OF STREETS & HWYS								
BA	ELE	OBJ	ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****					
SUB		SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	UNENCUMB.		%
-----														
60														
601			OPERATIONS & MAINTENANCE											
60	44		SNOW & ICE REMOVAL	166	.00	0	166	.00	0	.00	2000	2000.00	0	
60	52		DECORATIVE STREET LIGHTS	533	.00	0	533	.00	0	.00	6400	6400.00	0	
60	**		MATERIALS & SUPPLIES	20393	2886.11	14	20393	2886.11	14	31.88	244800	241882.01	1	
81			CAPITAL OUTLAY - REPLACE											
81	02		VEHICLE REPLACEMENT	1406	.00	0	1406	.00	0	.00	16880	16880.00	0	
81	06		MACHINERY & EQUIPMENT	3375	.00	0	3375	.00	0	.00	40500	40500.00	0	
81	30		IMPRVMNTS OTHER THAN BLDG	4791	.00	0	4791	.00	0	.00	57500	57500.00	0	
81	**		CAPITAL OUTLAY - REPLACE	9572	.00	0	9572	.00	0	.00	114880	114880.00	0	
82			CAPITAL OUTLAY - NEW											
82	06		MACHINERY & EQUIPMENT	3375	4750.00	141	3375	4750.00	141	26166.84	40500	9583.16	76	
82	**		CAPITAL OUTLAY - NEW	3375	4750.00	141	3375	4750.00	141	26166.84	40500	9583.16	76	
90			DEBT SERVICE											
90	02		PRINCIPAL	1416	17000.00	1201	1416	17000.00	1201	.00	17000	.00	100	
90	04		INTEREST	397	2467.59	622	397	2467.59	622	.00	4770	2302.41	52	
90	**		DEBT SERVICE	1813	19467.59	1074	1813	19467.59	1074	.00	21770	2302.41	89	
601	**	**	OPERATIONS & MAINTENANCE	133937	100981.75	75	133937	100981.75	75	26198.72	1607450	1480269.53	8	
60	**	**		133937	100981.75	75	133937	100981.75	75	26198.72	1607450	1480269.53	8	
DIV	4101		TOTAL *****											
			MAIN OF STREETS & HWYS	133937	100981.75	75	133937	100981.75	75	26198.72	1607450	1480269.53	8	

FUND 010 GENERAL FUND			DEPT/DIV 4102 PUBLIC WORKS/SANITATION & WASTE REM										
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB		SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----													
60													
601            OPERATIONS & MAINTENANCE													
	60		MATERIALS & SUPPLIES										
	60	06	FUELS & LUBRICANTS	1666	.00	0	1666	.00	0	.00	20000	20000.00	0
	60	08	VEHICLE / EQUIP R&M	2500	71.65	3	2500	71.65	3	.00	30000	29928.35	0
	60	18	SUPPLIES	70	.00	0	70	.00	0	.00	840	840.00	0
	60	26	LITTER EXPENSES	166	.00	0	166	.00	0	.00	2000	2000.00	0
	60	**	MATERIALS & SUPPLIES	4402	71.65	2	4402	71.65	2	.00	52840	52768.35	0
	81		CAPITAL OUTLAY - REPLACE										
	81	06	MACHINERY & EQUIPMENT	416	.00	0	416	.00	0	.00	5000	5000.00	0
	81	**	CAPITAL OUTLAY - REPLACE	416	.00	0	416	.00	0	.00	5000	5000.00	0
601	**	**	OPERATIONS & MAINTENANCE	4818	71.65	2	4818	71.65	2	.00	57840	57768.35	0
60	**	**		4818	71.65	2	4818	71.65	2	.00	57840	57768.35	0
DIV	4102		TOTAL *****										
			SANITATION & WASTE REM	4818	71.65	2	4818	71.65	2	.00	57840	57768.35	0

FUND 010 GENERAL FUND			DEPT/DIV 4103 PUBLIC WORKS/MAIN OF BLDGS & GROUNDS									
BA ELE OBJ		ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----												
60												
601		OPERATIONS & MAINTENANCE										
	30	CONTRACTUAL SERVICES										
	30 22	LANDSCAPING CONTRACTS	1250	.00	0	1250	.00	0	.00	15000	15000.00	0
	30 **	CONTRACTUAL SERVICES	1250	.00	0	1250	.00	0	.00	15000	15000.00	0
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	666	.00	0	666	.00	0	.00	8000	8000.00	0
	50 04	HEATING SERVICES	166	.00	0	166	.00	0	.00	2000	2000.00	0
	50 **	OTHER CHARGES	832	.00	0	832	.00	0	.00	10000	10000.00	0
	60	MATERIALS & SUPPLIES										
	60 18	SUPPLIES	666	1288.89	194	666	1288.89	194	.00	8000	6711.11	16
	60 24	SMALL TOOLS	333	.00	0	333	.00	0	.00	4000	4000.00	0
	60 **	MATERIALS & SUPPLIES	999	1288.89	129	999	1288.89	129	.00	12000	10711.11	11
601	** **	OPERATIONS & MAINTENANCE	3081	1288.89	42	3081	1288.89	42	.00	37000	35711.11	4
60	** **		3081	1288.89	42	3081	1288.89	42	.00	37000	35711.11	4
DIV	4103	TOTAL *****										
		MAIN OF BLDGS & GROUNDS	3081	1288.89	42	3081	1288.89	42	.00	37000	35711.11	4

FUND 010 GENERAL FUND			DEPT/DIV 4104 PUBLIC WORKS/PARKS & RECREATION										
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB		SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----													
60													
602			PARKS, RECREAT & CULTURAL										
	30		CONTRACTUAL SERVICES										
	30	26	IT NETWRK/WEBSITE SUPPORT	0	260.00	0	0	260.00	0	.00	0	260.00-	0
	30	42	TREE REMOVAL & PRUNING	458	.00	0	458	.00	0	.00	5500	5500.00	0
	30	**	CONTRACTUAL SERVICES	458	260.00	57	458	260.00	57	.00	5500	5240.00	5
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	1416	.00	0	1416	.00	0	.00	17000	17000.00	0
	50	04	HEATING SERVICES	66	.00	0	66	.00	0	.00	800	800.00	0
	50	08	TELECOMMUNICATIONS	346	.00	0	346	.00	0	.00	4160	4160.00	0
	50	34	MISCELLANEOUS REIMB	41	.00	0	41	.00	0	.00	500	500.00	0
	50	**	OTHER CHARGES	1869	.00	0	1869	.00	0	.00	22460	22460.00	0
	60		MATERIALS & SUPPLIES										
	60	18	SUPPLIES	2500	576.15	23	2500	576.15	23	.00	30000	29423.85	2
	60	53	MULCH & LANDSCAPING STONE	666	.00	0	666	.00	0	.00	8000	8000.00	0
	60	54	PLAYGROUND EQUIPMENT	125	.00	0	125	.00	0	.00	1500	1500.00	0
	60	55	SPLASH PAD	458	857.50	187	458	857.50	187	.00	5500	4642.50	16
	60	56	WAR MEMORIAL BALLFIELD	416	.00	0	416	.00	0	.00	5000	5000.00	0
	60	57	CANOE LAUNCH	125	180.00	144	125	180.00	144	.00	1500	1320.00	12
	60	58	SPECIAL EVENTS	125	.00	0	125	.00	0	.00	1500	1500.00	0
	60	**	MATERIALS & SUPPLIES	4415	1613.65	37	4415	1613.65	37	.00	53000	51386.35	3
602	**	**	PARKS, RECREAT & CULTURAL	6742	1873.65	28	6742	1873.65	28	.00	80960	79086.35	2
60	**	**		6742	1873.65	28	6742	1873.65	28	.00	80960	79086.35	2
DIV	4104	TOTAL	*****										
			PARKS & RECREATION	6742	1873.65	28	6742	1873.65	28	.00	80960	79086.35	2



FUND 010 GENERAL FUND				DEPT/DIV 4105 PUBLIC WORKS/AVOCA									
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
SUB		SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP				
<hr/>													
60													
609			AVOCA										
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	833	2000.00	240	833	2000.00	240	.00	10000	8000.00 20	
	60	**	MATERIALS & SUPPLIES	833	2000.00	240	833	2000.00	240	.00	10000	8000.00 20	
	81		CAPITAL OUTLAY - REPLACE										
	81	30	IMPRVMNTS OTHER THAN BLDG	5833	.00	0	5833	.00	0	.00	70000	70000.00 0	
	81	**	CAPITAL OUTLAY - REPLACE	5833	.00	0	5833	.00	0	.00	70000	70000.00 0	
609	**	**	AVOCA	6666	2000.00	30	6666	2000.00	30	.00	80000	78000.00 3	
60	**	**		6666	2000.00	30	6666	2000.00	30	.00	80000	78000.00 3	
DIV	4105	TOTAL	*****										
		AVOCA		6666	2000.00	30	6666	2000.00	30	.00	80000	78000.00 3	

FUND 010 GENERAL FUND			DEPT/DIV 4106 PUBLIC WORKS/CULTURAL										
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
SUB		SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP				
-----													
60													
602            PARKS, RECREAT & CULTURAL													
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	50	.00	0	50	.00	0	.00	600	600.00	0
	50	**	OTHER CHARGES	50	.00	0	50	.00	0	.00	600	600.00	0
602    **    **    PARKS, RECREAT & CULTURAL													
60    **    **													
DIV    4106    TOTAL    *****													
			CULTURAL	50	.00	0	50	.00	0	.00	600	600.00	0

FUND 010 GENERAL FUND			DEPT/DIV 4108 PUBLIC WORKS/LIBRARY									
BA ELE OBJ	ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----												
60												
601		OPERATIONS & MAINTENANCE										
	30	CONTRACTUAL SERVICES										
	30 44	CUSTODIAL SERVICES	1166	.00	0	1166	.00	0	.00	14000	14000.00	0
	30 **	CONTRACTUAL SERVICES	1166	.00	0	1166	.00	0	.00	14000	14000.00	0
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	1250	203.98	16	1250	203.98	16	.00	15000	14796.02	1
	60 **	MATERIALS & SUPPLIES	1250	203.98	16	1250	203.98	16	.00	15000	14796.02	1
601	** **	OPERATIONS & MAINTENANCE	2416	203.98	8	2416	203.98	8	.00	29000	28796.02	1
60	** **		2416	203.98	8	2416	203.98	8	.00	29000	28796.02	1
DIV	4108	TOTAL *****										
		LIBRARY	2416	203.98	8	2416	203.98	8	.00	29000	28796.02	1
DEPT	41	TOTAL *****										
		PUBLIC WORKS	157710	106419.92	68	157710	106419.92	68	26198.72	1892850	1760231.36	7

FUND 010 GENERAL FUND			DEPT/DIV 6101 PUBLIC			TRANSPORTATION/OPERATIONS						
BA ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----												
40		ADMINISTRATION										
403		PUBLIC TRANSPORTATION										
	10	SALARIES AND WAGES										
	10 02	REGULAR	8672	8419.38	97	8672	8419.38	97	.00	104070	95650.62	8
	10 **	SALARIES AND WAGES	8672	8419.38	97	8672	8419.38	97	.00	104070	95650.62	8
	20	BENEFITS										
	20 02	FICA	663	605.55	91	663	605.55	91	.00	7960	7354.45	8
	20 04	VA RETIREMENT SYSTEM	539	520.66	97	539	520.66	97	.00	6470	5949.34	8
	20 06	GROUP MEDICAL INSURANCE	1225	662.76	54	1225	662.76	54	.00	14700	14037.24	5
	20 08	GROUP LIFE INSURANCE	68	67.74	100	68	67.74	100	.00	820	752.26	8
	20 10	WORKER'S COMP	141	.00	0	141	.00	0	.00	1700	1700.00	0
	20 18	VRS HYBRID EMPLOYER CONTR	0	12.42	0	0	12.42	0	.00	0	12.42-	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	6.08	0	0	6.08	0	.00	0	6.08-	0
	20 **	BENEFITS	2636	1875.21	71	2636	1875.21	71	.00	31650	29774.79	6
	30	CONTRACTUAL SERVICES										
	30 06	ADVERTISING	83	.00	0	83	.00	0	.00	1000	1000.00	0
	30 08	MAINTENANCE SVC CONTRACTS	41	.00	0	41	.00	0	.00	500	500.00	0
	30 14	MISC & PROFESSIONAL SVCS	25	.00	0	25	.00	0	.00	300	300.00	0
	30 16	PHYSICALS	23	.00	0	23	.00	0	.00	280	280.00	0
	30 **	CONTRACTUAL SERVICES	172	.00	0	172	.00	0	.00	2080	2080.00	0
	50	OTHER CHARGES										
	50 08	TELECOMMUNICATIONS	100	651.48	652	100	651.48	652	.00	1200	548.52	54
	50 12	MOTOR VEHICLE INSURANCE	141	.00	0	141	.00	0	.00	1700	1700.00	0
	50 24	SUBSISTANCE & LODGING	25	.00	0	25	.00	0	.00	300	300.00	0
	50 26	CONVENTIONS & EDUCATIONS	62	.00	0	62	.00	0	.00	750	750.00	0
	50 28	DUES & ASSOC MEMBERSHIPS	12	.00	0	12	.00	0	.00	150	150.00	0
	50 **	OTHER CHARGES	340	651.48	192	340	651.48	192	.00	4100	3448.52	16
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	320	.00	0	320	.00	0	231.25	3850	3618.75	6
	60 06	FUELS & LUBRICANTS	2824	.00	0	2824	.00	0	.00	33890	33890.00	0
	60 08	VEHICLE & EQUIP R&M	583	1248.00	214	583	1248.00	214	.00	7000	5752.00	18
	60 14	OTHER OPERATING SUPPLIES	41	.00	0	41	.00	0	.00	500	500.00	0
	60 18	SUPPLIES	25	.00	0	25	.00	0	.00	300	300.00	0
	60 **	MATERIALS & SUPPLIES	3793	1248.00	33	3793	1248.00	33	231.25	45540	44060.75	3
403	** **	PUBLIC TRANSPORTATION	15613	12194.07	78	15613	12194.07	78	231.25	187440	175014.68	7
40	** **	ADMINISTRATION	15613	12194.07	78	15613	12194.07	78	231.25	187440	175014.68	7
DIV	6101	TOTAL ***** OPERATIONS	15613	12194.07	78	15613	12194.07	78	231.25	187440	175014.68	7
DEPT	61	TOTAL ***** PUBLIC TRANSPORTATION	15613	12194.07	78	15613	12194.07	78	231.25	187440	175014.68	7

FUND 010 GENERAL FUND											
DEPT/DIV 7101 ECONOMIC DEVELOPMENT/ECONOMIC DEVELOPMENT											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----											
40	ADMINISTRATION										
405	ECONOMIC DEVELOPMENT										
30	CONTRACTUAL SERVICES										
30 06	ADVERTISING	1666	.00	0	1666	.00	0	.00	20000	20000.00	0
30 07	RT 29 SIGNAGE	400	.00	0	400	.00	0	.00	4800	4800.00	0
30 14	MISC & PROFESSIONAL SVCS	416	.00	0	416	.00	0	.00	5000	5000.00	0
30 **	CONTRACTUAL SERVICES	2482	.00	0	2482	.00	0	.00	29800	29800.00	0
50	OTHER CHARGES										
50 32	MISCELLANEOUS	0	.00	0	0	.00	0	231.24	0	231.24-	0
50 63	ECONOMIC INCENTIVES	791	.00	0	791	.00	0	.00	9500	9500.00	0
50 91	DWNTWN DIST - MISC	1250	.00	0	1250	.00	0	.00	15000	15000.00	0
50 93	GRANT PROGRAM FUNDING	1250	.00	0	1250	.00	0	.00	15000	15000.00	0
50 **	OTHER CHARGES	3291	.00	0	3291	.00	0	231.24	39500	39268.76	1
82	CAPITAL OUTLAY - NEW										
82 18	BUILDING	833	.00	0	833	.00	0	.00	10000	10000.00	0
82 **	CAPITAL OUTLAY - NEW	833	.00	0	833	.00	0	.00	10000	10000.00	0
405 ** **	ECONOMIC DEVELOPMENT	6606	.00	0	6606	.00	0	231.24	79300	79068.76	0
40 ** **	ADMINISTRATION	6606	.00	0	6606	.00	0	231.24	79300	79068.76	0
DIV 7101	TOTAL *****										
	ECONOMIC DEVELOPMENT	6606	.00	0	6606	.00	0	231.24	79300	79068.76	0
DEPT 71	TOTAL *****										
	ECONOMIC DEVELOPMENT	6606	.00	0	6606	.00	0	231.24	79300	79068.76	0

FUND 010 GENERAL FUND											
DEPT/DIV 7201 COMMUNITY DEVELOPMENT/COMMUNITY DEVELOPMENT											
*****CURRENT*****			*****YEAR-TO-DATE*****								
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----											
40	ADMINISTRATION										
408	COMMUNITY DEVELOPMENT										
10	SALARIES AND WAGES										
10 02	REGULAR	6940	22366.80	322	6940	22366.80	322	.00	83280	60913.20	27
10 **	SALARIES AND WAGES	6940	22366.80	322	6940	22366.80	322	.00	83280	60913.20	27
20	BENEFITS										
20 02	FICA	530	644.84	122	530	644.84	122	.00	6370	5725.16	10
20 04	VA RETIREMENT SYSTEM	740	.00	0	740	.00	0	.00	8880	8880.00	0
20 06	GROUP MEDICAL INSURANCE	560	560.40	100	560	560.40	100	.00	6730	6169.60	8
20 08	GROUP LIFE INSURANCE	93	93.00	100	93	93.00	100	.00	1120	1027.00	8
20 18	VRS HYBRID EMPLOYER CONTR	0	635.72	0	0	635.72	0	.00	0	635.72-	0
20 20	ICMA HYBRID EMPLOYER CONT	0	104.10	0	0	104.10	0	.00	0	104.10-	0
20 **	BENEFITS	1923	2038.06	106	1923	2038.06	106	.00	23100	21061.94	9
30	CONTRACTUAL SERVICES										
30 06	ADVERTISING	416	.00	0	416	.00	0	.00	5000	5000.00	0
30 14	MISC & PROFESSIONAL SVCS	1250	250.00	20	1250	250.00	20	.00	15000	14750.00	2
30 36	MOWING CONTRACT	666	.00	0	666	.00	0	.00	8000	8000.00	0
30 40	RECURRING LEASE AGREEMENT	208	.00	0	208	.00	0	.00	2500	2500.00	0
30 **	CONTRACTUAL SERVICES	2540	250.00	10	2540	250.00	10	.00	30500	30250.00	1
50	OTHER CHARGES										
50 06	POSTAL SERVICES	83	.00	0	83	.00	0	.00	1000	1000.00	0
50 08	TELECOMMUNICATIONS	83	.00	0	83	.00	0	.00	1000	1000.00	0
50 24	SUBSISTANCE & LODGING	125	.00	0	125	.00	0	.00	1500	1500.00	0
50 26	CONVENTIONS & EDUCATIONS	208	.00	0	208	.00	0	.00	2500	2500.00	0
50 28	DUES & ASSOC MEMBERSHIPS	70	.00	0	70	.00	0	.00	850	850.00	0
50 32	MISCELLANEOUS	833	.00	0	833	.00	0	231.25	10000	9768.75	2
50 **	OTHER CHARGES	1402	.00	0	1402	.00	0	231.25	16850	16618.75	1
60	MATERIALS & SUPPLIES										
60 02	OFFICE SUPPLIES	208	.00	0	208	.00	0	.00	2500	2500.00	0
60 06	FUELS & LUBRICANTS	125	.00	0	125	.00	0	.00	1500	1500.00	0
60 12	BOOKS & SUBSCRIPTIONS	41	.00	0	41	.00	0	.00	500	500.00	0
60 **	MATERIALS & SUPPLIES	374	.00	0	374	.00	0	.00	4500	4500.00	0
408 ** **	COMMUNITY DEVELOPMENT	13179	24654.86	187	13179	24654.86	187	231.25	158230	133343.89	16
40 ** **	ADMINISTRATION	13179	24654.86	187	13179	24654.86	187	231.25	158230	133343.89	16
DIV 7201	TOTAL ***** COMMUNITY DEVELOPMENT	13179	24654.86	187	13179	24654.86	187	231.25	158230	133343.89	16

FUND 010 GENERAL FUND			DEPT/DIV 7203 COMMUNITY DEVELOPMENT/PLANNING COMMISSION									
BA ELE OBJ		ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
<hr/>												
40		ADMINISTRATION										
400		COUNCIL / PLANNING COMM										
	50	OTHER CHARGES										
	50 24	SUBSISTANCE & LODGING	91	.00	0	91	.00	0	.00	1100	1100.00	0
	50 26	CONVENTIONS & EDUCATIONS	45	.00	0	45	.00	0	.00	550	550.00	0
	50 36	PLANNING COMMISSION	745	.00	0	745	.00	0	.00	8950	8950.00	0
	50 **	OTHER CHARGES	881	.00	0	881	.00	0	.00	10600	10600.00	0
400	** **	COUNCIL / PLANNING COMM	881	.00	0	881	.00	0	.00	10600	10600.00	0
40	** **	ADMINISTRATION	881	.00	0	881	.00	0	.00	10600	10600.00	0
DIV	7203	TOTAL *****										
		PLANNING COMMISSION	881	.00	0	881	.00	0	.00	10600	10600.00	0

FUND 010 GENERAL FUND											
DEPT/DIV 7204 COMMUNITY DEVELOPMENT/SPARK INNOVATION CENTER											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----											
40	ADMINISTRATION										
409	COMMUNITY DEVELOPMENT										
10	SALARIES AND WAGES										
10 02	REGULAR	4460	3635.52	82	4460	3635.52	82	.00	53530	49894.48	7
10 **	SALARIES AND WAGES	4460	3635.52	82	4460	3635.52	82	.00	53530	49894.48	7
20	BENEFITS										
20 02	FICA	340	278.12	82	340	278.12	82	.00	4090	3811.88	7
20 04	VA RETIREMENT SYSTEM	475	.00	0	475	.00	0	.00	5710	5710.00	0
20 06	GROUP MEDICAL INSURANCE	560	.00	0	560	.00	0	.00	6730	6730.00	0
20 08	GROUP LIFE INSURANCE	60	.00	0	60	.00	0	.00	720	720.00	0
20 **	BENEFITS	1435	278.12	19	1435	278.12	19	.00	17250	16971.88	2
30	CONTRACTUAL SERVICES										
30 06	ADVERTISING	833	.00	0	833	.00	0	.00	10000	10000.00	0
30 08	MAINTENANCE SVC CONTRACTS	0	1269.00	0	0	1269.00	0	.00	0	1269.00	0
30 14	MISC & PROFESSIONAL SVCS	500	.00	0	500	.00	0	.00	6000	6000.00	0
30 26	IT NETWRK/WEBSITE SUPPORT	550	210.00	38	550	210.00	38	.00	6600	6390.00	3
30 40	RECURRING LEASE AGREEMENT	317	214.82	68	317	214.82	68	.00	3800	3585.18	6
30 **	CONTRACTUAL SERVICES	2200	1693.82	77	2200	1693.82	77	.00	26400	24706.18	6
50	OTHER CHARGES										
50 02	ELECTRICAL SERVICES	1000	.00	0	1000	.00	0	.00	12000	12000.00	0
50 04	HEATING SERVICES	541	.00	0	541	.00	0	.00	6500	6500.00	0
50 06	POSTAL SERVICES	62	.00	0	62	.00	0	.00	750	750.00	0
50 08	TELECOMMUNICATIONS	553	.00	0	553	.00	0	.00	6640	6640.00	0
50 10	PROPERTY INSURANCE	41	.00	0	41	.00	0	.00	500	500.00	0
50 24	SUBSISTANCE & LODGING	166	.00	0	166	.00	0	.00	2000	2000.00	0
50 26	CONVENTIONS & EDUCATIONS	166	.00	0	166	.00	0	.00	2000	2000.00	0
50 32	MISCELLANEOUS	375	.00	0	375	.00	0	.00	4500	4500.00	0
50 37	COMMUNITY ENGAGEMENT	833	.00	0	833	.00	0	.00	10000	10000.00	0
50 **	OTHER CHARGES	3737	.00	0	3737	.00	0	.00	44890	44890.00	0
60	MATERIALS & SUPPLIES										
60 02	OFFICE SUPPLIES	1083	604.00	56	1083	604.00	56	.00	13000	12396.00	5
60 04	REPAIRS & MAINTENANCE	766	.00	0	766	.00	0	.00	9200	9200.00	0
60 **	MATERIALS & SUPPLIES	1849	604.00	33	1849	604.00	33	.00	22200	21596.00	3
409 ** **	COMMUNITY DEVELOPMENT	13681	6211.46	45	13681	6211.46	45	.00	164270	158058.54	4
40 ** **	ADMINISTRATION	13681	6211.46	45	13681	6211.46	45	.00	164270	158058.54	4
DIV 7204	TOTAL *****										
	SPARK INNOVATION CENTER	13681	6211.46	45	13681	6211.46	45	.00	164270	158058.54	4
DEPT 72	TOTAL *****										
	COMMUNITY DEVELOPMENT	27741	30866.32	111	27741	30866.32	111	231.25	333100	302002.43	9



FUND 010 GENERAL FUND			DEPT/DIV 9101 NON DEPARTMENT/CONTRIBUTIONS										
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB		SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----													
80			NON DEPARTMENT										
801			NON DEPARTMENTAL										
	50		OTHER CHARGES										
	50	32	MISCELLANEOUS	466	11250.00	2414	466	11250.00	2414	.00	5600	5650.00-	201
	50	62	CONTRIBUTION - SENIOR CTR	83	.00	0	83	.00	0	.00	1000	1000.00	0
	50	70	RECREATION PROGRAM	8333	25000.00	300	8333	25000.00	300	.00	100000	75000.00	25
	50	71	CONTRIBUTION - CHAMBER	3750	.00	0	3750	.00	0	.00	45000	45000.00	0
	50	72	CONTRIBUTION - FIRE DEPT	1250	.00	0	1250	.00	0	.00	15000	15000.00	0
	50	73	CONTRIBUTION - AVOCA	6845	20535.00	300	6845	20535.00	300	.00	82140	61605.00	25
	50	74	CONTRIBUTION-MAIN ST PGM	4598	.00	0	4598	.00	0	.00	55180	55180.00	0
	50	75	CONTRIBUTION - SBDC	500	.00	0	500	.00	0	.00	6000	6000.00	0
	50	**	OTHER CHARGES	25825	56785.00	220	25825	56785.00	220	.00	309920	253135.00	18
801	**	**	NON DEPARTMENTAL	25825	56785.00	220	25825	56785.00	220	.00	309920	253135.00	18
80	**	**	NON DEPARTMENT	25825	56785.00	220	25825	56785.00	220	.00	309920	253135.00	18
DIV	9101		TOTAL *****										
			CONTRIBUTIONS	25825	56785.00	220	25825	56785.00	220	.00	309920	253135.00	18

FUND 010 GENERAL FUND											
DEPT/DIV 9102 NON DEPARTMENT/NON DEPARTMENT											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----											
80	NON DEPARTMENT										
801	NON DEPARTMENTAL										
60	MATERIALS & SUPPLIES										
60 06	FUELS & LUBRICANTS	1083	.00	0	1083	.00	0	.00	13000	13000.00	0
60 **	MATERIALS & SUPPLIES	1083	.00	0	1083	.00	0	.00	13000	13000.00	0
801 ** **	NON DEPARTMENTAL	1083	.00	0	1083	.00	0	.00	13000	13000.00	0
802	TRANSFER OUT										
70	TRANSFER OUT										
70 01	TO CEMETERY FUND	5966	.00	0	5966	.00	0	.00	71600	71600.00	0
70 07	TO RESERVE POLICY FNDS-FD	5416	.00	0	5416	.00	0	.00	65000	65000.00	0
70 **	TRANSFER OUT	11382	.00	0	11382	.00	0	.00	136600	136600.00	0
802 ** **	TRANSFER OUT	11382	.00	0	11382	.00	0	.00	136600	136600.00	0
80 ** **	NON DEPARTMENT	12465	.00	0	12465	.00	0	.00	149600	149600.00	0
DIV 9102	TOTAL *****										
	NON DEPARTMENT	12465	.00	0	12465	.00	0	.00	149600	149600.00	0
DEPT 91	TOTAL *****										
	NON DEPARTMENT	38290	56785.00	148	38290	56785.00	148	.00	459520	402735.00	12
FUND 010	TOTAL *****										
	GENERAL FUND	469642	475705.44	101	469642	475705.44	101	32048.63	5636740	5128985.93	9

FUND 020 STATE HIGHWAY REIMB FUND											
DEPT/DIV 4101 PUBLIC WORKS/MAIN OF STREETS & HWYS											
*****CURRENT***** YEAR-TO-DATE*****											
BA	ELE	OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	
SUB	SUB		DESCRIPTION								
60											
601											
			OPERATIONS & MAINTENANCE								
	60		MATERIALS & SUPPLIES								
	60	28	STORM DRAINAGE	4016	.00	0	4016	.00	0	.00	48200
	60	36	PAVEMENT	66666	.00	0	66666	.00	0	.00	800000
	60	40	TRAFFIC CONTROL DEVICE	4733	109.30	2	4733	109.30	2	.00	56800
	60	**	MATERIALS & SUPPLIES	75415	109.30	0	75415	109.30	0	.00	905000
											904890.70
											0
	81		CAPITAL OUTLAY - REPLACE								
	81	02	VEHICLE REPLACEMENT	8168	.00	0	8168	.00	0	.00	98020
	81	06	MACHINERY & EQUIPMENT	1500	.00	0	1500	.00	0	.00	18000
	81	**	CAPITAL OUTLAY - REPLACE	9668	.00	0	9668	.00	0	.00	116020
											116020.00
											0
601	**	**	OPERATIONS & MAINTENANCE	85083	109.30	0	85083	109.30	0	.00	1021020
											1020910.70
											0
606											
	60		MATERIALS & SUPPLIES								
	60	30	ENGINEERING R & M	833	38.25	5	833	38.25	5	.00	10000
	60	44	SNOW & ICE REMOVAL	5000	.00	0	5000	.00	0	.00	60000
	60	46	OTHER TRAFFIC SVCS RDSIDE	4166	5149.25	124	4166	5149.25	124	.00	50000
	60	**	MATERIALS & SUPPLIES	9999	5187.50	52	9999	5187.50	52	.00	120000
											114812.50
											4
606	**	**		9999	5187.50	52	9999	5187.50	52	.00	120000
											114812.50
											4
607											
			ADMINISTRATION AND MISC								
	50		OTHER CHARGES								
	50	32	MISCELLANEOUS	8333	.00	0	8333	.00	0	.00	100000
	50	**	OTHER CHARGES	8333	.00	0	8333	.00	0	.00	100000
											100000.00
											0
607	**	**	ADMINISTRATION AND MISC	8333	.00	0	8333	.00	0	.00	100000
											100000.00
											0
60	**	**		103415	5296.80	5	103415	5296.80	5	.00	1241020
											1235723.20
											0
DIV	4101		TOTAL *****								
			MAIN OF STREETS & HWYS	103415	5296.80	5	103415	5296.80	5	.00	1241020
											1235723.20
											0
DEPT	41		TOTAL *****								
			PUBLIC WORKS	103415	5296.80	5	103415	5296.80	5	.00	1241020
											1235723.20
											0
FUND	020		TOTAL *****								
			STATE HIGHWAY REIMB FUND	103415	5296.80	5	103415	5296.80	5	.00	1241020
											1235723.20
											0

FUND 050 WATER & SEWER FUND			DEPT/DIV 1101 GENERAL GOVERNMENT/ADMINISTRATION									
BA ELE OBJ	ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----												
70		UTILITIES										
701		WATER										
	10	SALARIES AND WAGES										
	10 02	REGULAR	1885	1684.08	89	1885	1684.08	89	.00	22630	20945.92	7
	10 04	OVERTIME	29	.00	0	29	.00	0	.00	350	350.00	0
	10 **	SALARIES AND WAGES	1914	1684.08	88	1914	1684.08	88	.00	22980	21295.92	7
	20	BENEFITS										
	20 02	FICA	146	103.96	71	146	103.96	71	.00	1760	1656.04	6
	20 04	VA RETIREMENT SYSTEM	200	201.06	101	200	201.06	101	.00	2410	2208.94	8
	20 06	GROUP MEDICAL INSURANCE	356	356.58	100	356	356.58	100	.00	4280	3923.42	8
	20 08	GROUP LIFE INSURANCE	25	25.28	101	25	25.28	101	.00	300	274.72	8
	20 **	BENEFITS	727	686.88	95	727	686.88	95	.00	8750	8063.12	8
701	** **	WATER	2641	2370.96	90	2641	2370.96	90	.00	31730	29359.04	8
702		SEWER										
	10	SALARIES AND WAGES										
	10 02	REGULAR	1257	1122.71	89	1257	1122.71	89	.00	15090	13967.29	7
	10 04	OVERTIME	12	.00	0	12	.00	0	.00	150	150.00	0
	10 **	SALARIES AND WAGES	1269	1122.71	89	1269	1122.71	89	.00	15240	14117.29	7
	20	BENEFITS										
	20 02	FICA	97	69.30	71	97	69.30	71	.00	1170	1100.70	6
	20 04	VA RETIREMENT SYSTEM	134	134.02	100	134	134.02	100	.00	1610	1475.98	8
	20 06	GROUP MEDICAL INSURANCE	238	237.72	100	238	237.72	100	.00	2860	2622.28	8
	20 08	GROUP LIFE INSURANCE	16	16.84	105	16	16.84	105	.00	200	183.16	8
	20 **	BENEFITS	485	457.88	94	485	457.88	94	.00	5840	5382.12	8
702	** **	SEWER	1754	1580.59	90	1754	1580.59	90	.00	21080	19499.41	8
70	** **	UTILITIES	4395	3951.55	90	4395	3951.55	90	.00	52810	48858.45	8
DIV	1101	TOTAL *****										
		ADMINISTRATION	4395	3951.55	90	4395	3951.55	90	.00	52810	48858.45	8
DEPT	11	TOTAL *****										
		GENERAL GOVERNMENT	4395	3951.55	90	4395	3951.55	90	.00	52810	48858.45	8

FUND 050 WATER & SEWER FUND			DEPT/DIV 5001 WATER			DEPARTMENT/OPERATIONS								
BA	ELE	OBJ	ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****					
SUB		SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	UNENCUMB.		%
												BALANCE		BDGT
-----														
70			UTILITIES											
701			WATER											
	10		SALARIES AND WAGES											
	10	02	REGULAR	32257	26837.11	83	32257	26837.11	83	.00	387090	360252.89		7
	10	04	OVERTIME	1287	2183.95	170	1287	2183.95	170	.00	15450	13266.05		14
	10	**	SALARIES AND WAGES	33544	29021.06	87	33544	29021.06	87	.00	402540	373518.94		7
	20		BENEFITS											
	20	02	FICA	2565	2123.67	83	2565	2123.67	83	.00	30790	28666.33		7
	20	04	VA RETIREMENT SYSTEM	3160	1266.62	40	3160	1266.62	40	.00	37930	36663.38		3
	20	06	GROUP MEDICAL INSURANCE	3109	3145.30	101	3109	3145.30	101	.00	37310	34164.70		8
	20	08	GROUP LIFE INSURANCE	397	262.26	66	397	262.26	66	.00	4770	4507.74		6
	20	18	VRS HYBRID EMPLOYER CONTR	0	624.96	0	0	624.96	0	.00	0	624.96-		0
	20	20	ICMA HYBRID EMPLOYER CONT	0	194.58	0	0	194.58	0	.00	0	194.58-		0
	20	**	BENEFITS	9231	7617.39	83	9231	7617.39	83	.00	110800	103182.61		7
	30		CONTRACTUAL SERVICES											
	30	08	MAINTENANCE SVC CONTRACTS	3333	8638.70	259	3333	8638.70	259	.00	40000	31361.30		22
	30	14	MISC & PROFESSIONAL SVCS	1666	.00	0	1666	.00	0	.00	20000	20000.00		0
	30	16	PHYSICALS	66	.00	0	66	.00	0	.00	800	800.00		0
	30	20	WATER PURCHASES - CC	6250	.00	0	6250	.00	0	.00	75000	75000.00		0
	30	24	R & M GROUNDS, BLDGS, RDS	2083	.00	0	2083	.00	0	.00	25000	25000.00		0
	30	26	IT NETWRK/WEBSITE SUPPORT	47	47.43	101	47	47.43	101	.00	570	522.57		8
	30	**	CONTRACTUAL SERVICES	13445	8686.13	65	13445	8686.13	65	.00	161370	152683.87		5
	50		OTHER CHARGES											
	50	02	ELECTRICAL SERVICES	9166	.00	0	9166	.00	0	.00	110000	110000.00		0
	50	04	HEATING SERVICES	375	.00	0	375	.00	0	.00	4500	4500.00		0
	50	08	TELECOMMUNICATIONS	1166	445.65	38	1166	445.65	38	.00	14000	13554.35		3
	50	10	PROPERTY INSURANCE	875	.00	0	875	.00	0	.00	10500	10500.00		0
	50	12	MOTOR VEHICLE INSURANCE	58	.00	0	58	.00	0	.00	700	700.00		0
	50	18	GENERAL LIABILITY INSUR	458	.00	0	458	.00	0	.00	5500	5500.00		0
	50	24	SUBSISTANCE & LODGING	250	.00	0	250	.00	0	.00	3000	3000.00		0
	50	26	CONVENTIONS & EDUCATIONS	416	.00	0	416	.00	0	.00	5000	5000.00		0
	50	28	DUES & ASSOC MEMBERSHIPS	91	.00	0	91	.00	0	.00	1100	1100.00		0
	50	30	REFUNDS	41	.00	0	41	.00	0	.00	500	500.00		0
	50	32	MISCELLANEOUS	166	.00	0	166	.00	0	.00	2000	2000.00		0
	50	64	SAMPLE TESTING	1250	904.10	72	1250	904.10	72	.00	15000	14095.90		6
	50	66	FEES PAID TO COMMONWEALTH	458	5037.00	1100	458	5037.00	1100	.00	5500	463.00		92
	50	68	PROFESSIONAL LICENSES	125	.00	0	125	.00	0	.00	1500	1500.00		0
	50	**	OTHER CHARGES	14895	6386.75	43	14895	6386.75	43	.00	178800	172413.25		4
	60		MATERIALS & SUPPLIES											
	60	02	OFFICE SUPPLIES	737	1904.93	259	737	1904.93	259	938.25	8850	6006.82		32
	60	04	REPAIRS & MAINTENANCE	4583	238.70	5	4583	238.70	5	2977.00	55000	51784.30		6
	60	06	FUELS & LUBRICANTS	666	.00	0	666	.00	0	.00	8000	8000.00		0
	60	08	VEHICLE & EQUIP R&M	633	.00	0	633	.00	0	.00	7600	7600.00		0
	60	10	UNIFORMS	625	.00	0	625	.00	0	.00	7500	7500.00		0
	60	11	SAFETY EQUIP & PROGRAMS	166	.00	0	166	.00	0	.00	2000	2000.00		0
	60	14	OTHER OPERATING SUPPLIES	11666	.00	0	11666	.00	0	.00	140000	140000.00		0

FUND 050 WATER & SEWER FUND			DEPT/DIV 5001 WATER			DEPARTMENT/OPERATIONS							
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB		SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----													
70			UTILITIES										
701			WATER										
	60	15	LABORATORY TEST CHEMICALS	1250	1260.79	101	1250	1260.79	101	.00	15000	13739.21	8
	60	24	SMALL TOOLS	166	.00	0	166	.00	0	.00	2000	2000.00	0
	60	25	SMALL EQUIPMENT	625	.00	0	625	.00	0	.00	7500	7500.00	0
	60	**	MATERIALS & SUPPLIES	21117	3404.42	16	21117	3404.42	16	3915.25	253450	246130.33	3
	70		TRANSFER OUT										
	70	05	TO RESERVES	8394	.00	0	8394	.00	0	.00	100730	100730.00	0
	70	**	TRANSFER OUT	8394	.00	0	8394	.00	0	.00	100730	100730.00	0
	90		DEBT SERVICE										
	90	02	PRINCIPAL	26250	314000.00	1196	26250	314000.00	1196	.00	315000	1000.00	100
	90	04	INTEREST	6965	43362.10	623	6965	43362.10	623	.00	83590	40227.90	52
	90	**	DEBT SERVICE	33215	357362.10	1076	33215	357362.10	1076	.00	398590	41227.90	90
	91		DEBT SERVICE-2020A										
	91	02	PRINCIPAL	9440	.00	0	9440	.00	0	.00	113280	113280.00	0
	91	04	INTEREST	7258	43552.15	600	7258	43552.15	600	.00	87100	43547.85	50
	91	**	DEBT SERVICE-2020A	16698	43552.15	261	16698	43552.15	261	.00	200380	156827.85	22
	92		DEBT SERVICE-SERIES 2022										
	92	02	PRINCIPAL	0	16200.00	0	0	16200.00	0	.00	0	16200.00-	0
	92	04	INTEREST	0	7612.87	0	0	7612.87	0	.00	0	7612.87-	0
	92	**	DEBT SERVICE-SERIES 2022	0	23812.87	0	0	23812.87	0	.00	0	23812.87-	0
701	**	**	WATER	150539	479842.87	319	150539	479842.87	319	3915.25	1806660	1322901.88	27
70	**	**	UTILITIES	150539	479842.87	319	150539	479842.87	319	3915.25	1806660	1322901.88	27
DIV	5001		TOTAL *****										
			OPERATIONS	150539	479842.87	319	150539	479842.87	319	3915.25	1806660	1322901.88	27

FUND 050 WATER & SEWER FUND			DEPT/DIV 5002 WATER			DEPARTMENT/PUMP STATION						
BA ELE OBJ	ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----												
70		UTILITIES										
703		BEDFORD PUMP STATION										
	30	CONTRACTUAL SERVICES										
	30 08	MAINTENANCE SVC CONTRACTS	458	.00	0	458	.00	0	.00	5500	5500.00	0
	30 **	CONTRACTUAL SERVICES	458	.00	0	458	.00	0	.00	5500	5500.00	0
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	833	.00	0	833	.00	0	.00	10000	10000.00	0
	50 08	TELECOMMUNICATIONS	75	63.58	85	75	63.58	85	.00	900	836.42	7
	50 **	OTHER CHARGES	908	63.58	7	908	63.58	7	.00	10900	10836.42	1
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	250	.00	0	250	.00	0	.00	3000	3000.00	0
	60 **	MATERIALS & SUPPLIES	250	.00	0	250	.00	0	.00	3000	3000.00	0
703	** **	BEDFORD PUMP STATION	1616	63.58	4	1616	63.58	4	.00	19400	19336.42	0
704		LOLA PUMP STATION										
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	83	.00	0	83	.00	0	.00	1000	1000.00	0
	50 08	TELECOMMUNICATIONS	62	63.58	103	62	63.58	103	.00	750	686.42	9
	50 **	OTHER CHARGES	145	63.58	44	145	63.58	44	.00	1750	1686.42	4
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	8	.00	0	8	.00	0	.00	100	100.00	0
	60 **	MATERIALS & SUPPLIES	8	.00	0	8	.00	0	.00	100	100.00	0
704	** **	LOLA PUMP STATION	153	63.58	42	153	63.58	42	.00	1850	1786.42	3
709		MELINDA PUMP STATION										
	30	CONTRACTUAL SERVICES										
	30 08	MAINTENANCE SVC CONTRACTS	458	.00	0	458	.00	0	.00	5500	5500.00	0
	30 **	CONTRACTUAL SERVICES	458	.00	0	458	.00	0	.00	5500	5500.00	0
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	800	.00	0	800	.00	0	.00	9600	9600.00	0
	50 08	TELECOMMUNICATIONS	45	.00	0	45	.00	0	.00	550	550.00	0
	50 **	OTHER CHARGES	845	.00	0	845	.00	0	.00	10150	10150.00	0
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	125	.00	0	125	.00	0	.00	1500	1500.00	0
	60 **	MATERIALS & SUPPLIES	125	.00	0	125	.00	0	.00	1500	1500.00	0
709	** **	MELINDA PUMP STATION	1428	.00	0	1428	.00	0	.00	17150	17150.00	0
70	** **	UTILITIES	3197	127.16	4	3197	127.16	4	.00	38400	38272.84	0
DIV	5002	TOTAL *****										
		PUMP STATION	3197	127.16	4	3197	127.16	4	.00	38400	38272.84	0

FUND 050 WATER & SEWER FUND			DEPT/DIV 5003 WATER			DEPARTMENT/SPRINGS							
BA	ELE	OBJ	ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****				
SUB		SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	UNENCUMB.	%
-----													
70			UTILITIES										
706			MCMINNIS SPRING										
	30		CONTRACTUAL SERVICES										
	30	08	MAINTENANCE SVC CONTRACTS	458	.00	0	458	.00	0	.00	5500	5500.00	0
	30	**	CONTRACTUAL SERVICES	458	.00	0	458	.00	0	.00	5500	5500.00	0
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	800	.00	0	800	.00	0	.00	9600	9600.00	0
	50	08	TELECOMMUNICATIONS	66	60.97	92	66	60.97	92	.00	800	739.03	8
	50	**	OTHER CHARGES	866	60.97	7	866	60.97	7	.00	10400	10339.03	1
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	250	.00	0	250	.00	0	.00	3000	3000.00	0
	60	14	OTHER OPERATING SUPPLIES	750	790.44	105	750	790.44	105	.00	9000	8209.56	9
	60	15	LABORATORY TEST CHEMICALS	250	435.26	174	250	435.26	174	.00	3000	2564.74	15
	60	**	MATERIALS & SUPPLIES	1250	1225.70	98	1250	1225.70	98	.00	15000	13774.30	8
706	**	**	MCMINNIS SPRING	2574	1286.67	50	2574	1286.67	50	.00	30900	29613.33	4
707			REYNOLDS SPRING										
	30		CONTRACTUAL SERVICES										
	30	08	MAINTENANCE SVC CONTRACTS	458	.00	0	458	.00	0	.00	5500	5500.00	0
	30	**	CONTRACTUAL SERVICES	458	.00	0	458	.00	0	.00	5500	5500.00	0
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	1083	1062.61	98	1083	1062.61	98	.00	13000	11937.39	8
	50	08	TELECOMMUNICATIONS	133	137.97	104	133	137.97	104	.00	1600	1462.03	9
	50	**	OTHER CHARGES	1216	1200.58	99	1216	1200.58	99	.00	14600	13399.42	8
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	250	126.63	51	250	126.63	51	.00	3000	2873.37	4
	60	14	OTHER OPERATING SUPPLIES	650	790.44	122	650	790.44	122	.00	7800	7009.56	10
	60	15	LABORATORY TEST CHEMICALS	250	435.26	174	250	435.26	174	.00	3000	2564.74	15
	60	**	MATERIALS & SUPPLIES	1150	1352.33	118	1150	1352.33	118	.00	13800	12447.67	10
707	**	**	REYNOLDS SPRING	2824	2552.91	90	2824	2552.91	90	.00	33900	31347.09	8
70	**	**	UTILITIES	5398	3839.58	71	5398	3839.58	71	.00	64800	60960.42	6
DIV	5003		TOTAL *****										
			SPRINGS	5398	3839.58	71	5398	3839.58	71	.00	64800	60960.42	6



FUND 050 WATER & SEWER FUND			DEPT/DIV 5004 WATER			DEPARTMENT/TANKS & INDUSTRIAL METERS							
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB		DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----													
70			UTILITIES										
708			TANKS & INDUSTRIAL METERS										
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	141	31.52	22	141	31.52	22	.00	1700	1668.48	2
	50	08	TELECOMMUNICATIONS	125	103.75	83	125	103.75	83	.00	1500	1396.25	7
	50	**	OTHER CHARGES	266	135.27	51	266	135.27	51	.00	3200	3064.73	4
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	208	.00	0	208	.00	0	.00	2500	2500.00	0
	60	**	MATERIALS & SUPPLIES	208	.00	0	208	.00	0	.00	2500	2500.00	0
708	**	**	TANKS & INDUSTRIAL METERS	474	135.27	29	474	135.27	29	.00	5700	5564.73	2
70	**	**	UTILITIES	474	135.27	29	474	135.27	29	.00	5700	5564.73	2
DIV	5004	TOTAL	*****										
			TANKS & INDUSTRIAL METERS	474	135.27	29	474	135.27	29	.00	5700	5564.73	2

FUND 050 WATER & SEWER FUND				DEPT/DIV 5010 WATER			DEPARTMENT/WATER CAPITAL OUTLAY					
BA ELE OBJ		ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----												
70		UTILITIES										
701		WATER										
	81	CAPITAL OUTLAY - REPLACE										
	81 02	VEHICLE REPLACEMENT	2708	.00	0	2708	.00	0	.00	32500	32500.00	0
	81 06	MACHINERY & EQUIPMENT	14375	.00	0	14375	.00	0	.00	172500	172500.00	0
	81 22	WATER SYSTEM	91666	20829.30	23	91666	20829.30	23	.00	1100000	1079170.70	2
	81 30	IMPRVMNTS OTHER THAN BLDG	220833	12500.00	6	220833	12500.00	6	12500.00	2650000	2625000.00	1
	81 35	MELINDA TANK HPZ	25000	.00	0	25000	.00	0	.00	300000	300000.00	0
	81 **	CAPITAL OUTLAY - REPLACE	354582	33329.30	9	354582	33329.30	9	12500.00	4255000	4209170.70	1
701	** **	WATER	354582	33329.30	9	354582	33329.30	9	12500.00	4255000	4209170.70	1
70	** **	UTILITIES	354582	33329.30	9	354582	33329.30	9	12500.00	4255000	4209170.70	1
DIV	5010	TOTAL *****										
		WATER CAPITAL OUTLAY	354582	33329.30	9	354582	33329.30	9	12500.00	4255000	4209170.70	1
DEPT	50	TOTAL *****										
		WATER DEPARTMENT	514190	517274.18	101	514190	517274.18	101	16415.25	6170560	5636870.57	9

FUND 050 WATER & SEWER FUND			DEPT/DIV 5101 SEWER			DEPARTMENT/OPERATIONS						
BA ELE OBJ	ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----												
70		UTILITIES										
702		SEWER										
10		SALARIES AND WAGES										
10 02		REGULAR	47181	35982.59	76	47181	35982.59	76	.00	566180	530197.41	6
10 04		OVERTIME	691	.00	0	691	.00	0	.00	8300	8300.00	0
10 **		SALARIES AND WAGES	47872	35982.59	75	47872	35982.59	75	.00	574480	538497.41	6
20		BENEFITS										
20 02		FICA	3662	2570.85	70	3662	2570.85	70	.00	43950	41379.15	6
20 04		VA RETIREMENT SYSTEM	4751	2630.62	55	4751	2630.62	55	.00	57020	54389.38	5
20 06		GROUP MEDICAL INSURANCE	6812	4996.92	73	6812	4996.92	73	.00	81750	76753.08	6
20 08		GROUP LIFE INSURANCE	597	493.34	83	597	493.34	83	.00	7170	6676.66	7
20 18		VRS HYBRID EMPLOYER CONTR	0	1110.62	0	0	1110.62	0	.00	0	1110.62	0
20 20		ICMA HYBRID EMPLOYER CONT	0	183.44	0	0	183.44	0	.00	0	183.44	0
20 **		BENEFITS	15822	11985.79	76	15822	11985.79	76	.00	189890	177904.21	6
30		CONTRACTUAL SERVICES										
30 08		MAINTENANCE SVC CONTRACTS	1375	58.98	4	1375	58.98	4	300.00	16500	16141.02	2
30 14		MISC & PROFESSIONAL SVCS	1666	.00	0	1666	.00	0	.00	20000	20000.00	0
30 16		PHYSICALS	125	.00	0	125	.00	0	.00	1500	1500.00	0
30 24		R & M GROUNDS, BLDGS, RDS	958	.00	0	958	.00	0	.00	11500	11500.00	0
30 **		CONTRACTUAL SERVICES	4124	58.98	1	4124	58.98	1	300.00	49500	49141.02	1
50		OTHER CHARGES										
50 02		ELECTRICAL SERVICES	31666	.00	0	31666	.00	0	.00	380000	380000.00	0
50 04		HEATING SERVICES	291	.00	0	291	.00	0	.00	3500	3500.00	0
50 08		TELECOMMUNICATIONS	1000	249.78	25	1000	249.78	25	.00	12000	11750.22	2
50 10		PROPERTY INSURANCE	833	.00	0	833	.00	0	.00	10000	10000.00	0
50 12		MOTOR VEHICLE INSURANCE	208	.00	0	208	.00	0	.00	2500	2500.00	0
50 18		GENERAL LIABILITY INSUR	458	.00	0	458	.00	0	.00	5500	5500.00	0
50 24		SUBSISTANCE & LODGING	83	.00	0	83	.00	0	.00	1000	1000.00	0
50 26		CONVENTIONS & EDUCATIONS	250	.00	0	250	.00	0	.00	3000	3000.00	0
50 28		DUES & ASSOC MEMBERSHIPS	41	.00	0	41	.00	0	.00	500	500.00	0
50 30		REFUNDS	62	.00	0	62	.00	0	.00	750	750.00	0
50 32		MISCELLANEOUS	62	.00	0	62	.00	0	.00	750	750.00	0
50 64		SAMPLE TESTING	916	946.80	103	916	946.80	103	.00	11000	10053.20	9
50 66		FEES PAID TO COMMONWEALTH	858	.00	0	858	.00	0	.00	10300	10300.00	0
50 67		SAMPLE TESTING / IN HOUSE	583	.00	0	583	.00	0	.00	7000	7000.00	0
50 68		PROFESSIONAL LICENSES	125	.00	0	125	.00	0	.00	1500	1500.00	0
50 90		EOP ENVIRON. SAMPLING	416	.00	0	416	.00	0	.00	5000	5000.00	0
50 **		OTHER CHARGES	37852	1196.58	3	37852	1196.58	3	.00	454300	453103.42	0
60		MATERIALS & SUPPLIES										
60 02		OFFICE SUPPLIES	500	360.31	72	500	360.31	72	.00	6000	5639.69	6
60 04		REPAIRS & MAINTENANCE	5833	209.21	4	5833	209.21	4	2266.96	70000	67523.83	4
60 06		FUELS & LUBRICANTS	2083	.00	0	2083	.00	0	.00	25000	25000.00	0
60 08		VEHICLE / EQUIP R&M	583	.00	0	583	.00	0	.00	7000	7000.00	0
60 10		UNIFORMS	583	562.16	96	583	562.16	96	.00	7000	6437.84	8
60 11		SAFETY EQUIP & PROGRAMS	416	.00	0	416	.00	0	.00	5000	5000.00	0
60 14		OTHER OPERATING SUPPLIES	6833	.00	0	6833	.00	0	.00	82000	82000.00	0

FUND 050 WATER & SEWER FUND			DEPT/DIV 5101 SEWER			DEPARTMENT/OPERATIONS								
BA	ELE	OBJ	ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****					
SUB		SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	UNENCUMB.		%
-----														
70			UTILITIES											
702			SEWER											
60	24		SMALL TOOLS	125	.00	0	125	.00	0	.00	1500	1500.00	0	
60	50		LABORATORY TEST EQUIP	2500	2187.76	88	2500	2187.76	88	.00	30000	27812.24	7	
60	**		MATERIALS & SUPPLIES	19456	3319.44	17	19456	3319.44	17	2266.96	233500	227913.60	2	
70			TRANSFER OUT											
70	05		TO RESERVES	8393	.00	0	8393	.00	0	.00	100720	100720.00	0	
70	**		TRANSFER OUT	8393	.00	0	8393	.00	0	.00	100720	100720.00	0	
90			DEBT SERVICE											
90	02		PRINCIPAL	10337	.00	0	10337	.00	0	.00	124050	124050.00	0	
90	04		INTEREST	2220	.00	0	2220	.00	0	.00	26640	26640.00	0	
90	**		DEBT SERVICE	12557	.00	0	12557	.00	0	.00	150690	150690.00	0	
91			DEBT SERVICE-2020A											
91	02		PRINCIPAL	6560	.00	0	6560	.00	0	.00	78720	78720.00	0	
91	04		INTEREST	5044	30265.06	600	5044	30265.06	600	.00	60530	30264.94	50	
91	**		DEBT SERVICE-2020A	11604	30265.06	261	11604	30265.06	261	.00	139250	108984.94	22	
92			DEBT SERVICE-SERIES 2022											
92	02		PRINCIPAL	0	73800.00	0	0	73800.00	0	.00	0	73800.00-	0	
92	04		INTEREST	0	34680.88	0	0	34680.88	0	.00	0	34680.88-	0	
92	**		DEBT SERVICE-SERIES 2022	0	108480.88	0	0	108480.88	0	.00	0	108480.88-	0	
702	**	**	SEWER	157680	191289.32	121	157680	191289.32	121	2566.96	1892330	1698473.72	10	
70	**	**	UTILITIES	157680	191289.32	121	157680	191289.32	121	2566.96	1892330	1698473.72	10	
DIV	5101		TOTAL *****											
			OPERATIONS	157680	191289.32	121	157680	191289.32	121	2566.96	1892330	1698473.72	10	

FUND 050 WATER & SEWER FUND			DEPT/DIV 5102 SEWER			DEPARTMENT/PUMP STATION						
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----												
70		UTILITIES										
705		RIVERVIEW PUMP STATION										
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	1083	.00	0	1083	.00	0	.00	13000	13000.00	0
	50 08	TELECOMMUNICATIONS	83	63.58	77	83	63.58	77	.00	1000	936.42	6
	50 **	OTHER CHARGES	1166	63.58	6	1166	63.58	6	.00	14000	13936.42	1
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	833	.00	0	833	.00	0	.00	10000	10000.00	0
	60 **	MATERIALS & SUPPLIES	833	.00	0	833	.00	0	.00	10000	10000.00	0
705	** **	RIVERVIEW PUMP STATION	1999	63.58	3	1999	63.58	3	.00	24000	23936.42	0
70	** **	UTILITIES	1999	63.58	3	1999	63.58	3	.00	24000	23936.42	0
DIV	5102	TOTAL *****										
		PUMP STATION	1999	63.58	3	1999	63.58	3	.00	24000	23936.42	0

FUND 050 WATER & SEWER FUND			DEPT/DIV 5110 SEWER			DEPARTMENT/SEWER CAPITAL OUTLAY						
BA ELE OBJ	ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----												
70		UTILITIES										
702		SEWER										
	81	CAPITAL OUTLAY - REPLACE										
	81 02	VEHICLE REPLACEMENT	7708	.00	0	7708	.00	0	.00	92500	92500.00	0
	81 06	MACHINERY & EQUIPMENT	12916	1400.00	11	12916	1400.00	11	.00	155000	153600.00	1
	81 **	CAPITAL OUTLAY - REPLACE	20624	1400.00	7	20624	1400.00	7	.00	247500	246100.00	1
	82	CAPITAL OUTLAY - NEW										
	82 06	MACHINERY & EQUIPMENT	4166	.00	0	4166	.00	0	.00	50000	50000.00	0
	82 20	SEWER SYSTEM	433333	.00	0	433333	.00	0	.00	5200000	5200000.00	0
	82 **	CAPITAL OUTLAY - NEW	437499	.00	0	437499	.00	0	.00	5250000	5250000.00	0
702	** **	SEWER	458123	1400.00	0	458123	1400.00	0	.00	5497500	5496100.00	0
70	** **	UTILITIES	458123	1400.00	0	458123	1400.00	0	.00	5497500	5496100.00	0
DIV	5110	TOTAL *****										
		SEWER CAPITAL OUTLAY	458123	1400.00	0	458123	1400.00	0	.00	5497500	5496100.00	0
DEPT	51	TOTAL *****										
		SEWER DEPARTMENT	617802	192752.90	31	617802	192752.90	31	2566.96	7413830	7218510.14	3

FUND 050 WATER & SEWER FUND											
DEPT/DIV 5201 DISTRIBUTION & COLLECTION/OPERATIONS											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
71	DISTRIBUTION & COLLECTION										
711	DISTRIBUTION										
10	SALARIES AND WAGES										
10 02	REGULAR	11545	9292.20	81	11545	9292.20	81	.00	138540	129247.80	7
10 04	OVERTIME	275	309.10	112	275	309.10	112	.00	3300	2990.90	9
10 **	SALARIES AND WAGES	11820	9601.30	81	11820	9601.30	81	.00	141840	132238.70	7
20	BENEFITS										
20 02	FICA	870	694.90	80	870	694.90	80	.00	10450	9755.10	7
20 04	VA RETIREMENT SYSTEM	1184	306.50	26	1184	306.50	26	.00	14210	13903.50	2
20 06	GROUP MEDICAL INSURANCE	2120	1072.80	51	2120	1072.80	51	.00	25450	24377.20	4
20 08	GROUP LIFE INSURANCE	149	108.12	73	149	108.12	73	.00	1790	1681.88	6
20 18	VRS HYBRID EMPLOYER CONTR	0	479.68	0	0	479.68	0	.00	0	479.68-	0
20 20	ICMA HYBRID EMPLOYER CONT	0	73.72	0	0	73.72	0	.00	0	73.72-	0
20 **	BENEFITS	4323	2735.72	63	4323	2735.72	63	.00	51900	49164.28	5
30	CONTRACTUAL SERVICES										
30 08	MAINTENANCE SVC CONTRACTS	250	38.25	15	250	38.25	15	.00	3000	2961.75	1
30 16	PHYSICALS	25	.00	0	25	.00	0	.00	300	300.00	0
30 30	GIS MAPPING UPDATES	416	.00	0	416	.00	0	.00	5000	5000.00	0
30 **	CONTRACTUAL SERVICES	691	38.25	6	691	38.25	6	.00	8300	8261.75	1
50	OTHER CHARGES										
50 08	TELECOMMUNICATIONS	25	15.40	62	25	15.40	62	.00	300	284.60	5
50 24	SUBSISTANCE & LODGING	41	.00	0	41	.00	0	.00	500	500.00	0
50 26	CONVENTIONS & EDUCATIONS	66	.00	0	66	.00	0	.00	800	800.00	0
50 65	METER TESTING/REPLACEMENT	1250	.00	0	1250	.00	0	.00	15000	15000.00	0
50 76	MISS UTILITY	54	.00	0	54	.00	0	.00	650	650.00	0
50 **	OTHER CHARGES	1436	15.40	1	1436	15.40	1	.00	17250	17234.60	0
60	MATERIALS & SUPPLIES										
60 02	OFFICE SUPPLIES	66	.00	0	66	.00	0	.00	800	800.00	0
60 04	REPAIRS & MAINTENANCE	4166	8004.27	192	4166	8004.27	192	1198.68	50000	40797.05	18
60 06	FUELS & LUBRICANTS	775	.00	0	775	.00	0	.00	9300	9300.00	0
60 08	VEHICLE & EQUIP R&M	1125	.00	0	1125	.00	0	.00	13500	13500.00	0
60 10	UNIFORMS	216	.00	0	216	.00	0	.00	2600	2600.00	0
60 11	SAFETY EQUIP & PROGRAMS	108	.00	0	108	.00	0	.00	1300	1300.00	0
60 25	SMALL EQUIPMENT	116	.00	0	116	.00	0	.00	1400	1400.00	0
60 **	MATERIALS & SUPPLIES	6572	8004.27	122	6572	8004.27	122	1198.68	78900	69697.05	12
711 ** **	DISTRIBUTION	24842	20394.94	82	24842	20394.94	82	1198.68	298190	276596.38	7
712	COLLECTION										
10	SALARIES AND WAGES										
10 02	REGULAR	11545	9292.18	81	11545	9292.18	81	.00	138540	129247.82	7
10 04	OVERTIME	275	309.08	112	275	309.08	112	.00	3300	2990.92	9
10 **	SALARIES AND WAGES	11820	9601.26	81	11820	9601.26	81	.00	141840	132238.74	7

FUND 050 WATER & SEWER FUND			DEPT/DIV 5201 DISTRIBUTION & COLLECTION/OPERATIONS									
BA ELE OBJ	ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----												
71		DISTRIBUTION & COLLECTION										
712		COLLECTION										
	20	BENEFITS										
	20 02	FICA	870	694.83	80	870	694.83	80	.00	10450	9755.17	7
	20 04	VA RETIREMENT SYSTEM	1184	306.50	26	1184	306.50	26	.00	14210	13903.50	2
	20 06	GROUP MEDICAL INSURANCE	2120	1072.80	51	2120	1072.80	51	.00	25450	24377.20	4
	20 08	GROUP LIFE INSURANCE	149	108.04	73	149	108.04	73	.00	1790	1681.96	6
	20 18	VRS HYBRID EMPLOYER CONTR	0	479.68	0	0	479.68	0	.00	0	479.68-	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	73.70	0	0	73.70	0	.00	0	73.70-	0
	20 **	BENEFITS	4323	2735.55	63	4323	2735.55	63	.00	51900	49164.45	5
	30	CONTRACTUAL SERVICES										
	30 08	MAINTENANCE SVC CONTRACTS	125	38.25	31	125	38.25	31	.00	1500	1461.75	3
	30 16	PHYSICALS	25	.00	0	25	.00	0	.00	300	300.00	0
	30 26	IT NETWRK/WEBSITE SUPPORT	47	47.43	101	47	47.43	101	.00	570	522.57	8
	30 30	GIS MAPPING UPDATES	416	.00	0	416	.00	0	.00	5000	5000.00	0
	30 **	CONTRACTUAL SERVICES	613	85.68	14	613	85.68	14	.00	7370	7284.32	1
	50	OTHER CHARGES										
	50 08	TELECOMMUNICATIONS	33	15.40	47	33	15.40	47	.00	400	384.60	4
	50 24	SUBSISTANCE & LODGING	41	.00	0	41	.00	0	.00	500	500.00	0
	50 26	CONVENTIONS & EDUCATIONS	66	.00	0	66	.00	0	.00	800	800.00	0
	50 76	MISS UTILITY	58	.00	0	58	.00	0	.00	700	700.00	0
	50 **	OTHER CHARGES	198	15.40	8	198	15.40	8	.00	2400	2384.60	1
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	68	.00	0	68	.00	0	.00	820	820.00	0
	60 04	REPAIRS & MAINTENANCE	3750	3536.03	94	3750	3536.03	94	.00	45000	41463.97	8
	60 06	FUELS & LUBRICANTS	775	.00	0	775	.00	0	.00	9300	9300.00	0
	60 08	VEHICLE & EQUIP R&M	1058	.00	0	1058	.00	0	.00	12700	12700.00	0
	60 10	UNIFORMS	208	.00	0	208	.00	0	.00	2500	2500.00	0
	60 11	SAFETY EQUIP & PROGRAMS	108	.00	0	108	.00	0	.00	1300	1300.00	0
	60 25	SMALL EQUIPMENT	108	.00	0	108	.00	0	.00	1300	1300.00	0
	60 **	MATERIALS & SUPPLIES	6075	3536.03	58	6075	3536.03	58	.00	72920	69383.97	5
	81	CAPITAL OUTLAY - REPLACE										
	81 30	IMPRVMNTS OTHER THAN BLDG	833	.00	0	833	.00	0	.00	10000	10000.00	0
	81 **	CAPITAL OUTLAY - REPLACE	833	.00	0	833	.00	0	.00	10000	10000.00	0
712	** **	COLLECTION	23862	15973.92	67	23862	15973.92	67	.00	286430	270456.08	6
71	** **	DISTRIBUTION & COLLECTION	48704	36368.86	75	48704	36368.86	75	1198.68	584620	547052.46	6
DIV	5201	TOTAL ***** OPERATIONS	48704	36368.86	75	48704	36368.86	75	1198.68	584620	547052.46	6
DEPT	52	TOTAL ***** DISTRIBUTION & COLLECTION	48704	36368.86	75	48704	36368.86	75	1198.68	584620	547052.46	6



FUND 050 WATER & SEWER FUND											
DEPT/DIV 9104 NON DEPARTMENT/DEBT SERVICE											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
70	UTILITIES										
701	WATER										
90	DEBT SERVICE										
90 02	PRINCIPAL	1350	.00	0	1350	.00	0	.00	16200	16200.00	0
90 04	INTEREST	1250	.00	0	1250	.00	0	.00	15000	15000.00	0
90 **	DEBT SERVICE	2600	.00	0	2600	.00	0	.00	31200	31200.00	0
701 ** **	WATER	2600	.00	0	2600	.00	0	.00	31200	31200.00	0
70 ** **	UTILITIES	2600	.00	0	2600	.00	0	.00	31200	31200.00	0
DIV 9104	TOTAL *****										
	DEBT SERVICE	2600	.00	0	2600	.00	0	.00	31200	31200.00	0
DEPT 91	TOTAL *****										
	NON DEPARTMENT	2600	.00	0	2600	.00	0	.00	31200	31200.00	0
FUND 050	TOTAL *****										
	WATER & SEWER FUND	1187691	750347.49	63	1187691	750347.49	63	20180.89	14253020	13482491.62	5

FUND 090 CEMETERY FUND											
DEPT/DIV 0000											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
-----											
60											
603	CEMETERY										
10	SALARIES AND WAGES										
10 02	REGULAR	1250	432.77	35	1250	432.77	35	.00	15000	14567.23	3
10 04	OVERTIME	125	.00	0	125	.00	0	.00	1500	1500.00	0
10 **	SALARIES AND WAGES	1375	432.77	32	1375	432.77	32	.00	16500	16067.23	3
20	BENEFITS										
20 02	FICA	108	26.06	24	108	26.06	24	.00	1300	1273.94	2
20 04	VA RETIREMENT SYSTEM	133	.00	0	133	.00	0	.00	1600	1600.00	0
20 06	GROUP MEDICAL INSURANCE	208	67.06	32	208	67.06	32	.00	2500	2432.94	3
20 08	GROUP LIFE INSURANCE	16	5.33	33	16	5.33	33	.00	200	194.67	3
20 18	VRS HYBRID EMPLOYER CONTR	0	34.95	0	0	34.95	0	.00	0	34.95-	0
20 20	ICMA HYBRID EMPLOYER CONT	0	7.47	0	0	7.47	0	.00	0	7.47-	0
20 **	BENEFITS	465	140.87	30	465	140.87	30	.00	5600	5459.13	3
30	CONTRACTUAL SERVICES										
30 36	MOWING CONTRACT	2916	.00	0	2916	.00	0	.00	35000	35000.00	0
30 **	CONTRACTUAL SERVICES	2916	.00	0	2916	.00	0	.00	35000	35000.00	0
60	MATERIALS & SUPPLIES										
60 04	REPAIRS & MAINTENANCE	833	.00	0	833	.00	0	.00	10000	10000.00	0
60 60	OPENING/CLOSING GRAVES	208	.00	0	208	.00	0	.00	2500	2500.00	0
60 **	MATERIALS & SUPPLIES	1041	.00	0	1041	.00	0	.00	12500	12500.00	0
70	TRANSFER OUT										
70 01	TO CEMETERY RESERVE	2270	.00	0	2270	.00	0	.00	27250	27250.00	0
70 **	TRANSFER OUT	2270	.00	0	2270	.00	0	.00	27250	27250.00	0
603 ** **	CEMETERY	8067	573.64	7	8067	573.64	7	.00	96850	96276.36	1
60 ** **		8067	573.64	7	8067	573.64	7	.00	96850	96276.36	1
DIV 0000	TOTAL *****	8067	573.64	7	8067	573.64	7	.00	96850	96276.36	1
DEPT 00	TOTAL *****	8067	573.64	7	8067	573.64	7	.00	96850	96276.36	1
FUND 090	TOTAL *****	8067	573.64	7	8067	573.64	7	.00	96850	96276.36	1
	CEMETERY FUND										
GRAND	TOTAL *****	1768815	1231923.37	70	1768815	1231923.37	70	52229.52	21227630	19943477.11	6

Town of Altavista  
Investment and Deposit Totals  
Balance as of July 31, 2023



**General Fund Reserves**

Money Market Account	4,094,908.23	
Certificate of Deposit	0.00	
LGIP	9,093,128.41	
Sub-Total		\$ 13,188,036.64

**Enterprise Fund Reserves**

Money Market Account	2,710,928.41	
Certificate of Deposit		
LGIP	2,676,482.61	
Sub-Total		\$ 5,387,411.02

**Highway Fund**

Money Market Account	57,350.00	
Certificate of Deposit	0.00	
LGIP	1,053,589.49	
Sub-Total		\$ 1,110,939.49

**Green Hill Cemetery**

Money Market Account	31,954.61	
Certificate of Deposit	725,951.71	
LGIP	80,858.48	
Sub-Total		\$ 838,764.80

**AEDA**

Money Market Account	0.00	
Certificate of Deposit	0.00	
LGIP	240,898.72	
Sub-Total		\$ 240,898.72

**Federal Forfeiture Account** \$0.00

**State Forfeiture Account** \$7,955.43

**Operating Cash Account** \$ 3,871,104.83

**Grand Total Investments and Deposits** \$ 24,645,110.93

**Designated Balance** \$ 17,364,499.47

**Undesignated Balance** \$ 7,280,611.46

**DISTRIBUTION OF UNDESIGNATED FUNDS**

Policy Money	5,012,538.00
PCB	418,058.59
Accrued Liability as of 6/30/2022	180,789.74
ED remaining balance of \$35,000 (website and marketing)	6,240.00
Earmarked for AOT No Interest Loan Program - Grant (5/11/21)	15,821.44
"Pop-Up" Altavista Funding - Downtown Business Invest Grant	2,764.12
Funds carried over for projects not completed during prior FY	1,121,545.31
ARPA Funding - 1st Tranche & 2nd Tranche	2,806,534.67
CIP Items Earmarked for Future Purchase	411,220.00
Park Improvements	11,300.00
AVOCA Maintenance Funds	111,428.33
Proceeds from sale of Armory	212,826.00
Theater Transfer In FY2022 Budget	983,770.00

**EARMARKED FUNDS** \$ 11,294,836.20

**RESERVE POLICY FUNDS**

**General Fund:** The General Fund Undesignated Fund Balance at the close of each FY per the town's audit, should be at least 50% of Annual Recurring Revenues. (8/10/21) 3,200,986

**Enterprise Fund:** Unrestricted cash for the Enterprise Fund should be a minimum of 50% of total water and sewer utility fund expenditures. (12/13/11) 1,811,552

**Total Reserve Policy Funds** 5,012,538



TOWN OF ALTAVISTA  
TOWN COUNCIL  
REGULAR MEETING  
August 8, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 6.B

**CONSENT AGENDA**

**Title: Town Council Meeting Minutes**

**Staff Resource: Crystal Hailey, Asst. Town Clerk**

---

**Action(s):**

Approve minutes as presented: or advise Staff of needed corrections.

**Explanation:**

Minutes transcribed from the Altavista Town Council's following meetings:

- July 11th Regular Meeting
- July 25th Work Session

**Background:**

At each month's regular meeting, Town Council reviews minutes transcribed from their previous month's meetings.

Town Council can approve the minutes as presented, or inform Staff of corrections needed, and approve them as amended.

**Funding Source(s):**

**Attachments:** *(click item to open)*

*attachment 1. Altavista Town Council RM 7.11.23*

*attachment 2. Altavista Town Council WS Minutes 7.25.23*

Altavista Town Council Regular Meeting - July 11, 2023

The Altavista Town Council held their July 2023 Regular Meeting in Council Chambers of the Town Hall/J.R. Burgess Municipal Building, 510 Seventh Street, on Tuesday, July 11th, at 6pm.

1. At six o'clock p.m., Mayor Mike Mattox called the regular meeting to order and presided.

Council Members

Present: Vice Mayor Reginald Bennett  
Mr. Timothy George  
Mr. Jay Higginbotham  
Mayor Michael Mattox

Absent: Dr. Scott Lowman  
Mr. Wayne Mitchell  
Mr. Tracy Emerson

Town Staff present: Mr. Gary Shanaberger, Town Manager  
Mr. Mathew Perkins, Assistant Town Manager  
Mrs. Tobie Shelton, Treasurer/Finance Director  
Chief Tommy Merricks, Altavista Police Dept.  
Mr. Tom Fore, Public Services Director  
Mr. Paul Hill, Assistant Public Services Director  
Mrs. Crystal Hailey, Assistant Town Clerk  
Mr. John Eller, Town Attorney

Pastor William Pillow, Altavista Baptist Tabernacle, delivered the Invocation.  
After the invocation, Mayor Mattox led the meeting in the Pledge of Allegiance.

2. Agenda Adoption

Mayor Mattox informed Town Council that a Closed Session had been added to the July 11th agenda, and asked Council if they had any questions or concerns, of which there were none.

Vice Mayor Reggie Bennett motioned to approve the July 11, 2023, Altavista Town Council Meeting Agenda as amended, seconded by Councilman Tim George. The motion carried.

Vote:	Vice Mayor Reggie Bennett	Yes
	Mayor Mike Mattox	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Tim George	Yes

3. Recognitions and Presentations

Town of Altavista Personnel Changes - June 2023:

- Milestones:  
None
- New Hire:  
Jacklynne Goyne, APD Police Recruit
- Departures:  
Shayne Petrie, Water Department, Class II Operator  
Brandon Snyder, Utilities, Maintenance Worker  
Jamie Gillespie, Spark Center, Business & Community Engagement Coordinator

4. Citizen's Time

Harriet Hardy thanked Public Works for the good work of mowing and clearing weeds on Third Avenue, making it easier to see and safer when exiting English Park.

Ms. Hardy also thanked Town Council and the Town for continuing to support Altavista's Senior Center, of which she was a longtime member.

Mr. Tom Lawton introduced himself to Council as a Republican candidate running for the Altavista District's Representative on the Campbell County Board of Supervisors. Mr. Lawton stated, if elected, he would work hard to encourage economic growth, and keep taxes low.

5. Town & Community Partners – Updates

There were no partner updates given on this date.

## Altavista Town Council Regular Meeting - July 11, 2023

### 6. Consent Agenda

- TOA Monthly Financial Reports - June 2023
- Town Council Meeting Minutes - June Regular Meeting and Work Session
- WWTP Improvement Project – Notice of Award (Engineer)

Vice Mayor Reggie Bennett made a motion, seconded by Councilman Tim George, to approve the July 11, 2023, Consent Agenda as presented. The motion carried.

Vote:	Vice Mayor Reggie Bennett	Yes
	Mayor Mike Mattox	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Tim George	Yes

### 7. Public Hearings

There were no public hearings held on this date.

### 8. New Business

There were no new business items to discuss on this date.

### 9. Unfinished Business

WWTP: Clarifier #3 Replacement Project

Presented by Altavista's Assistant Director of Public Services, Paul Hill

Mr. Hill informed Town Council that, resulting from a recent RFP for the Clarifier #3 Replacement Project, numerous bids were submitted. He stated Staff consulted with Hurt & Proffitt, and both recommended to award JS Haren the construction portion of the project.

Councilman Higginbotham asked Public Services Director Tom Fore if he believed the bid choice was the best option for this project.

Mr. Fore ensured Council that a rigorous review of the bids was conducted, and he and Mr. Hill were confident in Hurt & Proffitt's recommendation. He informed Council that all stainless steel components would be installed to increase the life of the new clarifier, which was the largest, and needed to run continuously. Mr. Fore stated that JS Haren would be held to the Town's specifications required for this task.

Town Council accepted Staff's and Hurt & Proffitt's recommendation, and approved Staff's request to award JS Haren the construction portion of the Clarifier #3 Replacement Project.

A motion to approve was made by Vice Mayor Reggie Bennett, seconded by Councilman Tim George. The motion carried, with a 4-0 vote of approval.

### 10. June 2023 Departmental Reports, Project Updates, and Communications

- TOA Finance Reports
- Utilities – Project Updates
- Public Services Monthly Report
- Community Development Report
- Altavista Police Department Reports
- Town Council Monthly Meeting Calendars – July and August

Departmental Reports and Town Council's Meeting Calendars were delivered to Council with their July 11th Meeting Agenda Pre-Packet.

Mayor Mattox asked the Town Manager and Department Directors if they had any project updates, comments pertaining to monthly reports, or any other matter to discuss with Council.

- Director of Public Services Tom Fore reminded Town Council that the Water Plant was currently short-staffed, and he continued to assist with evening operations until the matter could be resolved. Mr. Fore informed Council that he was awaiting a response from the VDH regarding his variance request, to allow operations to be done by a Class I Operator, until another Class II could be hired. He stated that he would keep Council updated.

## Altavista Town Council Regular Meeting - July 11, 2023

- Assistant Town Manager Matt Perkins informed Town Council that the Town of Altavista finished signing the required ARS documents, and that construction would begin soon on two new houses in Altavista under the ARS program.
- Town Manager Gary Shanaberger informed Town Council that Staff submitted, with the assistance of CARDNO, an application for additional funds through the Town's existing Brownfields Grant, intended for use to clean up a recent acquired property (Frazier Farm).
- Manager Shanaberger referenced a recent email he sent to Council with theatre options to visit, for ideas and inspiration for the Vista Theatre. He encouraged Council to send in their preferred option(s) within the next two weeks, so the item could be placed on the July Work Session for Council to narrow down a collaborative list of theatres to visit.
- Manager Shanaberger thanked Altavista's Public Services Departments for the hard work they do for their community, even on holidays when Town offices are closed. He gave an example: during the 4th of July holiday, they spent ten (10) hours working on a water leak.

### 11. Matters from Council

- Vice Mayor Reggie Bennett also shared his appreciation for Altavista's Public Service Departments, and for Town Staff/Employees, including the Altavista Police Department, for their diligent efforts and dedication to keeping the Town running smoothly and servicing the Altavista community.
- Mayor Mattox concurred with the Vice Mayor. He also thanked all of the citizens that attended the meeting that evening, and encouraged others to do so.

### 12. Closed Session

I move that the Altavista Town Council convene in closed session in accordance with the provisions set out in the Code of Virginia, 1950, as amended,

*Section 2.2-3711 (A)(1) Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees, or employees of a public body*

This motion was made by Vice Mayor Reggie Bennett, seconded by Councilman Tim George. The motion carried, with a 4-0 vote of approval.

Town Council went into Closed Session at 6:17pm; and returned to the regular session at 6:26pm.

#### FOLLOWING CLOSED SESSION:

A motion was made by Vice Mayor Bennett, seconded by Councilman George, to adopt the certification of a closed meeting.

#### CERTIFICATION OF CLOSED MEETING

WHEREAS, the town council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the town council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED the Town Council hereby certifies, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the town council.

### 13. Adjournment

With no further business to discuss, Mayor Mattox adjourned the meeting at 6:57pm.

---

Michael Mattox, Mayor

---

Gary Shanaberger, Town Clerk/Town Manager

**Altavista Town Council Work Session, Tuesday, July 25, 2023**

The July 2023 Work Session for Altavista’s Town Council was held in Council Chambers of the J.R. Burgess Municipal Building, 510 7th Street, on Tuesday, July 25th, at 5:00 PM.

Mayor Mike Mattox called the meeting to order and presided.

- Town Council
- Members present:

Vice Mayor Reggie Bennett  
Mr. Timothy George  
Dr. Scott Lowman  
Mayor Michael Mattox  
Mr. Wayne Mitchell
- Absent:

Mr. Jay Higginbotham  
Mr. Tracy Emerson
- Also Present:

Mr. Gary Shanaberger, Town Manager  
Mr. Matthew Perkins, Asst. Town Manager  
Mrs. Tobie Shelton, Director of Finance and Administration  
Mr. Tommy Merricks, APD Chief of Police  
Mr. Tom Fore, Director of Public Services  
Mr. Jeff Arthur, Manager of Public Works  
Mr. John Eller, TOA Town Attorney  
Mrs. Crystal Hailey, Assistant Town Clerk

1. Agenda Adoption

Mayor Mattox informed Council of an amendment to the agenda; and addition to section#5.New Business – Altavista On Track Request. He asked Town Council if they had any questions, comments, or concerns in regard to the July 2023 Work Session Agenda, of which there were none.

Vice Mayor Reggie Bennett made a motion, seconded by Councilman Wayne Mitchell, to approve the agenda as amended. The motion carried, with a 5-0 vote from Town Council.

2. Recognitions and Presentations

- Altavista On Track (AOT)  
  
AOT Executive Director, David Greene, shared with Council the webpage recently created for AOT’s 2023 Rivertown Fest, with the assistance of students participating in a Web Design Class, offered through the Spark Innovation Center’s Summer STEM Camp Program. Mr. Green thanked Ryan Weeks, Lynchburg Regional Business Alliance, for teaching the class, Autumn Evans for her assistance at the Spark Center, and all of the students for their contributions to AOT’s web page; Zander Bartley, Nyameye Adom, Jordan Claytor, Breyden Milam, and Brack Blackstock.  
  
Mr. Weeks thanked the Town for the opportunity to teach Spark’s Web Design Class, and stated that he would be happy to again. He said the students learned a lot and did a great job with the task given to them.

3. Citizen’s Time

Mayor Mattox asked if there were any citizens present that would like to come before Town Council regarding a non-agenda item. There were none.

4. Unfinished Business

- Pittsylvania Avenue Washout – Contractor Award  
  
Altavista Director of Public Services, Tom Fore, referenced the washout occurring on the riverbank alongside the English Park boat ramp, below Pittsylvania Avenue. Mr. Fore stated, after consulting with VDOT, Staff was given the best course of action, and between the two bids submitted, Concrete Foundations, at \$90,000, was Staff’s recommendation for the project. He asked for Council’s consideration to place the item on the August 8th Consent Agenda.  
  
Councilman Mitchell asked if VDOT gave the Town a written request to remediate this issue.  
  
Mr. Fore answered they did not, and reminded Council that part of Pittsylvania Avenue was Altavista’s responsibility to maintain, however VDOT did recommend the Town use a specific type of materials (rock/stone) to complete the work needed. He said the Town could choose to use other materials, but concurred with VDOT’s recommendation.  
  
Mr. Mitchell asked how long this issue had been happening, and was it getting worse.



## Altavista Town Council Work Session, Tuesday, July 25, 2023

Mr. Fore stated the washout started five years prior when a large tree fell, and the erosion had continued to get worse every year the issue was not remediated. He stated it was getting close to a raw waterline.

Councilman George stated that he thought the Town was only required to pave Pittsylvania Avenue, and shared his concerns with the Town having to do all the work for this project, without VDOT's assistance. He asked the Town's Attorney, John Eller, if the agreement between VDOT and the Town mentioned this type of situation.

Mr. Eller reiterated Mr. Fore's statement, that Main Street and Bedford Avenue were the only roads in Altavista that's VDOT was responsible for, and the remaining roads were the responsibility of the Town.

Mayor Mattox asked Town Council if they were ready to make a choice whether to place this request on the August 8th Consent Agenda, or on the meeting's agenda as an item for discussion.

Vice Mayor Reggie Bennett asked Town Attorney John Eller to review the agreement between the Town of Altavista and VDOT, and confirm what, if any, VDOT's responsibility was in this matter.

Councilman Mitchell asked, if a storm washed away the bridge on Pittsylvania Avenue, would it be the Town's responsibility to fix the road that joined the bridge.

Mr. Fore stated that the Town did its due diligence by being part of Campbell County's Hazard Mitigation Plan, and in a case as Councilman Mitchell's scenario, the Town would be reimbursed by FEMA.

Vice Mayor Bennett asked, if the bank erosion continued, and disturbed the aforementioned raw waterline, how much of the Town's water supply would be affected.

Mr. Fore answered, "all of it", but stated that the Town had contingency plans in place for such an incident

Councilman George shared his concerns with the Town having to manage the washout issue.

Mr. Fore reminded Council that the Town's Highway Fund (VDOT funding) would be utilized to cover the cost to remediate the Pittsylvania Avenue washout.

Councilman Mitchell referenced the large tree that fell and started the erosion issue at the said site, and asked if there were additional trees in that area that could be removed, so the Town could be proactive in deterring such erosion issues.

Mr. Fore stated, yes, there were other large trees along Lynch Creek that could be removed to help prevent such an incident. He also suggested the Town plant River Willows, which would assist in holding the riverbank together, deterring erosion.

There was consensus of Town Council to accept Staff's recommendation to award Concrete Foundation Inc. this project, and to place this item on the August 8th Consent Agenda for official approval.

### 5. New Items for Discussion

#### ▪ Altavista On Track (AOT) – Special Event Permit Request

Assistant Town Manager Matt Perkins informed Town Council that AOT was changing the name of their annual fall festival, from BBQ, Bourbon, & Beer Festival, to Rivertown Festival. He stated that AOT submitted a Special Event Permit Application requesting permission to also relocate the event from English Park to Broad Street, and included a request for Broad St. to be closed during event hours.

Mr. Perkins stated that the SEP application was pending approval from Town Administration, until the details and logistics could be finalized with the Altavista Police Dept. and Public Works concerning road closures and street barriers for the event.

Councilman Mitchell thanked AOT for continuing the annual festival, and said he was looking forward to attending.

AOT Director David Greene thanked Town Council for their continued support of Altavista On Track. He informed Council that this year's festival would include food, music, a car show, and much more.

There was a consensus of Town Council to allow AOT to relocate their annual fall festival from English Park to Broad Street. The allowance included the following road closures: Broad Street, from Main Street to Washington Street, Seventh Street from Campbell Avenue to just past Broad Street (Hailey's/Post Office alley), and Washington Street.

## Altavista Town Council Work Session, Tuesday, July 25, 2023

- Administrative Office – Surplus Request

Altavista's Director of Finance and Administration, Tobie Shelton, presented this item to Town Council. Mrs. Shelton showed of the items that the Administration Department was requesting to be deemed surplus property; and to authorize Staff to sell (on GOV Deals) or dispose of the items.

Mayor Mattox asked Town Council if they had questions regarding the request, of which there were none.

After reviewing the list and photos of the items requested for surplus, there was a consensus of Town Council to place this item on the August 8th Consent Agenda for official approval.

- FY2023 Carryover Request

Director Tobie Shelton stated that Staff was requesting to carryover unexpended funds, totaling \$315,650, for projects budgeted in FY2023, but were not completed during that fiscal year. She said, this action would transfer the unexpended funds from the FY2023 Budget to reserves, and earmarked for the stated use; once the expenditures were made, Staff would present a budget amendment for Council's approval.

Mayor Mattox asked Town Council if they had questions regarding the request, of which there were none.

Councilman George referenced the carryover request for Parks & Recreation, painting two gazebos and installing three shade sails. He asked which location(s) were the shade sails being placed.

Public Work Manager Jeff Arthur answered that the budget only allowed for one (1) shade sail at that time, and it was being placed at the Leanord Coleman Memorial Park located on 15th Street.

Mr. George asked if the shade sail could be placed at the Pat DeBernard River Overlook, instead of at the Leonard Coleman Memorial Park.

Mr. Arthur stated that the sail was purchased specifically for the playground equipment at the Coleman Memorial Park, and would not attach correctly to the overlook.

With no further questions from Council, Town Council was in consensus to authorize Staff to place this item on the August 8th Consent Agenda for official approval.

### 6. Staff Updates

- Background: The Town of Altavista was selected by the Environmental Protection Agency (EPA) to sample for Unregulated Contaminant Monitoring Rule 5. Public Water Systems (PWS) began nationwide sampling for 29 per and poly fluoroalkyl substances (PFAS) and lithium in drinking water on January 1, 2023. These contaminants are listed on the fifth Unregulated Contaminant Monitoring Rule (UCMR 5). Sampling will continue through December 31, 2025.

Public Services Director Tom Fore referenced the chemical testing for PFAS being conducted by the EPA at Altavista's Water Treatment Plant, due to known chemicals from a facility cleaning in West Virginia being discharged into the Roanoke River. He informed Council that the first and second round of testing showed little-to-no trace of the chemicals in the Staunton River, adjacent to Altavista. Mr. Fore said the chemicals were currently unregulated, but he believed the federal government would regulate them soon.

- APD Chief Tommy Merricks reminded everyone that the APD's event for the 2023 National Night Out was scheduled for Tuesday, August 1st, from 5-9pm, and located once again at English Park, behind the Booker Building. He invited everyone to attend the community event, with free food and entertainment.
- Chief Merricks also informed Council of a recent incident on the river at English Park when a near-drowning occurred. He recommended the Town erect additional safety signs along English Park's riverbank where patrons frequently swim.

With a Consensus of Council, Public Works Manager Jeff Arthur said he would place additional signs.

- Public Services Director Tom Fore referenced the multiple times that Public Works worked overtime to service the Town's utility infrastructure. He thanked Public Works for their hard work and dedication to the Town. He informed Town Council of an Appreciation Luncheon he was giving the Public Works Department on Friday, September 15th, and welcomed them to join.

Mayor Mattox asked Mr. Fore if the Town's Public Services was still understaffed.

Mr. Fore informed Council of the following TOA Employee vacancies: (2) Facility Maintenance, (1) Public Works, Buildings & Grounds, (1) Public Works, Utilities, and (3) Full Time Water Plant Operators.

**Altavista Town Council Work Session, Tuesday, July 25, 2023**

Mr. Fore also informed Town Council that the Water Plant was still short of a Class II Operator, and that he and the Town Manager were working on a variance with the VHD to manage the issue.

Mr. Fore said he believed the Town needed to consider paying operators a higher salary than the current rate, to stay competitive in the job market, and with surrounding localities.

Vice Mayor Reggie Bennett suggested placing the Town’s lighted billboard sign on Pittsylvania Avenue to advertise that the Town was hiring for the aforementioned positions.

7. Matters from Town Council

- Vice Mayor Reggie Bennett thanked the citizens that attended this work session. He also thanked the students that attended the Spark Innovation Center Website Camp, and encouraged them to continue working hard in pursuing their education and desired careers.
- Councilman Tim George referenced the Green Hill Connector Trail, and the three bridges constructed by a Boy Scout Troop as an Eagle Scout project. He reminded Staff that a recognition plaque needed to be placed at each bridge. He also referenced the kiosk entering Eagle Trail and asked Staff to check on the plaque for the Boy Scouts that did work in that area.

Public Works Manager Jeff Arthur stated that the company that created the new wayfinding signs for English Park’s trail system was also working on the kiosk plaque.

Mr. George referenced the three large pipes laying at the bottom of that trail, connected to English Park, and asked Staff to investigate whether they were going to being used or need to be moved.

8. Town Council Closed Session

There was no closed session scheduled or conducted during this work session.

9. Adjournment

Mayor Mattox asked if there were any additional comments or concerns from Town Council or Staff, of which there were none.

The July 25th, 2023, Town Council Work Session was adjourned at 5:51 p.m.

\_\_\_\_\_  
Michael Mattox, Mayor of Altavista

\_\_\_\_\_  
Gary Shanaberger, Town Manager/Town Clerk



TOWN OF ALTAVISTA  
TOWN COUNCIL  
REGULAR MEETING  
August 8, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 6.C

**CONSENT AGENDA**

**Title: Administration Office Surplus**

**Staff Resource: Tobie Shelton, Director of Finance and Administration**

---

**Action(s):**

Staff is requesting Council declare the items in the attached listing as surplus property and authorize its sale or disposal. If Council reaches a consensus, this item can be placed on the consent agenda for the August regular meeting.

**Explanation:**

The items in the attached listing are no longer operational, no longer compatible with our network or no longer of use to the town's operation.

**Background:**

At their July 25th Work Session, Town Council authorized staff to place this item on the August 8th Consent Agenda for official approval.

**Funding Source(s):**

N/A

**Attachments:** *(click item to open)*

*[Attachment. Surplus Items - Administration Office 2023](#)*

## 2023 Surplus Items - Administration Office





TOWN OF ALTAVISTA  
TOWN COUNCIL  
REGULAR MEETING  
August 8, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 6.D

**CONSENT AGENDA**

**Title: FY2023 Carryover Requests**

**Staff Resource: Tobie Shelton, Director of Finance and Administration**

---

**Action(s):**

Reach a consensus to place this item on the consent agenda for the August 8, 2023 regular meeting.

**Explanation:**

Staff is requesting to carryover unexpended funds totaling \$315,650 for projects budgeted in FY2023 that were not completed during the fiscal year.

**Background:**

At their July 25th Work Session, Town Council authorized Staff to place this item on the August 8th Consent Agenda for official approval.

**Funding Source(s):**

This action would transfer the unexpended funds from the FY 2023 Budget to reserves, earmarked for the stated use. Once the expenditures are made, staff will present a budget amendment for Council's approval.

**Attachments:** *(click item to open)*

*Attachment 1. Memo to Council FY 2023 Year End Carryovers*



DATE: July 21, 2023

MEMO TO: Mayor Mattox and Members of Council

FROM: Tobie Shelton

RE: FY 2023 / Year End Carryover Request

Staff is requesting to carryover unexpended funds totaling \$315,650 for projects budgeted in FY 2023 that were not completed during the fiscal year originally awarded.

**Avoca – (\$35,000)**

\$35,000 to cover the cost of replacing the mansion's heat pumps. Funding for the project will come from Reserve Maintenance Funds.

**Administration – (\$15,000)**

\$15,000 to cover costs to replace the water heater at town hall.

**Transit (ACTS) – (\$82,150)**

\$82,150 to cover costs to replace one of the 15-passenger body-on-chassis (BOC) buses.

**Parks & Recreation – (\$25,500)**

\$6,000 painting of two (2) gazebos.

\$19,500 purchase and installation of three (3) shade sails.

**Spark – (\$5,000)**

\$5,000 Contractual Services for Feasibility Study.

**Economic Development – (\$5,000)**

\$5,000 Contractual Services for Spark Feasibility Study.

**Water – (\$85,000)**

\$60,000 Replacement of raw water control valve.

\$25,000 Painting of walls and floors at water plant.

Approved projects and funding sources:

- \$196,000 Water plant security. Funded by ANB 2022 SNAP borrowing.
- \$230,000 WTP SCADA improvements. Funded by ANB 2022 SNAP borrowing.
- \$350,000 Sedimentation and Solids Handling Project. To be funded by a new borrowing.
- \$1,059,847 Installment of Advanced Water Metering System. Funded by ARPA.
- \$46,000 Design work for Spring Site infrastructure improvements. Funded by ARPA.

**Wastewater – (\$63,000)**

\$5,000 Replacement of lab scales.

\$40,000 40 hp pump replacement at Main Pump Station.

\$18,000 Replacement of 60 hp digester blower.

Approved projects and funding sources:

- \$1,568,200 Electrical Upgrade Project. Funded by VRA-VCWRLF

- \$694,500 Aeration Rehab Project (design, permits, construction admin). To be funded by a new borrowing.
- \$51,000 Main Pump Station upgrade (design and permits). To be funded by a new borrowing.
- \$750,000 Replacement of UV light system. Funded by ARPA and a new borrowing.
- \$350,000 WWTP SCADA improvements. Funded by ANB 2022 SNAP borrowing.

I respectfully request the Council's approval to earmark funds for the above listed items totaling \$315,650 in reserves to be expended during FY 2024. A budget amendment will be presented to Council to transfer in the funds once the project is ready to be procured.





TOWN OF ALTAVISTA  
TOWN COUNCIL  
REGULAR MEETING  
August 8, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 6.E

**CONSENT AGENDA**

**Title: Pittsylvania Ave. washout - Contractor Approval**

**Staff Resource: Public Services: Paul Hill, Jeff Arthur, and Tom Fore**

---

**Action(s):**

Staff would request Town Council to place this item on the August Consent Agenda, for approval to award Concrete Foundations Inc. this project: to repair the stream bank from the washout on Pittsylvania Ave.; according to VDOT's request. Attached are two quotes.

**Explanation:**

The Lynch Creek stream bank on Pittsylvania Ave. had a tree fall several years ago at that location; and due to flooding of the Staunton River, this area has created a washout. After consulting with the Virginia Department of Transportation, we now have a plan to repair the issue and re-stabilize the area, as this is one of the town-maintained streets.

**Background:**

At the July 25th Work Session, Staff requested Town Council to place this item on the August Consent Agenda, for approval to award Concrete Foundations Inc. this project: to repair the stream bank from the washout on Pittsylvania Ave.; according to VDOT's request.

**Funding Source(s):**

Transfer in Highway revenue, from reserves to fund the project.

**Attachments:** *(click item to open)*

*[attachment 1. Pitts Ave Concrete Foundations quote](#)*

CONCRETE FOUNDATIONS INC

072 ROCKFORD SCHOOL RD

RETNA VA 24557

54-656-6592

434-656-1223

JUNE 9, 2023

TOWN OF ALTAVISTA

PITTSYLVANIA AVE- ENGLISH PARK

1. WASH OUT AREA AT ENGLISH PARK
2. INSTALL RIPRAP
3. TRAFFIC CONTROL
4. REMOVE GUARDRAIL AND REINSTALL AS NEEDED
5. LABOR, MATERIALS, AND EQUIPMENT

TOTAL \$90,000.00

---

TOWN OF ALTAVISTA

---

DATE

---

CONCRETE FOUNDATIONS INC

---

DATE



TOWN OF ALTAVISTA  
TOWN COUNCIL  
REGULAR MEETING  
August 8, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 8.A

**NEW BUSINESS**

**Title: Utility Improvements - Reimbursement Resolution for Potential New Borrowing**  
**Staff Resource: Tobie Shelton, Director of Finance and Administration; Tom Fore, Public Services Director**

---

**Action(s):**

Staff is requesting Council's approval.

**Explanation:**

Two projects that are part of the Facilities Assessment Improvement Plan (FAIP) remain undone: Water Plant's Sedimentation Project and Wastewater Plant's Aeration Project. Loan forgiveness has been awarded for portions of both projects, however, a potential borrowing may be needed to fund the remainder. Adoption of a Reimbursement Resolution will allow the Town to pay itself back for any expenditures made no more than 60 days prior to the date of the resolution.

Project specific information would still be brought before Council regarding the projects and Council will make the ultimate decision to fund said projects with a borrowing.

**Background:**

A Reimbursement Resolution is a "Resolution of Official Intent" to seek reimbursement for project expenditures from a future borrowing. It is not a commitment to borrow. This resolution allows the town time to gather knowledge on a project as well as financial options available to the town to fund the project. If the project moves forward and is funded with a borrowing, the town has a right to reimburse itself for upfront costs associated with the project.

**Funding Source(s):**

N/A

**Attachments:** *(click item to open)*

*[Attachment 1. Reimbursement Resolution for 2023 General Obligation Bond](#)*

**RESOLUTION OF OFFICIAL INTENT TO REIMBURSE  
EXPENDITURES WITH PROCEEDS OF A BORROWING**

**WHEREAS**, the Town of Altavista, Virginia (the “Borrower”), intends to acquire, construct and equip improvements to its water and sewer systems, including (but not limited to) (a) sedimentation and solids handling improvements, and (b) aeration improvements (collectively, the “Project”); and

**WHEREAS**, plans for the Project have advanced such that the Borrower expects to advance its own funds to pay expenditures related to the Project (the “Expenditures”) and subsequently to receive reimbursement for such Expenditures from proceeds of tax-advantaged bonds or other debt to be issued by or on behalf of the Borrower (collectively, the “Bonds”);

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF ALTAVISTA, VIRGINIA:**

1. The Borrower intends to issue, or request a conduit issuer to issue, Bonds of one or more series to pay the costs of the Project in a principal amount not currently expected to exceed \$6,250,000.

2. The Borrower intends that the proceeds of the Bonds be used to reimburse the Borrower for Expenditures made on or after the date that is no more than 60 days prior to the date of this Resolution. The Borrower reasonably expects on the date hereof that it will reimburse the Expenditures with the proceeds of the Bonds.

3. Each Expenditure was or will be, unless otherwise approved by bond counsel, either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), (b) a cost of issuance with respect to the Bonds, (c) a nonrecurring item that is not customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent of the Borrower so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the Borrower.

4. The Borrower intends to make a reimbursement allocation, which is a written allocation by the Borrower that evidences the Borrower’s use of proceeds of the Bonds to reimburse an Expenditure, no later than 18 months after the later of (a) the date on which the Expenditure is paid or (b) the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The Borrower recognizes that exceptions are available for certain “preliminary expenditures,” costs of issuance, certain de minimis amounts, expenditures by “small issuers” (based on the year of issuance and not the year of expenditure) and expenditures for construction of at least five years.

5. The Borrower intends that the adoption of this Resolution confirms the “official intent” within the meaning of Treasury Regulations Section 1.150-2 promulgated under the Internal Revenue Code of 1986, as amended.

6. This Resolution shall take effect immediately upon its passage.

Adopted \_\_\_\_\_, 2023



TOWN OF ALTAVISTA  
TOWN COUNCIL  
REGULAR MEETING  
August 8, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 8.B

**NEW BUSINESS**

**Title: Request from Automated Industrial Technologies**

**Staff Resource: Tom Fore, Public Services Director**

---

**Action(s):**

Seeking Councils direction on this request.

**Explanation:**

The Town received a request from Automated Industrial Technologies, asking if they could test our new equipment. They would like to bury a fiber cable, at 1/2 an inch into asphalt on a Town road that is scheduled for paving.

Staff recommends using the WTP driveway, if council allows the test.

Below is a link to the company.

[Home - TRAXyL | Optical Fiber Network Solutions](#)

**Background:**

They have been working with a customer for the past four years designing and building a machine that lays fiber optic cable onto road surfaces. We have successfully made several installs around the country, mostly at government secured facilities. We are now in the process of upgrading the machine to lay the cable into the surface of the roadway, leaving a flush finish. I am currently looking for an abandoned road, or a road that is going to be repaved in the near future where we can run tests. The machine will cut, then fill a very shallow and narrow groove into the surface of the road. The groove is no wider or deeper than 1/2".

**Funding Source(s):**

**Attachments:** *(click item to open)*



TOWN OF ALTAVISTA  
TOWN COUNCIL  
REGULAR MEETING  
August 8, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 8.C

**NEW BUSINESS**

**Title: Splash Pad**

**Staff Resource: Paul Hill & Tom Fore**

---

**Action(s):**

Town Staff is seeking Town Council's direction.

**Explanation:**

Town Staff/Admin. has been approached many times by the public, requesting to be able to reserve the large pavilion at English Park, adjacent to the splash pad, before Memorial Day and after Labor Day.

**Background:**

Town Staff follows the schedule of opening Memorial Day, staying open weekly until Labor Day, and then "weekends only" after Labor Day, weather pending. Currently, because of managing and manpower issues, Town Staff recommends making Labor Day the last day of the season to have a firm date on the Town calendar for closing the splash pad.

**Funding Source(s):**

**Attachments:** *(click item to open)*



TOWN OF ALTAVISTA  
TOWN COUNCIL  
REGULAR MEETING  
August 8, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 10.A

**REPORTS AND COMMUNICATIONS**

**Title: Departmental Reports - Finance**

**Staff Resource: Tobie Shelton, Director of Finance and Administration**

---

**Action(s):**

Informational items.

**Explanation:**

**Background:**

**Funding Source(s):**

**Attachments:** *(click item to open)*

*Attachment 1. Meals Tax Report*

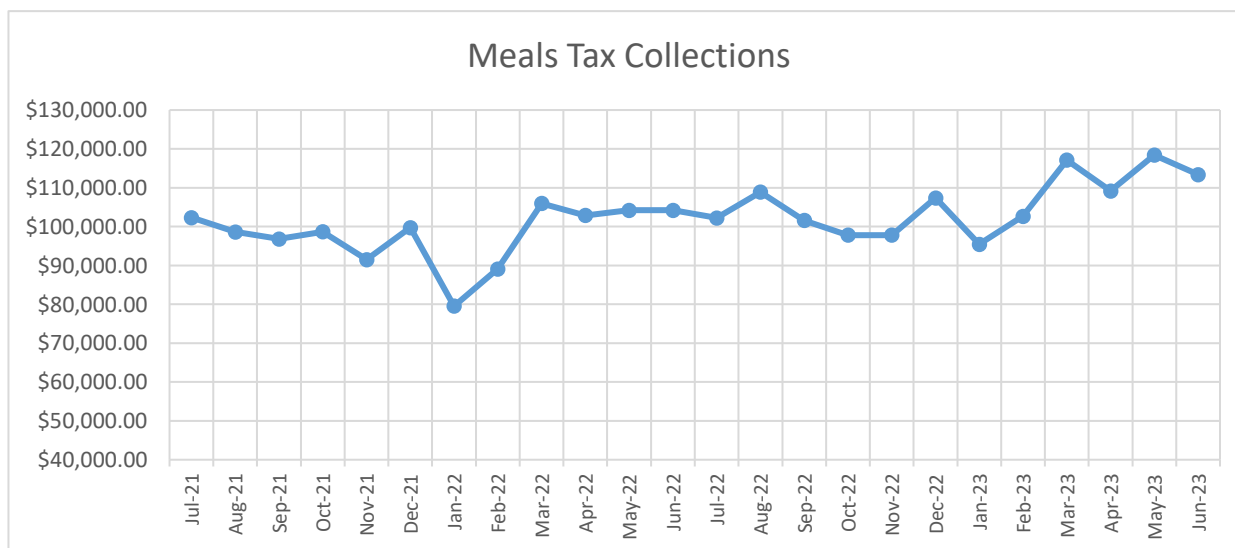
*Attachment 2. Sales Tax Report*

*Attachment 3. Lodging Tax Report*

*Attachment 4. Cigarette Tax Report*

## TOWN OF ALTAVISTA MEAL TAX COLLECTIONS

Jul-21	\$102,323.58	PREVIOUS	
Aug-21	\$98,626.77	YTD TOTAL (FY)	
Sep-21	\$96,824.86	FY2019	\$986,050.18
Oct-21	\$98,658.96	FY2020	\$971,639.35
Nov-21	\$91,491.36	FY2021	\$1,109,805.71
Dec-21	\$99,746.00	FY2022	\$1,173,591.03
Jan-22	\$79,529.83	MTD TOTAL (FY)	
Feb-22	\$89,114.95	FY2022	\$1,069,361.45
Mar-22	\$105,982.48	FY2023	\$1,271,908.58
Apr-22	\$102,861.09	+/-	\$202,547.13
May-22	\$104,201.57		
Jun-22	\$104,229.58	Budgeted:	\$1,000,000
Jul-22	\$102,219.51	+/-	\$271,908.58
Aug-22	\$108,874.52	% of Budget	127.19%
Sep-22	\$101,598.57		
Oct-22	\$97,819.71		
Nov-22	\$97,796.59		
Dec-22	\$107,362.89		
Jan-23	\$95,466.21		
Feb-23	\$102,679.53		
Mar-23	\$117,127.88		
Apr-23	\$109,165.49		
May-23	\$118,399.94		
Jun-23	\$113,397.74		





**Town of Altavista  
Local Sales Tax**

Jul-21	\$18,437
Aug-21	\$17,735
Sep-21	\$19,246
Oct-21	\$18,249
Nov-21	\$18,373
Dec-21	\$23,498
Jan-22	\$17,336
Feb-22	\$16,524
Mar-22	\$21,319
Apr-22	\$19,664
May-22	\$20,106
Jun-22	\$18,402
Jul-22	\$20,618
Aug-22	\$20,414
Sep-22	\$20,655
Oct-22	\$19,303
Nov-22	\$20,096
Dec-22	\$23,677
Jan-23	\$19,205
Feb-23	\$18,443
Mar-23	\$22,127
Apr-23	\$19,387
May-23	\$19,095
Jun-23	

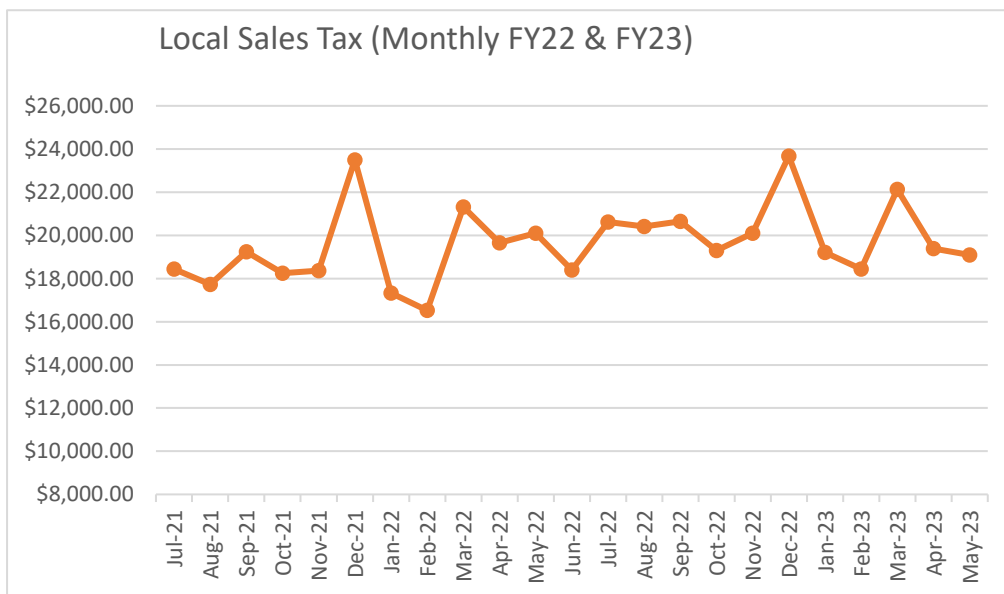
**YTD TOTAL (FY)**

<b>FY2020</b>	<b>\$170,672</b>
<b>FY2021</b>	<b>\$210,965</b>
<b>FY2022</b>	<b>\$228,889</b>

**MTD TOTAL (FY)**

<b>FY2022</b>	<b>\$190,381</b>
<b>FY2023</b>	<b>\$223,019</b>
<b>+/-</b>	<b>\$32,638</b>

<b>Budgeted:</b>	<b>\$200,000</b>
<b>+/-</b>	<b>-\$23,019</b>
<b>% of Budget</b>	<b>111.51%</b>

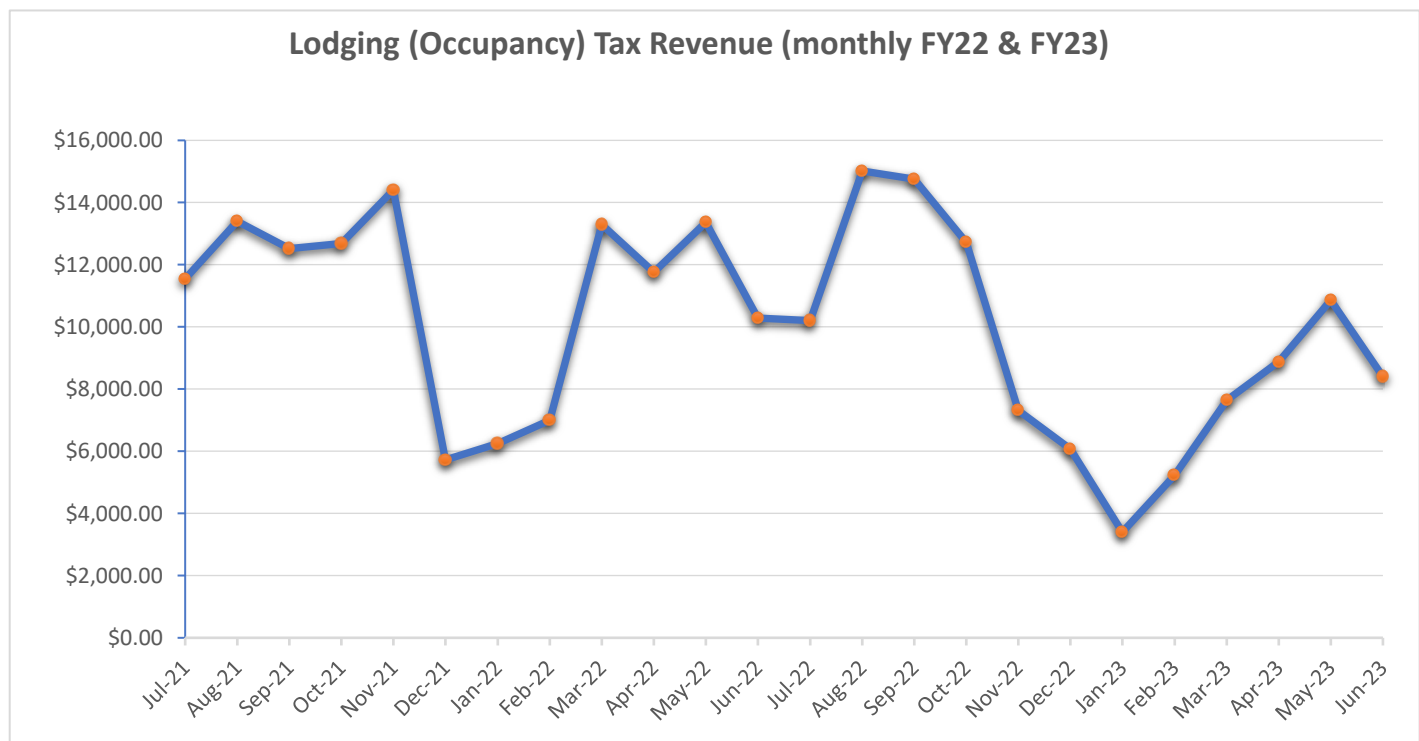


**Town of Altavista  
Lodging (Occupancy) Tax**

Jul-21	\$11,551		
Aug-21	\$13,399		
Sep-21	\$12,518		
Oct-21	\$12,686		
Nov-21	\$14,408		
Dec-21	\$5,722		
Jan-22	\$6,248		
Feb-22	\$7,000		
Mar-22	\$13,294		
Apr-22	\$11,765		
May-22	\$13,365		
Jun-22	\$10,288		
Jul-22	\$10,206		
Aug-22	\$15,015		
Sep-22	\$14,759		
Oct-22	\$12,713		
Nov-22	\$7,317		
Dec-22	\$6,071		
Jan-23	\$3,400		
Feb-23	\$5,230		
Mar-23	\$7,639		
Apr-23	\$8,879		
May-23	\$10,862		
Jun-23	\$8,406		

	<b>FISCAL YEAR</b>	
	<b>TOTAL</b>	
<b>FY2022</b>		<b>\$132,244</b>
	<b>MTD TOTAL (FY)</b>	
<b>FY2022</b>		<b>\$121,956</b>
<b>FY2023</b>		<b>\$110,495</b>
<b>+/-</b>		<b>-\$11,461</b>
<b>Budgeted:</b>		<b>\$99,500</b>
<b>+/-</b>		<b>\$10,995</b>
<b>%/Budget:</b>		<b>111.05%</b>



Town of Altavista  
Local Cigarette Tax

Jul-21	\$7,500		
Aug-21	\$15,000		
Sep-21	\$7,650	FY2020	\$124,684
Oct-21	\$7,500	FY2021	\$101,612
Nov-21	\$11,235	FY2022	\$93,885
Dec-21	\$7,500	FY2023	\$105,000
Jan-22	\$0		
Feb-22	\$0		
Mar-22	\$15,000		
Apr-22	\$7,500		
May-22	\$7,500		
Jun-22	\$7,500		
Jul-22	\$26,250		
Aug-22	\$3,750		
Sep-22	\$7,500		
Oct-22	\$0		
Nov-22	\$7,500		
Dec-22	\$18,750		
Jan-23	\$3,750		
Feb-23	\$0		
Mar-23	\$11,250		
Apr-23	\$0		
May-23	\$7,500		
Jun-23	\$18,750		
Jul-23	\$0		
Aug-23			
Sep-23			
Oct-23			
Nov-23			
Dec-23			
Jan-24			
Feb-24			
Mar-24			
Apr-24			
May-24			
Jun-24			

FISCAL YEAR TOTAL

FY2020

\$124,684

FY2021

\$101,612

FY2022

\$93,885

FY2023

\$105,000

MTD TOTAL (FY)

FY2023

\$26,250

FY2024

\$0

+/-

-\$26,250

Budgeted:

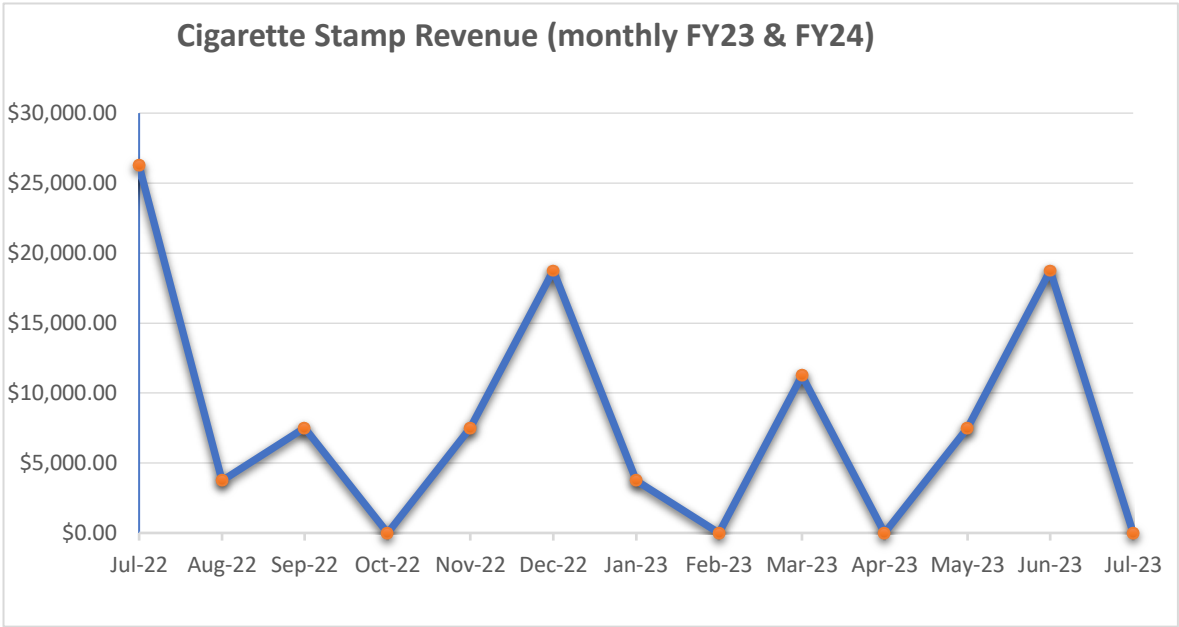
\$100,000

+/-

-\$100,000

%/Budget:

0.00%





TOWN OF ALTAVISTA  
TOWN COUNCIL  
REGULAR MEETING  
August 8, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 10.B

**REPORTS AND COMMUNICATIONS**

**Title: Utility Reports and Updates**

**Staff Resource: Tom Fore and Paul Hill**

---

**Action(s):**

For Information

**Explanation:**

**Background:**

**Funding Source(s):**

**Attachments:** *(click item to open)*

[\*July 2023 Monthly Report for Council Members 2z.pdf\*](#)

[\*July 2023 Monthly Report for Council Members 2z1.pdf\*](#)

[\*STATUS REPORT MELINDA HPZ PROJECT 8-01-2023.pdf\*](#)

[\*STATUS REPORT AMI PROJECT 8-01-2023.pdf\*](#)

[\*STATUS REPORT FILTER IMPROVERMENT PROJECT 8-01-2023.pdf\*](#)

[\*STATUS REPORT FRAIZER ROAD DRAINAGE PROJECT 8-01-2023.pdf\*](#)

[\*STATUS REPORT VDEM GENERATORS 8-01-2023.pdf\*](#)

[\*STATUS REPORT SPRINGS SCADA PROJECT 8-01-2023.pdf\*](#)

[\*STATUS REPORT CLARIFIER #3 PROJECT 8-01-2023.pdf\*](#)

[\*STATUS REPORT WWTP ELECTRICAL PROJECT 8-01-2023.pdf\*](#)

[\*STATUS REPORT WWTP UV 8-01-23.pdf\*](#)

[\*STATUS REPORT WWTP PER 8-1-23.pdf\*](#)

[\*STATUS REPORT FOR SEDIMENTATION PROJECT 08-01-2023.pdf\*](#)

### Monthly Staff Report Water Plant

TO: Town Manager  
 FROM: Polly Brown  
 DEPARTMENT: Water Treatment Plant  
 MONTH: July 2023

#### Operation and Production Summary

The Actual water production line ( filtering of water) for the entire month averaged 17 Hours per Day which yielded approximately 1,750,000 gallons of water per day.

Rain 4.95 YTD Rain 26.88 YTD Snow 0 was measured at the water treatment plant.

Average Hours per day (week days)	<u>17.9</u>	hrs				
Average Hours per day (weekends)	<u>15.1</u>	hrs				
Average produced (week days)	<u>1,801,190</u>	gallons per day				
Average produced (weekends)	<u>1,497,500</u>	gallons per day				
Total Raw Water Pumped:	<u>54.22</u>	million gallons				
Total Drinking Water Produced:	<u>52.80</u>	million gallons				
Average Daily Production: (drinking)	<u>1,700,000</u>	gallons per day				
Average percent of Production Capacity:	<u>57</u>	%				
Plant Process Water:	<u>1,411,545</u>	(finished water used by the plant)				
Bulk Water Sold @ WTP:	<u>78,600</u>	gallons				
Flushing of Hydrants/Tanks/FD use/Town Use	<u>4,500</u>	gallons				
McMinnis Spring						
Total Water Pumped:	<u>7.184</u>	million gallons	average hours per day	<u>12.2</u>		
Average Daily Produced:	<u>239,467</u>	gallons per day	Rain at MC	<u>5.9</u>	YTD Rain	<u>29.50</u>
Reynolds Spring			snow	<u>0</u>		<u>0.00</u>
Total Water Pumped:	<u>5.189</u>	million gallons	average hours per day	<u>11.6</u>	Total Precip	<u>29.50</u>
Average Daily Produced:	<u>225,609</u>	gallons per day	Rain at RE	<u>5.88</u>	YTD Rain	<u>27.43</u>
Purchased Water from CCUSA	<u>4,470,048</u>	gallons	snow	<u>0</u>		<u>0.00</u>
Sold to Hurt	<u>2,682,200</u>	gallons			Total Precip	<u>27.43</u>
Industrial Use	<u>44,581,576</u>	gallons				
Total Drinking Water Delivered (including Springs/CCUSA)	<u>69,001,353</u>	gallons	Water lost due to leaks			
			<u>368,000</u>			

#### Comments: Water Plant Activities & CIP Projects:

##### Monthly Compliance Reports Completed

VDH samples completed for compliance ( Ran Special HAA5 from sample station at WTP saw a vast improvement in result)

Melinda High Pressure Zone- Received final pay application, hope to close out by end of August

Filter Upgrade - Completed and awaiting VDH CTO as well as warranty item on waste flow meter. (Calibrations of DP Cells need to be resolved)

The Source Water Protection Local Advisory Committee will meet again when date has been set

Generator project, Completed and working on administrative closeout.

Springs SCADA project - equipment submittals are coming in. Electrical rough in has begun.

Sedimentation Basin Project Awarded, PER comments were received from VDH Town staff and engineers are commenting on VDH comments

AMI Meter system bids were received, working on contract documents for the capital SAAS and NAAS.

WTP SCADA upgrade scope to be discussed with the engineer

Springs Rehabilitation - Engineering Concepts, received PER, sent to VDH.

Raw Water Control Valve ordered including a accutuator

Lead and Copper Inventory has continued. LEAP application grant award is under review

Lead and Copper Sampling was completed in July. Cerification sent to ODW

UCMR5 (PFAS) samples were collected in July from entry points of Plant, and both Springs UCMR5 for first quarter were received and all below limits

WTP Security CIP is underway.

Electric Valve for Clarion Tank has been ordered (old valve not seating properly)

Bedford tank interior painting has been scheduled for August due to the last paint job failure.

Variance was granted for the water treatment plant to operate 20 hours a week with a Class 3 Operator.

## Utilities Distribution and Collection

# of Service Taps	1	Addresses:	703 13th Street	
# of Meters Read	104	Monthly	Rereads	1
	0	Quarterly	Rereads	0
# of Meters Cut Off For Non-Payment	0			
# of Meters Tested	0			
# of Loads of Sludge to Landfill	15			
	128.13	Tons		
# of Location Marks made for Miss Utility	41			
# of Meters Replaced	2			
# of Water Lines Repaired	2		# of Sewer Lines Unstopped	1
Locations:			Locations:	
Clarion Road (Just Passed Pinch Valve)			1503 Main Street	
Pittsylvania Ave. (Hurt Bridge)				
# Air Relief Valves Inspected	0			
# of PRV Maintenance/Inspection	0			
# of Water Valve Boxes Cleaned	0			
# of Blow-Off Valves Flushed	0			
# of Blow-Off Valves Located	0			
Push Camera Footage		Sewer Main Cleaned		
Sewer (Root Cutting) Main		Sewer Main Cleaned Manholes		
Sewer (Root Cutting) Main Manholes		Sewer Service Cleaned	150'	
Sewer Video Footage		Sewer Service Video		
Sewer Video Manholes		Sewer (Root Cutting) Service		
Duke Root Control (Contractor)		Sewer Right of Way Clearing Footage		
Water Turn On and Offs		Sewer Manholes Inspected		
Water Right of Way Clearing Footage		Sewer Installed Clean Out		
Water Meter Box Replacement				
# Of Hydrants Flushed	0			
# of Hydrant Valves Exercised	0			
Other Utilities Distribution and Collection Activities & CIP Projects:				
Water Valve Replacement Pittsylvania Ave.				
51 Three Chop Circle (Installed PRV)				

DEPARTMENT: Wasterwater Plant  
MONTH: July-23

Average Daily Flow	1.80	MGD		
TSS Reduction	97	%		
BOD Reduction	98	%		
VPDES Violations	0			
Sludge ( Regional Land Fill)	133	tons		
Rain Total	4.65	Inches	Snow Total	Inches

Other Wastewater Activities and CIP Projects:

Month: July  
Week: July 3rd, 2023

Month: July  
Week: July 10th, 2023

- Submitted monthly DMR
  - Submitted Monthly Industrial Billing
  - ITG reset Solids Computer
  - Rain data sent to National Weather Service
  - Annual PT sample results Completed and submitted
  - UV system check
  - Entered Lab data
  - Normal Plant Operations
- Ran Pump station generators
  - Cleaned NPW system
  - Repairing wasting pump (motor replacement)
  - UV system check
  - Entered Lab data
  - Normal Plant Operations

Month: July  
Week: July 17th, 2023

Month: July  
Week: July 24th, 2023

- Submitted Timesheets
  - Serviced UV Bank A
  - New Maintenance Mechanic (transfer)
  - Cont. Repairing wasting pump (motor replacement)
  - UV system check
  - Entered Lab data
  - Normal Plant Operations
- Ordered Soda Ash
  - Cleaned UV basin channel
  - Ordered CIP item (Lab Scales)
  - Ordered Annual Lab Scale calibrations
  - Scheduled tour for Abbott employees
  - UV system check
  - Entered Lab data
  - Normal Plant Operations

WWTP Electrical Upgrade awaiting proper sized VFDs for blower units  
Meeting with Dewberry waas held to kick off the PER and ER for the aeration project  
The UV system has been ordered and awaiting UV system

# 2022-2023 Water, Sewer & Curbside Refuse Collection Billing History

Printed 2-Aug-23

Customer Class		August-22	September-22	October-22	November-22	December-22	January-23	February-23	March-23	April-23	May-23	June-23	July-23		
WATER	Units	19	17	1,401	17	24	1,340	17	12	1,244	5	13	1,350	Average	
	Commercial Base-IT	44	46	214	45	44	205	25	43	194	40	48	191	455	
	Residential Base-OT		151	-	-	150	-	-	-	140	-	-	152	95	
	Commercial Base-OT	1	1	1	1	1	1	1	1	1	1	1	1	54	
	Municipal	31	31	31	31	31	31	31	31	31	31	31	29	1	
	Dormant Accounts													31	
	Industrial	5	5	5	5	5	5	5	5	5	5	5	5	-	
	TOTAL	100	251	1,652	99	255	1,582	79	92	1,615	82	98	1,728	5	
	Gallons	62,700	49,530	15,756,639	62,650	149,270	14,156,747	46,670	232,530	11,562,786	1,598	272,020	14,136,134	Total	
	Commercial Use-IT	4,771,230	2,999,160	5,815,075	3,433,340	1,125,400	5,821,091	1,016,560	2,835,470	2,870,044	3,485,000	3,067,190	4,394,408	56,489,274	
	Residential Use-OT			1,930,850	-	-	2,045,431	-	-	1,470,769	-	-	1,882,340	41,633,968	
	Commercial Use-OT	2,432,450	2,432,450	2,652,000	2,583,000	4,345,660	2,544,000	2,145,000	2,245,000	2,378,443	2,444,500	2,648,500	2,676,500	7,329,390	
	Municipal	626,890	626,890	800,850	589,830	449,380	284,120	869,240	280,330	236,640	284,690	565,880	475,390	31,527,503	
	Industrial	40,288,360	56,510,780	32,609,338	47,440,757	48,330,196	51,157,883	39,972,785	37,834,871	41,394,519	46,980,991	43,193,104	48,464,669	6,090,130	
	TOTAL WATER SOLD	48,181,630	62,618,810	59,564,752	54,109,577	54,399,906	76,009,272	44,050,255	43,428,201	59,913,201	53,196,779	49,746,694	72,029,441	534,178,253	
	NET DELIVERED	56,394,184	62,798,005	72,191,829	51,309,541	67,285,674	65,060,629	63,255,922	57,134,415	61,479,732	63,009,326	71,200,743	69,001,353	677,248,518	
	FRACTION BILLED	119%	111%	77%	88%	69%	111%	77%	100%	89%	80%	70%	104%	760,121,353	
	Total ( TOA,sold,hydrnts, Leaks)	50,300	85,700	87,400	16,700	14,800	11,400	14,500	3,700	13,850	68,700	26,900	83,100	89%	
	Dollars	Residential Base & Use-IT	717	632	78,642	672	1,096	90,733	619	1,066	83,595	181	1,260	77,275	Total
	Commercial Base & Use-IT	16,362	11,186	39,222	12,352	10,557	26,765	4,105	11,349	19,917	12,810	11,199	22,525	336,486	
	Residential Base & Use-OT	62	61,879	14,981	-	-	15,704	-	-	12,939	-	-	18,680	198,349	
	Commercial Base & Use-OT	11,182	11,182	12,176	11,863	19,852	12,832	10,845	11,343	11,943	12,336	13,352	13,491	124,246	
	Municipal	-	-	-	-	-	-	-	-	-	-	-	-	152,396	
	Industrial	120,619	169,222	96,524	143,025	145,113	154,027	130,311	125,974	46,250	155,791	143,442	160,205	-	
	TOTAL	148,942	254,100	241,544	167,912	176,619	300,061	145,880	149,731	174,644	181,117	169,253	292,176	-	
														1,590,503	
														2,401,980	
	SEWER	Units	15	17	1,240	15	20	1,179	18	12	1,088	5	6	1,181	Average
Commercial Base-IT		43	199	198	43	43	188	23	42	135	40	43	172	400	
Commercial Base-OT		7	7	7	7	7	7	7	7	7	7	7	7	97	
Municipal		8	8	8	8	8	8	8	8	8	8	8	8	7	
Dormant Accounts														-	
Industrial		4	4	4	4	4	4	4	4	4	4	4	4	4	
TOTAL		77	235	1,457	77	82	1,386	60	73	1,242	64	68	1,372	508	
Gallons		41,667	7,355	11,176,827	47,934	119,659	9,959,423	39,725	196,665	8,618,103	1,358	228,880	10,530,833	Total	
Commercial Use-IT		3,178,006	2,454,459	10,222,821	2,450,706	865,810	4,637,833	802,757	848,636	1,518,479	2,756,427	1,825,135	3,175,105	40,968,428	
Commercial Use-OT		304,796	319,040	298,340	199,740	149,844	215,644	222,792	222,948	300,880	204,088	236,788	165,292	34,736,174	
Municipal		181,780	58,100	220,610	92,890	88,900	105,370	105,370	89,550	93,320	100,770	90,730	129,110	2,840,192	
Industrial		33,630,000	50,130,000	33,280,000	48,610,000	43,110,000	48,610,000	43,480,000	33,730,000	38,830,000	40,200,000	41,520,000	45,370,000	500,500,000	
TOTAL SEWER BILLED		37,336,249	52,968,954	55,198,598	51,401,269	44,334,213	63,528,270	44,650,644	35,087,799	49,360,783	43,262,643	43,901,532	59,370,341	579,044,794	
WWTP EFFLUENT		57,073,002	55,860,000	60,079,000	40,813,000	56,190,000	56,230,000	61,260,000	57,850,000	64,190,000	64,190,000	58,450,000	55,867,900	688,052,902	
FRACTION BILLED		95%	76%	103%	82%	73%	113%	73%	61%	77%	67%	75%	106%	84%	
Dollars		Residential Base & Use-IT	181	300	71,088	221	468	38,190	216	42	33,276	25	897	44,141	Total
Commercial Base & Use-IT		11,562	8,794	17,276	8,921	8,395	8,587	3,059	9,602	9,419	10,554	6,963	12,295	15,754	
Commercial Base & Use-OT		2,034	1,614	1,754	11,863	776	1,640	1,713	1,510	2,412	2,234	1,505	1,391	9,619	
Municipal		-	-	-	-	-	-	-	-	-	-	-	-	2,537	
Industrial		135,245	186,730	124,174	180,829	160,369	180,829	170,007	131,568	152,431	157,983	162,871	177,768	1,920,804	
TOTAL		150,070	191,188	156,827	172,045	185,599	229,245	174,994	142,722	197,538	170,796	172,236	235,596	1,948,714	
CURBSIDE		Curbside-IT STOPS													Average
		Curbside - Brush	145	199	319	107	82	97	77	105	196	180	234	139	155
		Curbside- BULK	139	109	115	77	88	91	79	109	102	127	97	105	85
	TOTAL	284	308	434	184	170	188	156	214	298	307	331	244	240	
	Curbside-IT	108	93	90	103	93	97	85	98	89	95	98	92	Total	
	Curbside-BULK	23	10	11	11	9	8	10	14	21	18	32	18	1,096	
	TOTAL	131	103	101	114	102	105	95	112	110	113	130	110	153	
														1,24	



Randy W. Beckner  
Bradley C. Craig  
Wm. Thomas Austin  
James B. Voso  
Chad M. Thomas  
Jason A. Carder  
Brian R. Newman  
D. Jason Snapp  
Ryan P. Kincer



Edwin K. Mattern, Jr. (1949-1982)  
Gene R. Cress (1935-2014)  
Sam H. McGhee, III (1940-2018)  
Stewart W. Hubbell (Retired)  
J. Wayne Craig (Retired)  
Michael S. Agee (Retired)  
Steven A. Campbell (Retired)  
Randy L. Dodson (Retired)

**August 3, 2023**

**This memo is a status report of Mattern & Craig Team's efforts for the Melinda Tank Pressure Zone Improvements Project**

**Completed Work Over the Last 4 Weeks**

1. Contractor completed punch list.
2. Substantial completion granted on July 10, 2023.

**Anticipated Work Over the Next 4 Weeks**

1. None.

**Scope Changes to Date**

1. Waterline was shortened by approximately 300 LF on Avondale Drive.
2. VFD enclosures changed from NEMA 12 to NEMA 3R.

**Outstanding Issues**

1. Record drawings to be completed by Engineer.

**Construction Document Schedule Update**

1. Notice to Proceed (9/27/2021)
2. Substantial Completion (~~1/25/2022~~) (~~9/30/2022~~) (2/8/2023)
3. Completion (~~2/24/2022~~) (~~10/30/2022~~) (2/28/2023)

**Budget Summary**

1.

Engineer's Estimate:	\$1,084,240.00
Town's Budget	\$926,000.00
Actual Construction Cost & Engineering	\$1,168,572.71

2.

Engineering Bid, CA & SCADA Contract	\$75,920.00
JTD	\$73,460.00

3.

Construction Contract	\$1,092,652.71
JTD	\$1,092,652.71
Retainage to Date	\$0.00

**Input Needed from Town/Others**

1. Furnish red-line marked up drawings (from Contractor) to Engineer.

**Other Issues/Concerns**

Submitted by:

Bradley C. Craig, PE  
President

**Town of Altavista  
Hurt and Proffitt Projects  
Status Report**



Date: August 3, 2023

This memo is a status report of Hurt & Proffitt Team's efforts for the  
AMI Water Metering System

Completed Work Over the Last Week

1. Met with the Town to discuss the agreements that were sent over from Mueller.
2. Discussed items with Town lawyer to draft up letter to Mueller.

Anticipated Work Over the Next two Weeks

1. Send over Town lawyer's letter and changes to Mueller & Water Works that need to be made to the agreements in order for the Town to sign.

Outstanding Issues

1. None at this time

Construction Schedule Update

1. None at this time

Budget Summary

1. Bid Assistance	Contract:	\$12,500	JTD:	\$12,500
2. Construction Administration	Contract:	\$15,000	JTD:	\$2,650

Submitted by:

Chad Hodges, PE  
Asst. Project Manager

**Town of Altavista Projects**  
**Status Report - Peed & Bortz, LLC**  
**2 August 2023**

**Project Name:** WTP Filter Rehabilitation  
**Project Manager:** Russell Jackson, PE  
**Sub-Consultant**  
**P&B Job Number** 19-76

---

**Recent Activities:** Addressing flow sensor issues with Contractor. Controls providing working on corrections.  
**Anticipated work over the next two weeks:** Prepare record plans  
**Upcoming Tasks:** Awaiting repair/replacement of the waste flow meter. Prepare record plans  
**Outstanding Issues:**

-----  
**Design Schedule:** June 2021 Advertise for Bids (if Town desires)  
July 2021 Open Bids  
27 July 2021 Council approval  
10 August 2021 Consent agenda approval  
1 November 2021 NTP

**Schedule Constraints:**

**Projected Completion:** TBD  
**Approved Budget:** \$56,000  
**Invoiced To Date:** \$52,400  
**Balance to Complete:** \$3600

-----  
**Town Input Required:**

**Issues Town Should Be Aware Of:**

**Construction Contract Price:** \$725,305+\$11,413  
**Current Paid:** \$699,075  
**Balance to Finish plus retainage:** \$37,643

**Town of Altavista Projects**  
**Status Report - Peed & Bortz, LLC**  
**2 August 2023**

**Project Name:** Frazier and Lynch Mill Road Drainage issues  
**Project Manager:** Scott Bortz, PE  
**Sub-Consultant**  
**P&B Job Number** 21-08

---

**Recent Activities:** Engineer has approved the proposal and requested the soils test from ECS on 7/11. Engineer has provided revised plans showing the approximate extent of the water replacement to Town staff on 7/17. Engineer will provide bid documents for separate Flex-a-mat, rip-rap and grass ditch sections.

**Anticipated work over the next two weeks:**

**Upcoming Tasks:** Revise plans per Town Staff comments. Coordinate bidding with Town staff.

**Outstanding Issues:** Awaiting Town staff review and comments on the existing water line, preferences for new alignment and extent of water line replacement.

---

**Design Schedule:**

**Schedule Constraints:**

**Projected Completion:**

**Approved Budget:** Time and materials not to exceed \$23,000

**Invoiced To Date:** \$3285

**Balance to Complete:** \$19,715

---

**Town Input Required:** When bids are procured, Town administration will need to decide which ditch section to proceed with.

**Issues Town Should Be Aware Of:**

**Construction Contract Price:** \$0

**Town of Altavista Projects**  
**Status Report - Peed & Bortz, LLC**  
**2 August 2023**

**Project Name:** VDEM Generator Installations  
**Project Manager:** Scott Bortz, PE  
**Sub-Consultant** Grant Beasley, Master Engineers, ECS (Geotech)  
**P&B Job Number** 20-51

---

**Recent Activities:** Engineer has requested final documentation from VDEM for any information needed. Photos of the generators have been sent to VDEM. VDEM has requested a letter from the Town regarding closeout and an expenditure list including budget information.

**Anticipated work over the next two weeks:** Complete final project documentation as requested by VDEM.

**Upcoming Tasks:**

**Outstanding Issues:**

---

**Design Schedule:** May (Rebid) 2021 Award Contract  
June 2021 Notice to Proceed  
November 2021 Substantial Completion

**Schedule Constraints:**

**Projected Completion:**

**Approved Budget:** \$43,600

**Invoiced To Date:** \$43,600

**Balance to Complete:** \$0

---

**Town Input Required:**

**Issues Town Should Be Aware Of:**

**Construction Contract Price:** \$498,500 + (\$1556) (Change Orders)

**Current Paid:** \$496,943

**Balance to Finish plus retainage:** \$0

**Town of Altavista Projects**  
**Status Report - Peed & Bortz, LLC**  
**2 August 2023**

**Project Name:** SCADA for Generator Sites  
**Project Manager:** Russell Jackson, PE  
**Sub-Consultant**  
**P&B Job Number** 20-51

---

**Recent Activities:** Revised submittals have been reviewed and approved. Field site visit was conducted on May 12th with electrician to review and coordinate upcoming work.

**Anticipated work over the next two weeks:**

**Upcoming Tasks:** Electrician to begin installation of field instruments.

**Outstanding Issues:**

---

**Design Schedule:**

**Schedule Constraints:**

**Projected Completion:** TBD

**Approved Budget:** \$9600

**Invoiced To Date:** \$6000

**Balance to Complete:** \$3600

---

**Town Input Required:**

**Issues Town Should Be Aware Of:**

**Construction Contract Price:** \$228,265

**Current Paid:** \$55,164

**Balance to Finish ~~plus retainage~~:** \$172,651

**Town of Altavista  
Hurt and Proffitt Project  
Status Report**



Date: August 4, 2023

This memo is a status report of Hurt & Proffitt Team's efforts for the Clarifier #3 Replacement

Completed Work Over the Last two weeks

1. Notice of Award sent to JS Haren.
2. Contract documents prepared, executed, and distributed.
3. Preconstruction meeting held Monday, July 31<sup>st</sup> at WWTP.

Anticipated Work Over the Next two Weeks

1. Contractor will be developing schedule for project.
2. Contractor will be developing submittals for review.

Outstanding Issues

1. None

Construction Schedule Update

1. Anticipated NTP December 15, 2023
2. Substantial Completion 150 days (May 13, 2024)
3. Final Completion 180 days (June 12, 2024)

Budget Summary

1. Design Services	Contract:	\$9,000	JTD:	\$9,000
2. Bidding Assistance	Contract:	\$7,000	JTD:	\$3,850
3. Construction Phase Assistance	Contract:	\$8,000	JTD:	\$0

Construction Cost Summary:

1. Mobilization	Contract:	\$40,000.00	JTD:	\$0.00
2. Clarifier Equipment Replacement	Contract:	\$765,000.00	JTD:	\$0.00
3. Clarifier Cleaning & Rehabilitation	Contract:	\$50,000.00	JTD:	\$0.00
4. Electrical Replacement	Contract:	\$16,000.00	JTD:	\$0.00
5. Total	Contract:	\$871,000.00	JTD:	\$0.00

Submitted by:

Mike Wilson, PE  
Project Manager

**Town of Altavista Projects**  
**Status Report - Peed & Bortz, LLC**  
**2 August 2023**

**Project Name:** WWTP Phase II/III Electrical Upgrades  
**Project Manager:** Scott Bortz, PE  
**Sub-Consultant** Grant Beasley, PE – Master Engineers  
**P&B Job Number** 19-34

---

**Recent Activities:** Revised VFDs have been authorized from the Engineer with a final invoice submitted to the Engineer on 6/5. Contractor has placed order with lead time on the VFDs is anticipated at 15-20 weeks (which equates to October). Contractor has been working with the Electrical engineer regarding a transformer issue in the lab for the autoclave

**Anticipated work over the next two weeks:** Complete punchlist items and work toward substantial completion.

**Upcoming Tasks:**

**Outstanding Issues:**

---

**Design Schedule:** October 2020 Sign agreement  
November 2020 Notice to Proceed

**Schedule Constraints:** Contractor reports to be still on schedule for completion per contract times.

**Projected Completion:** November 2022

**Approved Budget:** \$309,730 (combined II and III projects including CA)  
Change Order #1 = \$2958.54  
Change Order #2 = \$3942.13 + \$6630 Special Inspections

**Invoiced To Date:** \$246,533

**Balance to Complete:** \$61,355 + additional inspection

---

**Town Input Required:**

**Issues Town Should Be Aware Of:** Contractor will document all delays.

**Construction Contract Price:** \$3,952,000 + \$29,149 (Change Orders)

**Current Paid:** \$3,589,630

**Balance to Finish plus retainage:** \$391,519



**Town of Altavista  
Status Report**

Date: 8-01-23

This memo is a status report of Town's Staff efforts for the UV Light Improvement

Completed Work Over the Last Week

1. None

Anticipated Work Over the Next two Weeks

1. Continue cleaning channel as time allows

Outstanding Issues

1. None currently.

Construction Document Schedule Update

1. Not applicable currently

Budget Summary

1. Contractor	Contract: \$48,200.00	JTD: \$0
2. UV SYSTEM	Contract: \$349,840.00	JTD: \$0

Submitted by:

Paul Hill, Assistant Director of Public Services  
Project Manager

**Town of Altavista  
WWTP PER - Project Status Report**

Date: 8/3/2023

This memo is a status report of Dewberry Team's efforts for the Town of Altavista Wastewater Treatment Plant (WWTP) Improvements – Preliminary Engineering Report (PER) Engineer's Project No. 50167115

Completed Month Over the Last Week

1. Conducted Kickoff meeting
2. Completed Electrical and Structural team members site visit.
3. Prepared kickoff meeting minutes and information needs list
4. Have started preparing ER. – Confirmed ER rather than EA is adequate for project.

Anticipated Work Over the Next Month

1. Work on developing list of upgrade options for selection of "Project"
2. Make requests to major equipment vendors for budget pricing
3. Complete draft of ER

Outstanding Issues –

1. Town working on completing download of information needs

Construction Document Schedule Update

- a. Preliminary Findings; 9/19/2023
- b. Draft PER & ER; 10/31/2023

Budget Summary

- |               |                    |             |
|---------------|--------------------|-------------|
| 1. <u>PER</u> | Contract: \$26,500 | JTD: \$2500 |
| 2. <u>ER</u>  | Contract: \$3,500  | JTD: \$1500 |
| 3.            |                    |             |

Submitted by:  
R. Scott Ehrhardt  
Project Manager

**Town of Altavista**  
**WTP DESIGN - Project Status Report**

Date: 8/3/2023

This memo is a status report of Dewberry Team's efforts for the Town of Altavista Sedimentation and Solids Handling Improvement Project.

Engineer's Project No. 50115515 – Design/Construction Phase (6/14/2023)

Completed Month Over the Last Week

1. Conducted site visit with Structural and Electrical team members.
2. Final solid removal system arrangement selected by Town—includes coverage to mid-point in sedimentation basins
3. Developed record drawings of sed and floc tanks for use by electrical and structural.

Anticipated Work Over the Next Month

1. Finalize PER and submit to VDH.
2. Revise project cost estimate to include a conditioned building for MCC and controls at solids collection tank
3. Advance electrical and structural as well as process drawings

Outstanding Issues --

1. Need to decide on MCC configuration for solids tank. Dewberry will revise cost estimate again to reflect addition of conditioned MCC building at solids tank.

Construction Document Schedule Update

1. Progress is approximately 30 days ahead of schedule from PER – see below
  - a. 50% design is due by end of October

Budget Summary

1.	<u>PER</u>	Contract: \$14,000	JTD: \$14,000
2.	<u>Design</u>	Contract: \$159,100	JTD: \$18,200
3.	<u>Survey</u>	Contract: \$3,200	JTD: 0
4.	<u>Construction Admin</u>	Contract: \$55,000	JTD: 0
5.	<u>Part Time Inspection</u>	Contract: \$11,200	JTD: 0
6.			

Submitted by:  
R. Scott Ehrhardt  
Project Manager

# Town of Altavista WTP DESIGN - Project Status Report

Town of Altavista - Sedimentation and Solids Handling Improvement Project																																
	2023												2024												2024							
Description	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8		
Project Kickoff																																
PER Preparation																																
PER Review & Approval																																
Execution of Engineering Design Contract																																
50% Design*																																
90% Design**																																
Submit Final Design to Town & VDH for																																
Approval & Receive Comments																																
Issue Final Bid Documents																																
Advertisement																																
Receive Bids, Award & issue N.T.P																																
Construction																																
Project Closeout																																

\*Submittal includes: process mechanical plan view, spec outline, and P&ID

\*\*Submittal includes: process mechanical, electrical, specifications



TOWN OF ALTAVISTA  
TOWN COUNCIL  
REGULAR MEETING  
August 8, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 10.C

**REPORTS AND COMMUNICATIONS**

**Title: Public Services Monthly Reports - July 2023**

**Staff Resource: Teri Anderson, Public Works Administration**

---

**Action(s):**

For Review

**Explanation:**

**Background:**

**Funding Source(s):**

**Attachments:** *(click item to open)*

*attachment 1. [FLEET\\_MAINTENANCE\\_DEPARTMENT-JULY\\_2023.docx](#)*

*attachment 2. [STREET\\_DEPARTMENT\\_MONTHLY\\_REPORT-JULY\\_2023.docx](#)*

*attachment 3. [BUILDINGS\\_AND\\_GROUNDS\\_MONTHLY\\_REPORT\\_JULY\\_2023 \(3\).docx](#)*

## FLEET MAINTENANCE DEPARTMENT

**DATE: AUGUST 2, 2023**

**TO: TOWN MANAGER**  
**FROM: TERRY LAMBERT, FLEET SUPERVISOR**

**MONTH: JULY 2023**

DESCRIPTION	Labor Hours
Vacation	12
Safety Meetings/Training	23.50
Holiday	16
Daily/ Weekly/ Planning & Scheduling	32.50
Sick Leave Used	8
CIP / Budgeting / Calling Vendors	22.25
Preventive Maintenance	59.50
General Repair's	71
Troubleshoot and Diagnostic	36.25
DMV Titling	0
Yearly Inventory	0
Picking Up & Delivery	22.25
Building & Grounds	1
Tool Inventory	0
Inspections/Surplus	0
Assisting Other Crews	0
General Maintenance	15.75
Total Labor Hours for the Month	320

## STREET DEPARTMENT MONTHLY REPORT

DATE: AUGUST 2, 2023

TO: TOWN MANAGER  
FROM: CHUCK NEWMAN, STREETS SUPERVISOR

MONTH: JULY 2023

DESCRIPTION	Labor Hours
Vacation / Sick Leave Taken / Comp. Time Used / Funeral Leave	86.25
Holiday	40
Staff, Safety Meetings/Data Entry/Planning Schedule	111.75
Weekend Truck (0 Tons) (1) Trucks	1
Street Sweeping (Miles Swept Main St. and Bedford Ave. 13 / Town Wide 23)	6
Litter Control (Bags Collected 6) Collected during mowing.	7
Assisting Other Crews	144.25
Town Wide Mowing (37.54)	128
Signage	24.25
ELDT-CDL Training	122
Call Duty	.50
Weed Control (Gallons Sprayed 106)	18.75
Street Lighting	0
Dead Animal Removal/Buzzard Control	1
Decorative Street Light	0
Tree/Trimming/Removal	26
Vehicle/Equipment Maintenance	18.25
Public Works Lot Cleaning (Tons)	0
Asphalting (Tons-Millings Used)	15
Landscaping	2
Storm Drainage Clean	55.50
Drainage	12
Shoulder Stone (2.70 Tons)	3
Special Projects / Special Events	7
Seasonal-Flag Rotation	7.75
Total Labor Hours for the Month	837.25

# BUILDINGS AND GROUNDS

AUGUST 2, 2023

TO: TOWN MANAGER  
FROM: BRIAN ROACH, B&G SUPERVISOR  
MONTH: JULY 2023

Vacation / Funeral / Sick Leave Taken		86
Meetings / Data Entry / Work Planning / Training		57
# Of Call Duty Hours		27.50
# Of Hours ELD Training at CVCC		0
Holiday		48
<b>Green Hill Cemetery</b>		
DESCRIPTION	Month Totals	Labor Hours
# Of Burials / Cremations (1 Cremation)	2	17.50
Cemetery Grounds Maintenance		12
Meeting with Families / Selling Plots		0
Stone Locating / Setting		0
Maintain Cemetery Records		0
<b>Solid Waste Collection</b>		
DESCRIPTION	Month Totals	Labor Hours
Residential Garbage Collected (Tonnage)	91.86	89.25
Residential Garbage Collected (Tonnage) Town of Hurt	39.86	32
# Of Curbside Brush Collected (Stops)	139	56.50
Loads of Brush Collected	14	
# Of Curbside Bulk Collected (Stops)	130	32.25
Bulk Collection (Tonnage)	19.23	
# Of Tires Collected	0	0
# Of Residential Garbage Citations Issued	0	0
Vehicle Maintenance	0	20
<b>Parks/Buildings</b>		
DESCRIPTION	Month Totals	Labor Hours
Landscaping Buildings, Watering Flowers, Irrigation		0
# Of Building Maintenance Hours		92.75
# Of Park Cleaning		134.75
# Of Parks Ground Maintenance Hours		82.75
# Of Parks Flower Bed Maintenance Hours		0
# Of Weed Control (Gallons Sprayed 25)		5.75
Seasonal-Special Event		8.75
# Of Equipment/Vehicle Maintenance Hours		7
# Of Mowing Parks/Facilities (Acreage 217.06)		222
# Of Assisting Other Crews		18.75
Total Labors Hours for the Month		1050.50







TOWN OF ALTAVISTA  
TOWN COUNCIL  
REGULAR MEETING  
August 8, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 10.D

**REPORTS AND COMMUNICATIONS**

**Title: APD Monthly Reports - July 2023**

**Staff Resource: Chief Tommy Merricks, APD**

---

**Action(s):**

Informational Only

**Explanation:**

The Altavista Police Department's Monthly Activity Reports - July 2023

**Background:**

**Funding Source(s):**

**Attachments:** *(click item to open)*

*attachment 1. APD Monthly Activity Report-July 2023*

*attachment 2. APD Patrol on 29-July 2023*

2023 ALTAVISTA POLICE DEPT MONTHLY REPORT								
	January	February	March	April	May	June	July	Year to Date
Criminal Arrests "Felony"	3	0	0	1	4	3	8	19
Criminal Arrests "Misdemeanor"	16	1	8	6	9	5	8	53
Warrant Executed	19	8	7	7	13	2	16	72
Uniform Traffic Summons Issued	56	67	23	30	29	29	32	266
# Traffic Stops	122	132	128	70	90	111	115	768
BOLO'S (Be on Look Out)	3	5	9	5	10	3	6	41
DUI	1	0	1	1	2	3	2	10
IBR	37	9	45	42	45	21	41	240
MVA	8	13	11	15	18	10	16	91
Assist Motorist	22	19	19	21	12	17	20	130
Calls for Service	408	450	514	411	441	433	440	3,097
Alarm Responses	8	20	20	16	7	10	9	90
ECO/TDO	0	3	2	0	1	1	0	7
ECO/ TDO HOURS	0	15	30	0	11	7.5	0	63.5
Court Hours	2	2	1	5	4	1	4	19
Citizen Contacts	1,280	1,895	2,394	2,729	1,788	1,867	1,474	13,427
Businesses, Residences Check "Foot Patrols"	462	345	509	394	212	339	465	2,726

2023 ALTAVISTA POLICE DEPT MONTHLY REPORT								
	January	February	March	April	May	June	July	Year to Date
Criminal Arrests "Felony"	3	0	0	1	4	3	8	19
Criminal Arrests "Misdemeanor"	16	1	8	6	9	5	8	53
Warrant Executed	19	8	7	7	13	2	16	72
Uniform Traffic Summons Issued	56	67	23	30	29	29	32	266
# Traffic Stops	122	132	128	70	90	111	115	768
BOLO'S (Be on Look Out)	3	5	9	5	10	3	6	41
DUI	1	0	1	1	2	3	2	10
IBR	37	9	45	42	45	21	41	240
MVA	8	13	11	15	18	10	16	91
Assist Motorist	22	19	19	21	12	17	20	130
Calls for Service	408	450	514	411	441	433	440	3,097
Alarm Responses	8	20	20	16	7	10	9	90
ECO/TDO	0	3	2	0	1	1	0	7
ECO/ TDO HOURS	0	15	30	0	11	7.5	0	63.5
Court Hours	2	2	1	5	4	1	4	19
Citizen Contacts	1,280	1,895	2,394	2,729	1,788	1,867	1,474	13,427
Businesses, Residences Check "Foot Patrols"	462	345	509	394	212	339	465	2,726



TOWN OF ALTAVISTA  
TOWN COUNCIL  
REGULAR MEETING  
August 8, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 10.E

**REPORTS AND COMMUNICATIONS**

**Title:** Altavista Town Council Meeting Calendars

**Staff Resource:** Crystal Hailey, Asst. Town Clerk

---

**Action(s):**

Informational Items

**Explanation:**

Attached are the Altavista Town Council's Meeting Calendars for both August and September, 2023.

**Background:**

**Funding Source(s):**

**Attachments:** *(click item to open)*

*attachment 1. Altavista Town Council Meeting Calendar-August 2023*

*attachment 2. Altavista Town Council Meeting Calendar - Sept. 2023*

# August 2023

Sunday	Monday	Tuesday	Weds.	Thursday	Friday	Saturday
<b>NOTES:</b> August 22nd AEDA Mtg. @ 8:15am (if needed)		1  <b><u>APD</u></b> <b>National Night Out</b>	2	3	4	5
6	7  <b>Planning Commission</b> Canceled (next meeting Sept. 5th)	8  <b>Town Council Meeting</b> 6pm	9	10	11	12
13	14	15	16	17	18	19
20	21	22  <b>Council Work Session</b> 5pm	23	24	25	26
27	28	29	30  <b><u>Town Audit</u></b>	31		

# September 2023

Sunday	Monday	Tuesday	Weds.	Thursday	Friday	Saturday
					1	2
3	4 Town Offices <u>CLOSED</u> In observance of Labor Day	5 <b><u>Planning Commission</u></b> 5pm	6	7	8	9 <b><u>AVOCA</u></b> Harvest Festival
10	11	12 <b><u>Town Council</u></b> Meeting 6pm	13	14	15	16
17	18	19	20 Autumn begins	21	22	23
24	25	26 <b><u>Town Council</u></b> Work Session 5pm	27	28	29	30
		<b><u>NOTES:</u></b> AEDA Meeting Sept. 26 <sup>th</sup> @ 8:15am (if needed)				



TOWN OF ALTAVISTA  
TOWN COUNCIL  
REGULAR MEETING  
August 8, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 12.A

**CLOSED SESSION**

**Title: Town Council Closed Session**

**Staff Resource: Gary Shanaberger, Town Manager**

---

**Action(s):**

Convene in Closed Session

**Explanation:**

Section 2.2-3711 (A)(3) Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

**Background:**

**Funding Source(s):**

**Attachments:** *(click item to open)*

*attachment. Closed Session 8.08.23 - Section 2.2-3711(A)(3)*



## TOWN COUNCIL CLOSED SESSION

DATE: Tuesday, August 8th, 2023

I move that the Altavista Town Council convene in closed session in accordance with the provisions set out in the Code of Virginia, 1950, as amended,

*Section 2.2-3711 (A)(3)* Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

The motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_

VOTE:	Dr. Scott Lowman	_____	Vice Mayor Reggie Bennett	_____
	Mr. Timothy George	_____	Mr. Tracy Emerson	_____
	Mr. Jay Higginbotham	_____	Mr. Wayne Mitchell	_____
	Mayor Michael Mattox	_____		

Town Council went into Closed Session at \_\_\_\_\_ PM.

Notice was given that Council was back in regular session at \_\_\_\_\_ PM.

### FOLLOWING CLOSED SESSION:

A motion was made by \_\_\_\_\_, seconded by \_\_\_\_\_, to adopt the certification of a closed meeting.

### CERTIFICATION OF CLOSED MEETING

WHEREAS, the Town Council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the town council that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED the Town Council hereby certifies, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council.

VOTE:	Dr. Scott Lowman	_____	Vice Mayor Reggie Bennett	_____
	Mr. Timothy George	_____	Mr. Tracy Emerson	_____
	Mr. Jay Higginbotham	_____	Mr. Wayne Mitchell	_____
	Mayor Michael Mattox	_____		

Adjourned at \_\_\_\_\_ p.m.

Action(s): \_\_\_\_\_