



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

**Tuesday, March 14, 2023
6:00 PM - Council's Chambers
510 Seventh Street
Altavista, VA 24517**

1. CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

Reverend Walter Pillow, Altavista Baptist Tabernacle, will deliver the Invocation this evening.

2. AGENDA ADOPTION

3. RECOGNITIONS AND PRESENTATIONS

3.A Employee Changes in February 2023

3.B RESOLUTION OF SERVICE - Marvin Clements
attachment. Resolution for Marvin Clements 3.14.2023

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

Citizen's wishing to address Council should provide their name and residential address. Citizen's 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

6. CONSENT AGENDA

6.A TOA Monthly Financial Reports - February 2023
Attachment 1. February 2023 Check Register
Attachment 2. February 2023 Revenue Report
Attachment 3. February 2023 Expenditure Report
Attachment 4. February 2023 Reserve Balance and Investment Report

6.B Town Council Meeting Minutes
attachment 1. Town Council RM Minutes 2.14.23
attachment 2. Council WS 2.28.23

6.C Bond Counsel for the Sedimentation and Solids Handling Project
attachment. HAK Bond Council Proposal 1-30-2023

6.D Engineering Services for the Sedimentation and Solids Handling Project
attachment 2. Dewberry Proposal

6.E VRA Financing for the Sedimentation and Solids Handling.

6.F DAWN - Environmental Testing and Remediation Plan
attachment. Moorefield_Cleaners_Vapor_Assessment

7. PUBLIC HEARING(S)

- 7.A REZONING CASE RZ-23-01: A request of Glenn & Deborah Berger to rezone 1.39± acres from M, Industrial to C-2, General Commercial. The subject property is located at 3326 Lynch Mill Rd and is identified as Parcel ID 69-A-65A.
REZONING ORDINANCE 3326 LYNCH MILL RD.pdf
TC Staff Report 3.14.23 Rezoning of 3326 Lynch Mill Rd.pdf
Glenn Berger Application.pdf
3326 Lynch Mill Rd.pdf
Map 3326 Lynch Mill Road.pdf
FLUM.pdf
- 7.B ORDINANCE AMENDMENT OA-23-01: An ordinance to amend Sec. 86-32 Use Types of the Zoning Ordinance to amend the definition of hospital.
Sec._86_32.____Use_types.pdf - hospital.pdf
- 7.C ORDINANCE AMENDMENT OA-23-02: An ordinance to amend Sec. 86-352(5) of the Zoning Ordinance to authorize hospitals in the C-2 (General Commercial) Zoning District with a Special Use Permit.
Ordinance Hospital with SUP.pdf
- 7.D ORDINANCE AMENDMENT OA-23-04: An ordinance to amend Chapter 62 Solid Waste, Weed Control of the Code of the Town of Altavista
23_03_POL_business-district-dumpster-placement-policy_v.final.pdf
Ordinance Amendment Solid Waste; Weed Control.pdf
- 7.E ORDINANCE AMENDMENT OA-23-03: An ordinance to amend Sec. 86-382(6) of the Zoning Ordinance to delete Resource Extraction as a permitted use in the M (Industrial) Zoning District and to amend Sec. 86-566 to delete the parking requirement for the use.
Resource Extraction.pdf

8. NEW BUSINESS

- 8.A Appointment of Student Planning Commissioner and Alternate Student Planning Commissioner
- 8.B ACTS (Transit) - Request to Declare Surplus
attachment. 2016 FORD BOC PIC_surplus
- 8.C Continuation of Health Plan for Retirees not Eligible for Medicare
Attachment 1. Resolution Approving Health Insurance for Town of Altavista Retirees

9. UNFINISHED BUSINESS

- 9.A English Park Wayfinding Signage Update

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 Project Updates

STATUS REPORT CLARIFIER #3 PROJECT 3-6-2023.pdf

STATUS REPORT LYNCH CREEK PROJECT 3-06-2023.pdf

STATUS REPORT AMI PROJECT 3-06-2023.pdf

STATUS REPORT MELINDA HPZ PROJECT 3-07-2023.pdf

February 2023 Monthly Report for Council Members 2z.pdf

February 2023 Monthly Report for Council Members 3.pdf

STATUS REPORT FRAIZER ROAD DRAINAGE PROJECT 3-09-2023.pdf

STATUS REPORT VDEM GENERATORS 3-09-2023.pdf

STATUS REPORT SPRINGS SCADA PROJECT 3-09-2023.pdf

STATUS REPORT FILTER IMPROVEMENT PROJECT 3-09-2023.pdf

STATUS REPORT AERATION STUDY 3-09-2023.pdf

STATUS REPORT WWTP ELECTRICAL PROJECT 3-09-2023.pdf

10.C Public Services Monthly Reports

attachment 1. STREET_DEPARTMENT_MONTHLY_REPORT-_FEBRUARY_2023

attachment 2.

BUILDINGS_AND_GROUNDS_MONTHLY_REPORT_FEBRUARY_2023

attachment 3. FLEET_MAINTENANCE_DEPARTMENT-FEBRUARY_2023

10.D Community Development February 2023 Monthly Report

CD Feb 23 Monthly Report.pdf

10.E Altavista Police Department (APD) Monthly Reports

attachment 1. Altavista PD Monthly Activity Report-February 2023

attachment 2. APD Patrol on 29-February 2023

10.F ARPA Equipment Grant Program Opportunity For Law Enforcement

10.G Town Council Meeting Calendars

attachment 1. Council Calendar - March 2023

attachment 2. Council Calendar - April 2023

11. MATTERS FROM COUNCIL

12. CLOSED SESSION

12.A Town Council - Closed Session

attachment. Altavista Town Council - Closed Session 3.14.23

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
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 3.A

RECOGNITIONS AND PRESENTATIONS

Title: Employee Changes in February 2023

Staff Resource: Jo Ann Myers, Human Resources

Action(s):

Informational Item

Explanation:

Milestone:

None in February

New Hire:

Joshua Whorley, Utilities, Sr. Maintenance Specialist - hired 2/06/23

Departure:

None in February

Background:

Funding Source(s):

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 3.B

RECOGNITIONS AND PRESENTATIONS

Title: RESOLUTION OF SERVICE - Marvin Clements

Staff Resource: Altavista Town Council

Action(s):

Adopt the Resolution

Explanation:

It is the opinion of the Altavista Town Council that Marvin Clements served the Town of Altavista faithfully as a Commissioner; and was instrumental in helping to improve the Town, and shape its future through the use of proper planning and zoning techniques.

Under the recommendation of the Altavista Planning Commission, Mayor Mattox, on the behalf of Town Council, the Planning Commission, and the Town of Altavista, will read aloud, to be recorded in the minutes of this meeting, a Resolution of Recognition for Mr. Clements' six years of service to the Town of Altavista.

Background:

Marvin L. Clements served his community on Altavista's Planning Commission from 2016 until his term expired, December 30th, 2022.

Funding Source(s):

N / A

Attachments: *(click item to open)*

[*attachment. Resolution for Marvin Clements 3.14.2023*](#)

RESOLUTION

Honoring the Service of

Marvin L. Clements

on The Altavista Planning Commission

WHEREAS, Marvin L. Clements was first appointed to serve on the Altavista Planning Commission in 2016, for an unexpired term. He was reappointed to the Commission in 2018 to a 4yr term, which expired December 31st, 2022; and

WHEREAS, Mr. Clements faithfully served the Town of Altavista as a Planning Commissioner for six years and is respected by his colleagues; and

WHEREAS, the Planning Commission provides an important service to the Town of Altavista through its mission of planning for the future and making recommendations to Town Council on the development of the community; and

WHEREAS, Mr. Clements was instrumental in helping to improve the Town and shape its future through the use of proper planning and zoning techniques; now

THEREFORE, BE IT RESOLVED, the Altavista Town Council hereby commends Marvin L. Clements for his years of service on the Altavista Planning Commission, and thanks him for his many contributions to the betterment of the Altavista community.

Adopted this the 14th day of March, 2023.

Michael E. Mattox, Mayor

Gary L. Shanaberger, Town Manager



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 6.A

CONSENT AGENDA

Title: TOA Monthly Financial Reports - February 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. February 2023 Check Register

Attachment 2. February 2023 Revenue Report

Attachment 3. February 2023 Expenditure Report

Attachment 4. February 2023 Reserve Balance and Investment Report

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
44328	103	BEACON CREDIT UNION	02/03/2023	230.00		00	OUTSTANDING	
44329	4	BOXLEY AGGREGATES	02/03/2023	3,324.17		00	OUTSTANDING	
44330	583	CAMPBELL COUNTY PUBLIC LIBRARY	02/03/2023	1,076.00		00	OUTSTANDING	
44331	973	CAMPBELL HEATING AND COOLING	02/03/2023	950.60		00	OUTSTANDING	
44332	19	CARTER MACHINERY CO INC	02/03/2023	395.30		00	OUTSTANDING	
44333	28	COLUMBIA GAS	02/03/2023	3,509.38		00	OUTSTANDING	
44334	32	CONTROL EQUIPMENT CO INC	02/03/2023	1,453.79		00	OUTSTANDING	
44335	994	LARRY DALTON	02/03/2023	400.00		00	OUTSTANDING	
44336	164	DMV	02/03/2023	275.00		00	OUTSTANDING	
44337	20	J JOHNSON ELLER JR	02/03/2023	2,500.00		00	OUTSTANDING	
44338	301	ENGLISH'S LLC	02/03/2023	1,377.65		00	OUTSTANDING	
44339	118	FERGUSON ENTERPRISES LLC	02/03/2023	2,442.78		00	OUTSTANDING	
44340	9999997	FINDLAN, COLIN	02/03/2023	61.45		00	OUTSTANDING	
44341	119	FOSTER ELECTRIC CO INC	02/03/2023	1,306.95		00	OUTSTANDING	
44342	9999997	HASKINS, KENDALL R.	02/03/2023	47.17		00	OUTSTANDING	
44343	9999999	HOGAN ERIC JACOB	02/03/2023	6.97		00	OUTSTANDING	
44344	9999997	HOGAN, ERIC	02/03/2023	60.55		00	OUTSTANDING	
44345	566	INTEGRATED TECHNOLOGY GROUP IN	02/03/2023	6,158.44		00	OUTSTANDING	
44346	9999997	JACKSON, BRANDY	02/03/2023	60.10		00	OUTSTANDING	
44347	9999997	JONES, FANNIE MAE	02/03/2023	10.40		00	OUTSTANDING	
44348	1024	LAWRENCE TRAILER & TRUCK EQUIP	02/03/2023	8,797.00		00	OUTSTANDING	
44349	9999997	MARSHALL, STEPHEN	02/03/2023	40.60		00	OUTSTANDING	
44350	935	MATTERN & CRAIG INC	02/03/2023	3,970.00		00	OUTSTANDING	
44351	1063	MISSIONSQUARE - 304831	02/03/2023	470.00		00	OUTSTANDING	
44352	121	MULTI BUSINESS FORMS INC	02/03/2023	647.70		00	OUTSTANDING	
44353	9999997	MYERS, STEVIE	02/03/2023	33.70		00	OUTSTANDING	
44354	1071	NEW LONDON TECHNOLOGY	02/03/2023	525.00		00	OUTSTANDING	
44355	931	PALLETONE INC	02/03/2023	1,986.50		00	OUTSTANDING	
44356	72	PHYSICIANS TREATMENT CENTER	02/03/2023	80.00		00	OUTSTANDING	
44357	843	BETTY PICKERAL	02/03/2023	1,150.00		00	OUTSTANDING	
44358	9999997	RIDDLE, MAURICE	02/03/2023	44.37		00	OUTSTANDING	
44359	9999997	ROWLAND, DONALD EUGENE	02/03/2023	78.61		00	OUTSTANDING	
44360	9999997	SEBTI, RHANIA	02/03/2023	36.25		00	OUTSTANDING	
44361	872	TIAA, FSB	02/03/2023	153.00		00	OUTSTANDING	
44362	85	TREASURER OF VA /CHILD SUPPORT	02/03/2023	933.27		00	OUTSTANDING	
44363	35	TREASURER OF VA/VITA	02/03/2023	5.24		00	OUTSTANDING	
44364	900	US BANK EQUIPMENT FINANCE	02/03/2023	232.66		00	OUTSTANDING	
44365	136	USABLUEBOOK	02/03/2023	275.80		00	OUTSTANDING	
44366	1062	VIRGINIA DRYWALL AND PLASTER	02/03/2023	5,324.00		00	OUTSTANDING	
44367	9999997	WALLER, MARKITA B	02/03/2023	2.67		00	OUTSTANDING	
44368	542	WILLOUGHBY & ASSOCIATES INC	02/03/2023	40.00		00	OUTSTANDING	
44369	4	BOXLEY AGGREGATES	02/10/2023	2,429.83		00	OUTSTANDING	
44370	12	BRENNTAG MID-SOUTH INC	02/10/2023	1,461.01		00	OUTSTANDING	
44371	16	CAMPBELL COUNTY UTILITIES & SE	02/10/2023	115.50		00	OUTSTANDING	
44372	1072	CARMEN CAMPBELL	02/10/2023	1,102.40		00	OUTSTANDING	
44373	1046	CHARLIE OBAUGH AUTO GROUP INC	02/10/2023	43,978.00		00	OUTSTANDING	
44374	1011	COTTLE MULTI-MEDIA INC	02/10/2023	2,865.00		00	OUTSTANDING	
44375	419	CREATIVE EDGE DESIGN INC	02/10/2023	1,950.00		00	OUTSTANDING	
44376	1074	DIRECTIONAL SIGNING PROGRAM, L	02/10/2023	3,457.20		00	OUTSTANDING	
44377	1075	DOLAN GROUP LLC	02/10/2023	2,850.00		00	OUTSTANDING	
44378	9999997	EASLEY, PATRICIA GAIL	02/10/2023	24.35		00	OUTSTANDING	

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
44379	40	FEDERAL EXPRESS CORPORATION	02/10/2023	56.23		00	OUTSTANDING	
44380	118	FERGUSON ENTERPRISES LLC	02/10/2023	919.81		00	OUTSTANDING	
44381	119	FOSTER ELECTRIC CO INC	02/10/2023	636.04		00	OUTSTANDING	
44382	43	FOSTER FUELS INC	02/10/2023	1,469.87		00	OUTSTANDING	
44383	1073	GRISHAW ENVIRONMENTAL, LLC	02/10/2023	725.00		00	OUTSTANDING	
44384	9999999	HALL ASHLEY DANIELLE	02/10/2023	310.51		00	OUTSTANDING	
44385	892	J & J PORTAPOTTY INC	02/10/2023	1,040.00		00	OUTSTANDING	
44386	646	KD COUNTRY	02/10/2023	110.00		00	OUTSTANDING	
44387	300	NAPA AUTO PARTS	02/10/2023	2,439.84		00	OUTSTANDING	
44388	9999999	NORFOLK & WESTERN RAILWAY CO	02/10/2023	4,982.66		00	OUTSTANDING	
44389	9999999	NORFOLK & WESTERN RAILWAY CO	02/10/2023	2,634.47		00	OUTSTANDING	
44390	454	O'REILLY AUTOMOTIVE INC	02/10/2023	330.87		00	OUTSTANDING	
44391	655	RALPH M FARMER PAINTING	02/10/2023	820.00		00	OUTSTANDING	
44392	857	RIVERSTREET NETWORKS	02/10/2023	1,545.90		00	OUTSTANDING	
44393	1076	TARHEEL CANINE TRAINING	02/10/2023	10,920.25		00	OUTSTANDING	
44394	92	UNIFIRST CORP	02/10/2023	3,151.08		00	OUTSTANDING	
44395	110	VUPS INC	02/10/2023	40.95		00	OUTSTANDING	
44396	756	WAGeworks INC	02/10/2023	108.55		00	OUTSTANDING	
44397	9	AFLAC	02/17/2023	2,985.97		00	OUTSTANDING	
44398	84	ALTAVISTA JOURNAL	02/17/2023	726.19		00	OUTSTANDING	
44399	9999997	ANDERSON II, JOHN	02/17/2023	75.40		00	OUTSTANDING	
44400	1066	ASHBY ULYSSES ROBINSON JR.	02/17/2023	50.00		00	OUTSTANDING	
44401	103	BEACON CREDIT UNION	02/17/2023	230.00		00	OUTSTANDING	
44402	978	REGINALD C BENNETT	02/17/2023	75.00		00	OUTSTANDING	
44403	1025	MEGHAN T BOLLING	02/17/2023	50.00		00	OUTSTANDING	
44404	294	BUSINESS CARD	02/17/2023	16,765.41		00	OUTSTANDING	
44405	825	CENTRAL TECHNOLOGY SOLUTIONS	02/17/2023	524.40		00	OUTSTANDING	
44406	1061	CHILDRESS ELECTRICAL LLC	02/17/2023	17,909.00		00	OUTSTANDING	
44407	9999997	CREWS, LATISHA	02/17/2023	57.68		00	OUTSTANDING	
44408	526	DAVENPORT ENERGY INC	02/17/2023	1,024.38		00	OUTSTANDING	
44409	36	DOMINION VIRGINIA POWER	02/17/2023	128,783.07		00	OUTSTANDING	
44410	835	DOOR MEDIC	02/17/2023	304.00		00	OUTSTANDING	
44411	1056	EDWARDS BUSINESS MACHINES INC	02/17/2023	99.61		00	OUTSTANDING	
44412	118	FERGUSON ENTERPRISES LLC	02/17/2023	2,709.12		00	OUTSTANDING	
44413	119	FOSTER ELECTRIC CO INC	02/17/2023	285.11		00	OUTSTANDING	
44414	916	GRANITE TELECOMMUNICATIONS	02/17/2023	821.69		00	OUTSTANDING	
44415	50	GRETN TIRE INC	02/17/2023	1,474.80		00	OUTSTANDING	
44416	58	INSTRUMENTATION SERVICES INC	02/17/2023	708.00		00	OUTSTANDING	
44417	564	JOHN JORDAN	02/17/2023	75.00		00	OUTSTANDING	
44418	1068	L3HARRIS TECHNOLOGIES, INC.	02/17/2023	3,620.52		00	OUTSTANDING	
44419	218	MINNESOTA LIFE	02/17/2023	193.86		00	OUTSTANDING	
44420	1063	MISSIONSQUARE - 304831	02/17/2023	470.00		00	OUTSTANDING	
44421	829	MARIE MITCHELL	02/17/2023	75.00		00	OUTSTANDING	
44422	1	MR. JOSEPH DAVIS	02/17/2023	627.73		00	OUTSTANDING	
44423	9999999	NORFOLK & WESTERN RAILWAY CO	02/17/2023	979.61		00	OUTSTANDING	
44424	9999999	NORFOLK SOUTHERN RAILWAY CO	02/17/2023	3,146.39		00	OUTSTANDING	
44425	816	PACE ANAYLTICAL SERVICES LLC	02/17/2023	265.60		00	OUTSTANDING	
44426	843	BETTY PICKERAL	02/17/2023	200.00		00	OUTSTANDING	
44427	655	RALPH M FARMER PAINTING	02/17/2023	14,811.00		00	OUTSTANDING	
44428	1076	TARHEEL CANINE TRAINING	02/17/2023	425.00		00	OUTSTANDING	
44429	628	TENCARVA MACHINERY CO	02/17/2023	7,226.30		00	OUTSTANDING	

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
44430	85	TREASURER OF VA /CHILD SUPPORT	02/17/2023	933.27		00	OUTSTANDING	
44431	616	UNIVERSAL BLOWER PAC INC	02/17/2023	1,707.78		00	OUTSTANDING	
44432	136	USABLUBOOK	02/17/2023	159.21		00	OUTSTANDING	
44433	793	XEROX FINANCIAL SERVICES	02/17/2023	415.78		00	OUTSTANDING	
44476	800	MICHAEL ABBOTT	02/24/2023	45.55		00	OUTSTANDING	
44477	91	ANTHEM BLUE CROSS/BLUE SHIELD	02/24/2023	44,664.00		00	OUTSTANDING	
44478	9999997	ARTHUR, MATTHEW BAIN	02/24/2023	109.10		00	OUTSTANDING	
44479	162	BENNETT'S MECHANICAL COMPANY I	02/24/2023	50.00		00	OUTSTANDING	
44480	1058	BRIGHTSPEED	02/24/2023	622.99		00	OUTSTANDING	
44481	825	CENTRAL TECHNOLOGY SOLUTIONS	02/24/2023	99.55		00	OUTSTANDING	
44482	145	CHANDLER CONCRETE CO INC	02/24/2023	560.50		00	OUTSTANDING	
44483	32	CONTROL EQUIPMENT CO INC	02/24/2023	22,538.60		00	OUTSTANDING	
44484	569	DIAMOND PAPER CO INC	02/24/2023	752.26		00	OUTSTANDING	
44485	332	HURT & PROFFITT INC	02/24/2023	5,085.00		00	OUTSTANDING	
44486	401	IDEXX DISTRIBUTION INC	02/24/2023	2,497.89		00	OUTSTANDING	
44487	158	KORMAN SIGNS INC	02/24/2023	504.26		00	OUTSTANDING	
44488	717	LYNCHBURG REGIONAL BUSINESS AL	02/24/2023	400.00		00	OUTSTANDING	
44489	9999999	M & W LAND AND CATTLE LLC	02/24/2023	154.16		00	OUTSTANDING	
44490	9999999	M & W LAND COMPANY LLC	02/24/2023	43.12		00	OUTSTANDING	
44491	9999999	MAIN STREET EMPORIUM LLC	02/24/2023	405.66		00	OUTSTANDING	
44492	1071	NEW LONDON TECHNOLOGY	02/24/2023	881.00		00	OUTSTANDING	
44493	608	NORFOLK SOUTHERN RAILWAY CO	02/24/2023	100.00		00	OUTSTANDING	
44494	816	PACE ANAYLTICAL SERVICES LLC	02/24/2023	165.60		00	OUTSTANDING	
44495	72	PHYSICIANS TREATMENT CENTER	02/24/2023	485.00		00	OUTSTANDING	
44496	467	SONNY MERRYMAN INC	02/24/2023	79,732.00		00	OUTSTANDING	
44497	80	SOUTHSIDE ELECTRIC COOP	02/24/2023	1,254.33		00	OUTSTANDING	
44498	9999997	SPEARS, ANDY	02/24/2023	47.17		00	OUTSTANDING	
44499	778	SPRINT	02/24/2023	113.61		00	OUTSTANDING	
44500	304	TOTER DBA WASTEQUIP LLC	02/24/2023	1,308.25		00	OUTSTANDING	
44501	400	TROJAN UV	02/24/2023	889.86		00	OUTSTANDING	
44502	136	USABLUBOOK	02/24/2023	1,806.40		00	OUTSTANDING	

BANK: 00 *****

NO. OF CHECKS:	133	CHECKS OUTSTANDING	519,255.13 ***	
OUTSTANDING CHECKS:	133	RECONCILED CHECKS:	VOID CHECKS:	
	519,255.13	.00	.00	.00

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
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NO. OF CHECKS:	133	TOTAL CHECKS	519,255.13	***				
OUTSTANDING CHECKS:	133	RECONCILED CHECKS:	VOID CHECKS:					
	519,255.13		.00	.00				.00

TOWN OF ALTAVISTA
REVENUE REPORT
67% OF YEAR LAPSED

ACCOUNTING PERIOD 08/2023

TOWN OF ALTAVISTA

FUND 010		GENERAL FUND		*****	CURRENT	*****	*****	YEAR-TO-DATE	*****	ANNUAL	UNREALIZED
ACCOUNT		ACCOUNT DESCRIPTION		ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
300		TAXES									
301		PROPERTY TAXES									
	01 00	REAL PROPERTY CURRENT		17,666	4,087.08	23	141,328	219,468.31	155	212,000	7,468.31-
301	**	PROPERTY TAXES		17,666	4,087.08	23	141,328	219,468.31	155	212,000	7,468.31-
302		PUBLIC SERVICE									
	01 00	REAL & PERSONAL CURRENT		7,341	594.77	8	58,728	75,159.77	128	88,100	12,940.23
302	**	PUBLIC SERVICE		7,341	594.77	8	58,728	75,159.77	128	88,100	12,940.23
303		PERSONAL PROPERTY									
	01 00	CURRENT		21,166	8,716.80	41	169,328	190,680.42	113	254,000	63,319.58
	03 00	PPTRA		8,333	25,170.22	302	66,664	85,167.61	128	100,000	14,832.39
303	**	PERSONAL PROPERTY		29,499	33,887.02	115	235,992	275,848.03	117	354,000	78,151.97
304		MACHINERY & TOOLS									
	01 00	CURRENT		171,416	.00		1,371,328	2,073,376.74	151	2,057,000	16,376.74-
304	**	MACHINERY & TOOLS		171,416	.00		1,371,328	2,073,376.74	151	2,057,000	16,376.74-
305		MOBILE HOME									
	01 00	CURRENT		12	5.56	46	96	132.28	138	150	17.72
305	**	MOBILE HOME		12	5.56	46	96	132.28	138	150	17.72
306		PENALTIES & INTEREST									
	01 00	PENALTIES		375	1,766.55	471	3,000	33,395.97	1113	4,500	28,895.97-
	02 00	INTEREST		291	497.38	171	2,328	2,564.39	110	3,500	935.61
306	**	PENALTIES & INTEREST		666	2,263.93	340	5,328	35,960.36	675	8,000	27,960.36-
307		LOCAL									
	01 00	SALES & USE		16,666	23,677.19	142	133,328	124,762.04	94	200,000	75,237.96
	02 00	ELECTRIC, GAS & TELEPHONE		9,500	10,155.36	107	76,000	66,724.43	88	114,000	47,275.57
	03 00	MOTOR VEHICLE LICENSES		3,833	2,850.46	74	30,664	41,806.05	136	46,000	4,193.95
	04 00	BANK STOCK		15,000	5,165.00	34	120,000	5,165.00	4	180,000	174,835.00
	05 00	HOTEL & MOTEL		8,291	3,399.71	41	66,328	69,479.96	105	99,500	30,020.04
	06 00	MEAL		83,333	95,466.21	115	666,664	711,138.00	107	1,000,000	288,862.00
	07 00	AUDIT REVENUE		0	.00		0	.00		0	.00
	08 00	CONTAINER RENTAL FEE		137	.00		1,096	1,300.00	119	1,650	350.00
	09 00	COMMUNICATIONS TAX		2,500	2,329.34	93	20,000	16,487.89	82	30,000	13,512.11
	10 00	TRANSIT PASSENGER REVENUE		416	434.28	104	3,328	2,523.30	76	5,000	2,476.70
	11 00	CIGARETTE TAX		8,333	.00		66,664	67,500.00	101	100,000	32,500.00
	12 00	MOBILE RESTAURANT PERMIT		12	25.00	208	96	50.00	52	150	100.00
307	**	LOCAL		148,021	143,502.55	97	1,184,168	1,106,936.67	94	1,776,300	669,363.33

TOWN OF ALTAVISTA
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TOWN OF ALTAVISTA

FUND 010 GENERAL FUND									
ACCOUNT	ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
308	LICENSES, PERMITS & FEES								
01 01	CONTRACTORS	375	.00		3,000	15.00	1	4,500	4,485.00
01 02	RETAIL SALES	5,000	.00		40,000	5,447.35	14	60,000	54,552.65
01 03	FINANCIAL, RE & PROF	375	.00		3,000	298.67	10	4,500	4,201.33
01 04	REPAIRS & PERSONAL SVC	833	.00		6,664	601.21	9	10,000	9,398.79
01 05	WHOLESALE BUSINESS	37	.00		296	46.46	16	450	403.54
01 06	UTILITIES	91	.00		728	15.00	2	1,100	1,085.00
01 07	HOTELS	70	.00		560	.00		850	850.00
01 08	VENDING, COIN OPERATED	0	.00		0	.00		0	.00
01 *	BUSINESS LICENSE FEES	6,781	.00		54,248	6,423.69	12	81,400	74,976.31
02 01	ZONING, SIGN, HOME OCCUPATN	108	165.00	153	864	1,690.00	196	1,300	390.00-
308	** LICENSES, PERMITS & FEES	6,889	165.00	2	55,112	8,113.69	15	82,700	74,586.31
300	*** TAXES	381,510	184,505.91		3,052,080	3,794,995.85		4,578,250	783,254.15
310	FINES & FORFEITURES								
310	01 00 COURT FINES	500	2,119.55	424	4,000	17,521.46	438	6,000	11,521.46-
	02 00 PARKING FINES	25	100.00	400	200	310.00	155	300	10.00-
	03 00 TRAFFIC CAMERA TKTS	0	725.00		0	725.00		0	725.00-
310	**	525	2,944.55	561	4,200	18,556.46	442	6,300	12,256.46-
310	*** FINES & FORFEITURES	525	2,944.55		4,200	18,556.46		6,300	12,256.46-
320	INVESTMENT EARNINGS								
321	INTEREST								
	02 00 INTEREST INCOME	0	25,073.90		0	150,806.56		0	150,806.56-
321	** INTEREST	0	25,073.90		0	150,806.56		0	150,806.56-
320	*** INVESTMENT EARNINGS	0	25,073.90		0	150,806.56		0	150,806.56-
330	CHARGES FOR SERVICES								
331	RENTS								
	01 00 RENTAL OF GENERAL PROP	83	150.00	181	664	775.00	117	1,000	225.00
	01 01 PAVILION RENTALS	125	50.00	40	1,000	887.50	89	1,500	612.50
	01 02 BOOKER BUILDING RENTALS	458	.00		3,664	2,650.00	72	5,500	2,850.00
	01 03 SPARK INNOVATION CENTER	2,500	916.36	37	20,000	916.36	5	30,000	29,083.64
	01 * RENTAL OF GENERAL PROP	3,166	1,116.36	35	25,328	5,228.86	21	38,000	32,771.14
	02 00 RENTAL OF REAL PROP	7,916	5,850.07	74	63,328	52,398.73	83	95,000	42,601.27
331	** RENTS	11,082	6,966.43	63	88,656	57,627.59	65	133,000	75,372.41

TOWN OF ALTAVISTA

FUND 010 GENERAL FUND									
ACCOUNT	ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
336	02 00 LOANS								
	02 00 PROP. MAIN. ENFORCEMENT	0	.00		0	.00		0	.00
336	** LOANS	0	.00		0	.00		0	.00
337	01 00 CODE ENFORCEMENT								
	01 00 CODE ENFORCEMENT	41	.00		328	230.00	70	500	270.00
337	** CODE ENFORCEMENT	41	.00		328	230.00	70	500	270.00
330	*** CHARGES FOR SERVICES	11,123	6,966.43		88,984	57,857.59		133,500	75,642.41
340	INTERGOVERNMENTAL REVENUE								
341	STATE								
	03 00 RAILROAD ROLLING STOCK	1,308	.00		10,464	15,740.92	150	15,700	40.92-
	04 00 DCJS GRANT	7,416	.00		59,328	49,000.00	83	89,000	40,000.00
	06 00 RENTAL TAX	83	126.03	152	664	363.88	55	1,000	636.12
	08 00 MISC STATE GRANT	1,250	.00		10,000	15,000.00	150	15,000	.00
	08 01 TOBACCO GRANT	0	.00		0	.00		0	.00
	08 02 DHCD THEATER FEASIBILITY	0	.00		0	5,000.00		0	5,000.00-
	08 * MISC STATE GRANT	1,250	.00		10,000	20,000.00	200	15,000	5,000.00-
	09 00 POLICE GRANT	0	.00		0	.00		0	.00
	11 00 VDOT CONTRACTUAL SERVICES	250	.00		2,000	.00		3,000	3,000.00
	12 00 VDOT PD GRANT - OVERTIME	416	1,742.50	419	3,328	4,022.08	121	5,000	977.92
	13 00 STATE TRANSIT REVENUE	1,933	24,256.00	1255	15,464	59,897.00	387	23,200	36,697.00-
	16 00 SKILL GAMES TAX	0	.00		0	.00		0	.00
	17 00 BROWNFIELD ASSESSMNT GRNT	0	52,450.18		0	148,237.58		0	148,237.58-
	17 01 SPARK INNOVATION CENTER	0	.00		0	.00		0	.00
	17 * BROWNFIELD ASSESSMNT GRNT	0	52,450.18		0	148,237.58		0	148,237.58-
341	** STATE	12,656	78,574.71	621	101,248	297,261.46	294	151,900	145,361.46-
342	COUNTY								
	01 00 CAMPBELL COUNTY GRANT	0	.00		0	.00		0	.00
	02 00 LITTER GRANT	141	4,471.50	3171	1,128	4,471.50	396	1,700	2,771.50-
	03 00 FIRE DEPT FUEL REIMB	833	1,888.33	227	6,664	17,713.92	266	10,000	7,713.92-
342	** COUNTY	974	6,359.83	653	7,792	22,185.42	285	11,700	10,485.42-
343	FEDERAL								
	01 00 COP GRANT	0	.00		0	.00		0	.00
	03 00 VDOT TEA21 ENHNCEMNT GRNT	0	.00		0	.00		0	.00
	04 00 FEDERAL TRANSIT REVENUE	11,922	28,071.00	236	95,376	37,836.00	40	143,070	105,234.00
	05 00 BYRNE JUSTICE GRANT	0	.00		0	11,624.25		0	11,624.25-
	06 00 VDOT LAP FUNDING	0	.00		0	.00		0	.00

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FUND 010 GENERAL FUND										
ACCOUNT		ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
07 00		BULLET PROOF VEST GRANT	0	.00		0	.00		0	.00
09 00		CARES MONEY	0	.00		0	.00		0	.00
11 00		USDA RURAL BUS DEV GRANT	0	.00		0	97,950.00		0	97,950.00-
343	**	FEDERAL	11,922	28,071.00	236	95,376	147,410.25	155	143,070	4,340.25-
340	***	INTERGOVERNMENTAL REVENUE	25,552	113,005.54		204,416	466,857.13		306,670	160,187.13-
350		OTHER REVENUE								
351		MISCELLANEOUS								
01 00		SALES OF SUPPLIES & MAT	625	.00		5,000	7,528.00	151	7,500	28.00-
01 01		TRANSPORTATION	0	.00		0	.00		0	.00
01 *		SALES OF SUPPLIES & MAT	625	.00		5,000	7,528.00	151	7,500	28.00-
03 00		CASH DISCOUNTS	8	.00		64	.00		100	100.00
04 00		MISCELLANEOUS	1,166	1,438.99	123	9,328	27,722.19	297	14,000	13,722.19-
04 02		HURT / LIGHTS	16	.00		128	172.72	135	200	27.28
04 03		HURT / SOLID WASTE COLL	3,233	2,877.04	89	25,864	25,063.46	97	38,800	13,736.54
04 04		ESTATE OF ROBERTA F JENKS	683	686.60	101	5,464	5,394.44	99	8,200	2,805.56
04 06		VENDING MACHINE REVENUE	0	2.87		0	47.16		0	47.16-
04 *		MISCELLANEOUS	5,098	5,005.50	98	40,784	58,399.97	143	61,200	2,800.03
05 00		AVOCA REIMBURSEMENT	860	.00		6,880	378.81	6	10,320	9,941.19
06 01		CANOE LAUNCH PROJECT	0	.00		0	.00		0	.00
07 00		DONATIONS	0	1,200.00		0	1,200.00		0	1,200.00-
08 00		REIMB OF INSURANCE CLAIM	0	5,030.00		0	8,047.96		0	8,047.96-
09 00		STATE FORFEITURE FUND	0	.00		0	.00		0	.00
10 00		FEDERAL FORFEITURE FUND	0	.00		0	.00		0	.00
11 00		POLICE CHALLENGE COIN	0	.00		0	.00		0	.00
99 00		WRITE OFF	0	.00		0	.00		0	.00
351	**	MISCELLANEOUS	6,591	11,235.50	171	52,728	75,554.74	143	79,120	3,565.26
350	***	OTHER REVENUE	6,591	11,235.50		52,728	75,554.74		79,120	3,565.26
360		OTHER FINANCING SOURCES								
361		TRANSFER IN								
01 00		FROM RESERVES	75,244	.00		601,952	.00		902,930	902,930.00
01 01		RESERVE MAIN. FUNDS	2,916	.00		23,328	.00		35,000	35,000.00
01 *		FROM RESERVES	78,160	.00		625,280	.00		937,930	937,930.00
02 00		FROM LIBRARY	0	.00		0	.00		0	.00
03 01		DESIGNATED	0	.00		0	.00		0	.00
04 00		FROM CIF	0	.00		0	60,000.00		0	60,000.00-
06 00		FROM WATER & SEWER	0	.00		0	.00		0	.00
08 00		FORFEITURE ACCOUNTS	0	.00		0	.00		0	.00

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FUND 010 GENERAL FUND									
		ACCOUNT	*****	CURRENT	*****	*****	YEAR-TO-DATE	*****	
ACCOUNT		DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ANNUAL ESTIMATE

	09 00	WAR MEMORIAL FUNDING	0	.00		0	.00		0
361	**	TRANSFER IN	78,160	.00		625,280	60,000.00	10	937,930
362		PROCEEDS FROM LTD							
	01 00	PUBLIC IMPROVEMENT BOND	0	.00		0	.00		0
362	**	PROCEEDS FROM LTD	0	.00		0	.00		0
360	***	OTHER FINANCING SOURCES	78,160	.00		625,280	60,000.00		937,930
FUND TOTAL GENERAL FUND			503,461	343,731.83		4,027,688	4,624,628.33		6,041,770
									1,417,141.67

TOWN OF ALTAVISTA

FUND 020		STATE HIGHWAY REIMB FUND		*****		CURRENT	*****		*****		YEAR-TO-DATE	*****		ANNUAL	UNREALIZED
ACCOUNT		ACCOUNT DESCRIPTION		ESTIMATED		ACTUAL	%REV		ESTIMATED		ACTUAL	%REV		ESTIMATE	BALANCE

320		INVESTMENT EARNINGS													
321		INTEREST													
	02 00	INTEREST INCOME		0		3,707.02			0		22,606.13			0	22,606.13-
321	**	INTEREST		0		3,707.02			0		22,606.13			0	22,606.13-
320	***	INVESTMENT EARNINGS		0		3,707.02			0		22,606.13			0	22,606.13-
340		INTERGOVERNMENTAL REVENUE													
341		STATE													
	07 00	STREET & HIGHWAY MAINT		61,666		.00			493,328		409,276.14	83		740,000	330,723.86
	07 01	CARRYOVER OF FUNDS		9,293		.00			74,344		.00			111,520	111,520.00
	07 *	STREET & HIGHWAY MAINT		70,959		.00			567,672		409,276.14	72		851,520	442,243.86
341	**	STATE		70,959		.00			567,672		409,276.14	72		851,520	442,243.86
340	***	INTERGOVERNMENTAL REVENUE		70,959		.00			567,672		409,276.14			851,520	442,243.86
350		OTHER REVENUE													
351		MISCELLANEOUS													
	03 00	CASH DISCOUNTS		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													
	01 00	FROM RESERVES		0		.00			0		.00			0	.00
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		70,959		3,707.02			567,672		431,882.27			851,520	419,637.73

TOWN OF ALTAVISTA

FUND 030 LIBRARY 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	.00		0	.00		0	.00
321	**	INTEREST	0	.00		0	.00		0	.00
320	***	INVESTMENT EARNINGS	0	.00		0	.00		0	.00
350		OTHER REVENUE								
351		MISCELLANEOUS								
	03 00	CASH DISCOUNTS	0	.00		0	.00		0	.00
	04 00	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								
	02 00	FROM LIBRARY	0	.00		0	.00		0	.00
	03 00	FROM GENERAL FUND	0	.00		0	.00		0	.00
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

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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	13,437.33		0	132,397.60		0	132,397.60-
321	**	INTEREST	0	13,437.33		0	132,397.60		0	132,397.60-
320	***	INVESTMENT EARNINGS	0	13,437.33		0	132,397.60		0	132,397.60-
330		CHARGES FOR SERVICES								
332		WATER CHARGES								
	01 00	INDUSTRIAL	134,333	131,317.65	98	1,074,664	931,136.93	87	1,612,000	680,863.07
	02 00	BUSINESS & RESIDENTIAL	26,666	5,626.78	21	213,328	172,200.40	81	320,000	147,799.60
	03 00	OUTSIDE COMMUNITY	14,833	10,679.46	72	118,664	113,326.31	96	178,000	64,673.69
	04 00	WATER CONNECTION FEES	125	.00		1,000	3,000.00	300	1,500	1,500.00-
	05 00	BULK WATER PURCHASE	416	.00		3,328	1,843.50	55	5,000	3,156.50
332	**	WATER CHARGES	176,373	147,623.89	84	1,410,984	1,221,507.14	87	2,116,500	894,992.86
333		SEWER CHARGES								
	01 00	INDUSTRIAL	146,666	175,964.10	120	1,173,328	1,146,251.10	98	1,760,000	613,748.90
	02 00	BUSINESS & RESIDENTIAL	22,000	7,248.06	33	176,000	152,871.85	87	264,000	111,128.15
	03 00	OUTSIDE COMMUNITY	166	1,328.21	800	1,328	2,058.46	155	2,000	58.46-
	04 00	SEWER CONNECTION FEES	166	.00		1,328	2,000.00	151	2,000	.00
	05 00	SEWER SURCHARGES	7,083	30,200.20	426	56,664	188,922.32	333	85,000	103,922.32-
333	**	SEWER CHARGES	176,081	214,740.57	122	1,408,648	1,492,103.73	106	2,113,000	620,896.27
334		WATER & SEWER								
	00 00	WATER & SEWER	583	111.67-	19	4,664	5,824.30	125	7,000	1,175.70
	01 01	MONTHLY	4,166	5,261.75	126	33,328	34,979.75	105	50,000	15,020.25
	01 02	QUARTERLY	11,666	325.00	3	93,328	73,263.85	79	140,000	66,736.15
	01 *	BASE RATE FEE	15,832	5,586.75	35	126,656	108,243.60	86	190,000	81,756.40
334	**	WATER & SEWER	16,415	5,475.08	33	131,320	114,067.90	87	197,000	82,932.10
330	***	CHARGES FOR SERVICES	368,869	367,839.54		2,950,952	2,827,678.77		4,426,500	1,598,821.23
340		INTERGOVERNMENTAL REVENUE								
341		STATE								
	14 00	FLUORIDE GRANT	0	.00		0	.00		0	.00
	17 00	BROWNFIELD ASSESSMNT GRNT	0	.00		0	.00		0	.00
	18 00	VDEM	0	.00		0	37,311.64		0	37,311.64-
	19 00	VRA	0	.00		0	169.44-		0	169.44
341	**	STATE	0	.00		0	37,142.20		0	37,142.20-
343		FEDERAL								

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FUND 050 WATER & SEWER FUND		*****	CURRENT	*****	*****	YEAR-TO-DATE	*****	ANNUAL	UNREALIZED
ACCOUNT	DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
09 00	CARES MONEY	0	.00		0	.00		0	.00
09 01	AMERICAN RESCUE PLAN ACT	0	1,306,891.00		0	3,073,782.00		0	3,073,782.00-
09 *	CARES MONEY	0	1,306,891.00		0	3,073,782.00		0	3,073,782.00-
10 00	VDEM	0	.00		0	404,253.18-		0	404,253.18
343 **	FEDERAL	0	1,306,891.00		0	2,669,528.82		0	2,669,528.82-
340 ***	INTERGOVERNMENTAL REVENUE	0	1,306,891.00		0	2,706,671.02		0	2,706,671.02-
350	OTHER REVENUE								
351	MISCELLANEOUS								
01 00	SALES OF SUPPLIES & MAT	0	.00		0	.00		0	.00
03 00	CASH DISCOUNTS	0	.00		0	.00		0	.00
04 00	MISCELLANEOUS	2,083	2,370.00	114	16,664	11,019.08	66	25,000	13,980.92
04 05	ABBOTT WTR LINE PROJECT	0	.00		0	.00		0	.00
04 *	MISCELLANEOUS	2,083	2,370.00	114	16,664	11,019.08	66	25,000	13,980.92
99 00	WRITE OFF	0	.00		0	.00		0	.00
351 **	MISCELLANEOUS	2,083	2,370.00	114	16,664	11,019.08	66	25,000	13,980.92
350 ***	OTHER REVENUE	2,083	2,370.00		16,664	11,019.08		25,000	13,980.92
360	OTHER FINANCING SOURCES								
361	TRANSFER IN								
01 00	FROM RESERVES	168,458	.00		1,347,664	.00		2,021,500	2,021,500.00
03 00	FROM GENERAL FUND	0	.00		0	3,066.57		0	3,066.57-
03 01	DESIGNATED	143,417	.00		1,147,336	.00		1,721,000	1,721,000.00
03 *	FROM GENERAL FUND	143,417	.00		1,147,336	3,066.57		1,721,000	1,717,933.43
06 00	FROM WATER & SEWER	0	.00		0	.00		0	.00
11 00	BOND PROCEEDS	262,536	.00		2,100,288	.00		3,150,440	3,150,440.00
361 **	TRANSFER IN	574,411	.00		4,595,288	3,066.57		6,892,940	6,889,873.43
362	PROCEEDS FROM LTD								
01 00	PUBLIC IMPROVEMENT BOND	0	.00		0	.00		0	.00
362 **	PROCEEDS FROM LTD	0	.00		0	.00		0	.00
360 ***	OTHER FINANCING SOURCES	574,411	.00		4,595,288	3,066.57		6,892,940	6,889,873.43
FUND TOTAL WATER & SEWER FUND		945,363	1,690,537.87		7,562,904	5,680,833.04		11,344,440	5,663,606.96

TOWN OF ALTAVISTA
REVENUE REPORT
67% OF YEAR LAPSED

ACCOUNTING PERIOD 08/2023

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	.53		0	1.49		0	1.49-
321	**	INTEREST		0	.53		0	1.49		0	1.49-
320	***	INVESTMENT EARNINGS		0	.53		0	1.49		0	1.49-
350		OTHER REVENUE									
351		MISCELLANEOUS									
	03 00	CASH DISCOUNTS		0	.00		0	.00		0	.00
	07 00	DONATIONS		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									
	09 00	WAR MEMORIAL FUNDING		0	.00		0	.00		0	.00
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	.53		0	1.49		0	1.49-

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
320	INVESTMENT EARNINGS								
321	INTEREST								
02 00	INTEREST INCOME	0	.00		0	.00		0	.00
03 00	INTEREST INCOME CDBG	0	.00		0	5.93		0	5.93-
321	** INTEREST	0	.00		0	5.93		0	5.93-
320	*** INVESTMENT EARNINGS	0	.00		0	5.93		0	5.93-
330	CHARGES FOR SERVICES								
335	RECREATION								
01 00	PAVILION RENTALS	0	.00		0	.00		0	.00
02 00	BOOKER BUILDING RENTAL	0	.00		0	.00		0	.00
335	** RECREATION	0	.00		0	.00		0	.00
336	LOANS								
01 00	CDBG LOAN POOL	0	.00		0	.00		0	.00
336	** LOANS	0	.00		0	.00		0	.00
330	*** CHARGES FOR SERVICES	0	.00		0	.00		0	.00
340	INTERGOVERNMENTAL REVENUE								
341	STATE								
10 00	CDBG GRANT	0	.00		0	.00		0	.00
341	** STATE	0	.00		0	.00		0	.00
343	FEDERAL								
08 00	USDA GRANT REVENUE	0	.00		0	.00		0	.00
343	** FEDERAL	0	.00		0	.00		0	.00
340	*** INTERGOVERNMENTAL REVENUE	0	.00		0	.00		0	.00
350	OTHER REVENUE								
351	MISCELLANEOUS								
03 00	CASH DISCOUNTS	0	.00		0	.00		0	.00
04 00	MISCELLANEOUS	0	.00		0	.00		0	.00
04 07	ARS PROGRAM REVENUE	0	.00		0	.00		0	.00
04 *	MISCELLANEOUS	0	.00		0	.00		0	.00
99 00	WRITE OFF	0	.00		0	.00		0	.00
351	** MISCELLANEOUS	0	.00		0	.00		0	.00
350	*** OTHER REVENUE	0	.00		0	.00		0	.00

TOWN OF ALTAVISTA
REVENUE REPORT
67% OF YEAR LAPSED

ACCOUNTING PERIOD 08/2023

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

360		OTHER FINANCING SOURCES								
361		TRANSFER IN								
	01 00	FROM RESERVES	0	.00		0	.00		0	.00
	03 00	FROM GENERAL FUND	0	.00		0	700.42		0	700.42-
361	**	TRANSFER IN	0	.00		0	700.42		0	700.42-
360	***	OTHER FINANCING SOURCES	0	.00		0	700.42		0	700.42-
FUND TOTAL COMMUNITY IMPROV FUND			0	.00		0	706.35		0	706.35-

TOWN OF ALTAVISTA
REVENUE REPORT
67% OF YEAR LAPSED

ACCOUNTING PERIOD 08/2023

TOWN OF ALTAVISTA

FUND 090 CEMETERY FUND		ACCOUNT	*****	CURRENT	*****	*****	YEAR-TO-DATE	*****	ANNUAL	UNREALIZED
ACCOUNT		DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
300		TAXES								
308		LICENSES, PERMITS & FEES								
	02 02	BURIAL	1,437	800.00	56	11,496	12,220.00	106	17,250	5,030.00
308	**	LICENSES, PERMITS & FEES	1,437	800.00	56	11,496	12,220.00	106	17,250	5,030.00
300	***	TAXES	1,437	800.00		11,496	12,220.00		17,250	5,030.00
320		INVESTMENT EARNINGS								
321		INTEREST								
	02 00	INTEREST INCOME	0	397.49		0	4,027.94		0	4,027.94-
321	**	INTEREST	0	397.49		0	4,027.94		0	4,027.94-
320	***	INVESTMENT EARNINGS	0	397.49		0	4,027.94		0	4,027.94-
350		OTHER REVENUE								
351		MISCELLANEOUS								
	02 00	SALE OF REAL ESTATE	666	.00		5,328	650.00	12	8,000	7,350.00
	03 00	CASH DISCOUNTS	0	.00		0	.00		0	.00
	04 00	MISCELLANEOUS	0	.00		0	.00		0	.00
	99 00	WRITE OFF	0	.00		0	.00		0	.00
351	**	MISCELLANEOUS	666	.00		5,328	650.00	12	8,000	7,350.00
350	***	OTHER REVENUE	666	.00		5,328	650.00		8,000	7,350.00
360		OTHER FINANCING SOURCES								
361		TRANSFER IN								
	02 00	FROM LIBRARY	0	.00		0	.00		0	.00
	03 00	FROM GENERAL FUND	8,940	.00		71,520	.00		107,280	107,280.00
	06 00	FROM WATER & SEWER	0	.00		0	.00		0	.00
361	**	TRANSFER IN	8,940	.00		71,520	.00		107,280	107,280.00
360	***	OTHER FINANCING SOURCES	8,940	.00		71,520	.00		107,280	107,280.00
FUND TOTAL CEMETERY FUND			11,043	1,197.49		88,344	16,897.94		132,530	115,632.06
GRAND TOTAL			1,530,826	2,039,174.74		12,246,608	10,754,949.42		18,370,260	7,615,310.58

REPORT SELECTIONS

Fiscal year : 2023
All Funds
All Departments
All Divisions
Suppress accounts with zero balances : N

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	17328	17333.52	100	.00	26000	8666.48 67	
	10	**	SALARIES AND WAGES	2166	2166.69	100	17328	17333.52	100	.00	26000	8666.48 67	
	20		BENEFITS										
	20	02	FICA	166	165.73	100	1328	1325.84	100	.00	2000	674.16 66	
	20	**	BENEFITS	166	165.73	100	1328	1325.84	100	.00	2000	674.16 66	
	30		CONTRACTUAL SERVICES										
	30	14	MISC & PROFESSIONAL SVCS	333	.00	0	2664	.00	0	.00	4000	4000.00 0	
	30	26	IT NETWRK/WEBSITE SUPPORT	770	.00	0	6160	3636.93	59	.00	9250	5613.07 39	
	30	**	CONTRACTUAL SERVICES	1103	.00	0	8824	3636.93	41	.00	13250	9613.07 27	
	50		OTHER CHARGES										
	50	08	TELECOMMUNICATIONS	208	.00	0	1664	.00	0	.00	2500	2500.00 0	
	50	16	PUBLIC OFFICIAL LIAB INSU	75	.00	0	600	675.00	113	.00	900	225.00 75	
	50	26	CONVENTIONS & EDUCATIONS	125	.00	0	1000	.00	0	.00	1500	1500.00 0	
	50	28	DUES & ASSOC MEMBERSHIPS	0	.00	0	0	.00	0	.00	0	.00 0	
	50	32	MISCELLANEOUS	125	50.40	40	1000	5118.43	512	.00	1500	3618.43- 341	
	50	36	PLANNING COMMISSION	0	.00	0	0	.00	0	.00	0	.00 0	
	50	99	FEMA	0	.00	0	0	.00	0	.00	0	.00 0	
	50	**	OTHER CHARGES	533	50.40	10	4264	5793.43	136	.00	6400	606.57 91	
	81		CAPITAL OUTLAY - REPLACE										
	81	04	EDP EQUIP REPLACEMENT	0	.00	0	0	.00	0	.00	0	.00 0	
	81	08	FUNITURE & FIXTURES	0	.00	0	0	.00	0	.00	0	.00 0	
	81	**	CAPITAL OUTLAY - REPLACE	0	.00	0	0	.00	0	.00	0	.00 0	
	82		CAPITAL OUTLAY - NEW										
	82	30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0	.00 0	
	82	**	CAPITAL OUTLAY - NEW	0	.00	0	0	.00	0	.00	0	.00 0	
400	**	**	COUNCIL / PLANNING COMM	3968	2382.82	60	31744	28089.72	89	.00	47650	19560.28 59	
40	**	**	ADMINISTRATION	3968	2382.82	60	31744	28089.72	89	.00	47650	19560.28 59	
DIV	1001		TOTAL ***** COUNCIL	3968	2382.82	60	31744	28089.72	89	.00	47650	19560.28 59	
DEPT	10		TOTAL ***** COUNCIL	3968	2382.82	60	31744	28089.72	89	.00	47650	19560.28 59	

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										
	10	SALARIES AND WAGES										
	10 01	TOWN COUNCIL	0	.00	0	0	.00	0	.00	0	.00	0
	10 02	REGULAR	45487	33232.04	73	363896	266000.78	73	.00	545850	279849.22	49
	10 04	OVERTIME	155	134.48	87	1240	1433.71	116	.00	1860	426.29	77
	10 10	PERSONAL EMPLOYEE VEH	0	461.54	0	0	3740.78	0	.00	0	3740.78-	0
	10 **	SALARIES AND WAGES	45642	33828.06	74	365136	271175.27	74	.00	547710	276534.73	50
	20	BENEFITS										
	20 02	FICA	3491	2354.20	67	27928	18946.46	68	.00	41900	22953.54	45
	20 04	VA RETIREMENT SYSTEM	4849	2818.44	58	38792	22184.46	57	.00	58190	36005.54	38
	20 06	GROUP MEDICAL INSURANCE	4083	4794.44	117	32664	46396.62	142	.00	49000	2603.38	95
	20 08	GROUP LIFE INSURANCE	609	482.44	79	4872	3823.61	79	.00	7310	3486.39	52
	20 10	WORKER'S COMP	4583	513.40	11	36664	39166.87	107	.00	55000	15833.13	71
	20 12	EMPLOYEE EDUCATION ASSIST	416	.00	0	3328	.00	0	5400.00	5000	400.00-	108
	20 14	EMPLOYEE ASSIST PROGRAM	141	.00	0	1128	1544.40	137	.00	1700	155.60	91
	20 16	OTHER EMPLOYEE BENEFITS	2808	.00	0	22464	10502.52	47	.00	33700	23197.48	31
	20 18	VRS HYBRID EMPLOYER CONTR	0	749.46	0	0	6145.20	0	.00	0	6145.20-	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	269.86	0	0	2087.24	0	.00	0	2087.24-	0
	20 **	BENEFITS	20980	11982.24	57	167840	150797.38	90	5400.00	251800	95602.62	62
	30	CONTRACTUAL SERVICES										
	30 02	PROFESSIONAL SVCS - COBRA	150	108.55	72	1200	807.76	67	.00	1800	992.24	45
	30 04	LEGAL SERVICES	2708	2500.00	92	21664	28395.25	131	.00	32500	4104.75	87
	30 06	ADVERTISING	1666	.00	0	13328	13899.97	104	.00	20000	6100.03	70
	30 08	MAINTENANCE SVC CONTRACTS	7916	491.91	6	63328	82782.34	131	.00	95000	12217.66	87
	30 10	INDEPENDENT AUDITOR	1708	.00	0	13664	20500.00	150	.00	20500	.00	100
	30 12	ENGIN & ARCHITECTURAL SVC	416	.00	0	3328	630.00	19	.00	5000	4370.00	13
	30 14	MISC & PROFESSIONAL SVCS	2083	2850.00	137	16664	7090.00	43	.00	25000	17910.00	28
	30 17	RANDOM DRUG SCREENING	116	95.00	82	928	339.84	37	.00	1400	1060.16	24
	30 26	IT NETWRK/WEBSITE SUPPORT	4825	4424.88	92	38600	38205.29	99	.00	57900	19694.71	66
	30 **	CONTRACTUAL SERVICES	21588	10470.34	49	172704	192650.45	112	.00	259100	66449.55	74
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	1250	1396.57	112	10000	8783.09	88	.00	15000	6216.91	59
	50 04	HEATING SERVICES	250	1531.19	613	2000	2500.73	125	.00	3000	499.27	83
	50 06	POSTAL SERVICES	916	.00	0	7328	8227.45	112	.00	11000	2772.55	75
	50 08	TELECOMMUNICATIONS	583	773.91	133	4664	5360.95	115	.00	7000	1639.05	77
	50 10	PROPERTY INSURANCE	791	.00	0	6328	7425.00	117	.00	9500	2075.00	78
	50 12	MOTOR VEHICLE INSURANCE	45	.00	0	360	412.50	115	.00	550	137.50	75
	50 14	SURETY BONDS	76	.00	0	608	918.72	151	.00	920	1.28	100
	50 16	PUBLIC OFFICIAL LIAB INSU	0	.00	0	0	.00	0	.00	0	.00	0
	50 18	GENERAL LIABILITY INSUR	191	.00	0	1528	2475.00	162	.00	2300	175.00-	108
	50 26	CONVENTIONS & EDUCATIONS	333	.00	0	2664	.00	0	.00	4000	4000.00	0
	50 28	DUES & ASSOC MEMBERSHIPS	1025	.00	0	8200	8577.00	105	.00	12310	3733.00	70
	50 30	REFUNDS	41	627.73	1531	328	627.73	191	.00	500	127.73-	126
	50 32	MISCELLANEOUS	1020	1696.86	166	8160	19669.26	241	.00	12250	7419.26-	161
	50 34	MISCELLANEOUS REIMB	16	.00	0	128	500.00	391	.00	200	300.00-	250
	50 36	PLANNING COMMISSION	0	.00	0	0	.00	0	.00	0	.00	0

FUND 010 GENERAL FUND											
DEPT/DIV 1101 GENERAL GOVERNMENT/ADMINISTRATION											
*****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										
401	ADMINISTRATION										
50 98	GRATITUDE PAY	0	.00	0	0	.00	0	.00	0	.00	0
50 99	FEMA	0	.00	0	0	.00	0	.00	0	.00	0
50 **	OTHER CHARGES	6537	6026.26	92	52296	65477.43	125	.00	78530	13052.57	83
52	GRANT EXPENSES										
52 07	MISCELLANEOUS GRANT	0	.00	0	0	.00	0	.00	0	.00	0
52 **	GRANT EXPENSES	0	.00	0	0	.00	0	.00	0	.00	0
60	MATERIALS & SUPPLIES										
60 02	OFFICE SUPPLIES	1666	1350.67	81	13328	16007.41	120	.00	20000	3992.59	80
60 04	REPAIRS & MAINTENANCE	1775	1999.76	113	14200	12874.13	91	.00	21300	8425.87	60
60 06	FUELS & LUBRICANTS	144	51.02	35	1152	291.94	25	.00	1730	1438.06	17
60 12	BOOKS & SUBSCRIPTIONS	8	.00	0	64	66.00	103	.00	100	34.00	66
60 **	MATERIALS & SUPPLIES	3593	3401.45	95	28744	29239.48	102	.00	43130	13890.52	68
81	CAPITAL OUTLAY - REPLACE										
81 02	VEHICLE REPLACEMENT	0	.00	0	0	.00	0	.00	0	.00	0
81 04	EDP EQUIP REPLACEMENT	583	.00	0	4664	7697.49	165	.00	7000	697.49	110
81 06	MACHINERY & EQUIPMENT	0	.00	0	0	.00	0	.00	0	.00	0
81 10	COMMUNICATION EQUIP	0	.00	0	0	.00	0	.00	0	.00	0
81 18	BUILDING	3750	.00	0	30000	44720.00	149	.00	45000	280.00	99
81 30	IMPRVMNTS OTHER THAN BLDG	1250	.00	0	10000	.00	0	.00	15000	15000.00	0
81 **	CAPITAL OUTLAY - REPLACE	5583	.00	0	44664	52417.49	117	.00	67000	14582.51	78
82	CAPITAL OUTLAY - NEW										
82 04	EDP EQUIPMENT	0	.00	0	0	.00	0	.00	0	.00	0
82 16	LAND	0	.00	0	0	.00	0	.00	0	.00	0
82 30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0	.00	0
82 **	CAPITAL OUTLAY - NEW	0	.00	0	0	.00	0	.00	0	.00	0
401 ** **	ADMINISTRATION	103923	65708.35	63	831384	761757.50	92	5400.00	1247270	480112.50	62
40 ** **	ADMINISTRATION	103923	65708.35	63	831384	761757.50	92	5400.00	1247270	480112.50	62
DIV 1101	TOTAL *****										
	ADMINISTRATION	103923	65708.35	63	831384	761757.50	92	5400.00	1247270	480112.50	62
DEPT 11	TOTAL *****										
	GENERAL GOVERNMENT	103923	65708.35	63	831384	761757.50	92	5400.00	1247270	480112.50	62

FUND 010 GENERAL FUND			DEPT/DIV 3101 PUBLIC SAFETY/POLICE DEPARTMENT			SAFETY/POLICE DEPARTMENT						
BA ELE OBJ	ACCOUNT		*****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	63180	66536.56	105	505440	486478.67	96	.00	758170	271691.33	64
10 04		OVERTIME	1802	1501.01	83	14416	17183.67	119	.00	21630	4446.33	79
10 06		DMV GRANT OVERTIME	416	605.78	146	3328	4226.63	127	.00	5000	773.37	85
10 08		PD RESIDENCY STIPEND	1108	925.04	84	8864	7066.97	80	.00	13300	6233.03	53
10 12		TAKE HOME CAR PROGRAM	632	.00	0	5056	.00	0	.00	7580	7580.00	0
10 **		SALARIES AND WAGES	67138	69568.39	104	537104	514955.94	96	.00	805680	290724.06	64
20		BENEFITS										
20 02		FICA	5087	5077.74	100	40696	37575.37	92	.00	61050	23474.63	62
20 04		VA RETIREMENT SYSTEM	6735	6588.66	98	53880	52466.72	97	.00	80820	28353.28	65
20 06		GROUP MEDICAL INSURANCE	7550	8065.20	107	60400	74877.00	124	.00	90610	15733.00	83
20 08		GROUP LIFE INSURANCE	846	828.22	98	6768	6593.06	97	.00	10160	3566.94	65
20 16		OTHER EMPLOYEE BENEFITS	900	.00	0	7200	8100.00	113	.00	10800	2700.00	75
20 18		VRS HYBRID EMPLOYER CONTR	0	.00	0	0	.00	0	.00	0	.00	0
20 20		ICMA HYBRID EMPLOYER CONT	0	.00	0	0	.00	0	.00	0	.00	0
20 **		BENEFITS	21118	20559.82	97	168944	179612.15	106	.00	253440	73827.85	71
30		CONTRACTUAL SERVICES										
30 06		ADVERTISING	125	110.00	88	1000	690.00	69	.00	1500	810.00	46
30 08		MAINTENANCE SVC CONTRACTS	250	232.66	93	2000	1895.73	95	.00	3000	1104.27	63
30 16		PHYSICALS	181	.00	0	1448	750.00	52	.00	2180	1430.00	34
30 18		R & M ELECTRONICS	16	.00	0	128	.00	0	.00	200	200.00	0
30 26		IT NETWRK/WEBSITE SUPPORT	2750	1587.50	58	22000	16186.15	74	.00	33000	16813.85	49
30 28		CC-RADIO AGREEMENT	0	.00	0	0	.00	0	.00	0	.00	0
30 **		CONTRACTUAL SERVICES	3322	1930.16	58	26576	19521.88	74	.00	39880	20358.12	49
50		OTHER CHARGES										
50 04		HEATING SERVICES	0	.00	0	0	.00	0	.00	0	.00	0
50 08		TELECOMMUNICATIONS	1433	763.24	53	11464	6779.47	59	.00	17200	10420.53	39
50 10		PROPERTY INSURANCE	166	.00	0	1328	1875.00	141	.00	2000	125.00	94
50 12		MOTOR VEHICLE INSURANCE	425	.00	0	3400	3825.00	113	.00	5100	1275.00	75
50 18		GENERAL LIABILITY INSUR	375	.00	0	3000	3618.75	121	.00	4500	881.25	80
50 24		SUBSISTANCE & LODGING	675	.00	0	5400	2584.00	48	.00	8100	5516.00	32
50 26		CONVENTIONS & EDUCATIONS	833	725.00	87	6664	2965.90	45	.00	10000	7034.10	30
50 28		DUES & ASSOC MEMBERSHIPS	666	.00	0	5328	7215.00	135	.00	8000	785.00	90
50 29		ACCREDITATION PROGRAM	325	.00	0	2600	454.01	18	45.00	3900	3400.99	13
50 32		MISCELLANEOUS	83	68.47	83	664	363.15	55	.00	1000	636.85	36
50 37		COMMUNITY ENGAGEMENT	125	.00	0	1000	94.76	10	.00	1500	1405.24	6
50 78		STATE FORFEITURE FUND EXP	0	.00	0	0	.00	0	.00	0	.00	0
50 79		FED FORFEITURE FUND EXP	0	.00	0	0	.00	0	.00	0	.00	0
50 81		DMV GRANT EQUIP PURCHASES	0	.00	0	0	.00	0	.00	0	.00	0
50 84		LIVING / MOVING EXPENSES	0	.00	0	0	.00	0	.00	0	.00	0
50 98		GRATITUDE PAY	0	.00	0	0	.00	0	.00	0	.00	0
50 99		FEMA	0	.00	0	0	.00	0	.00	0	.00	0
50 **		OTHER CHARGES	5106	1556.71	31	40848	29775.04	73	45.00	61300	31479.96	49

FUND 010 GENERAL FUND			DEPT/DIV 3101 PUBLIC SAFETY/POLICE DEPARTMENT									
BA ELE OBJ	ACCOUNT		*****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										
	52	GRANT EXPENSES										
	52 02	FEDERAL COPS GRANT	0	.00	0	0	.00	0	.00	0	.00	0
	52 04	BYRNE JUSTICE GRANT	0	.00	0	0	.00	0	.00	0	.00	0
	52 **	GRANT EXPENSES	0	.00	0	0	.00	0	.00	0	.00	0
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	1000	905.90	91	8000	6108.52	76	.00	12000	5891.48	51
	60 04	REPAIRS & MAINTENANCE	145	.00	0	1160	2105.79	182	.00	1750	355.79	120
	60 06	FUELS & LUBRICANTS	2881	3478.90	121	23048	31850.61	138	.00	34580	2729.39	92
	60 08	VEHICLE & EQUIP R&M	1000	788.00	79	8000	9504.10	119	.00	12000	2495.90	79
	60 10	UNIFORMS	1083	793.00	73	8664	6859.26	79	536.75	13000	5603.99	57
	60 13	CRIME REPORTING SOFTWARE	0	.00	0	0	.00	0	.00	0	.00	0
	60 16	DRUG INVESTIGATING	500	.00	0	4000	2454.86	61	.00	6000	3545.14	41
	60 25	SMALL EQUIPMENT	125	.00	0	1000	820.89	82	.00	1500	679.11	55
	60 48	AMMUNITION & BATTERIES	833	.00	0	6664	10148.62	152	.00	10000	148.62	102
	60 **	MATERIALS & SUPPLIES	7567	5965.80	79	60536	69852.65	115	536.75	90830	20440.60	78
	81	CAPITAL OUTLAY - REPLACE										
	81 02	VEHICLE REPLACEMENT	4583	12995.25	284	36664	31792.00	87	3650.45	55000	19557.55	64
	81 04	EDP EQUIP REPLACEMENT	0	.00	0	0	.00	0	.00	0	.00	0
	81 06	MACHINERY & EQUIPMENT	1014	.00	0	8112	.00	0	.00	12170	12170.00	0
	81 10	COMMUNICATION EQUIP	0	.00	0	0	.00	0	.00	0	.00	0
	81 18	BUILDING	0	.00	0	0	.00	0	.00	0	.00	0
	81 30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0	.00	0
	81 **	CAPITAL OUTLAY - REPLACE	5597	12995.25	232	44776	31792.00	71	3650.45	67170	31727.55	53
	82	CAPITAL OUTLAY - NEW										
	82 04	EDP EQUIPMENT	0	.00	0	0	.00	0	.00	0	.00	0
	82 10	COMMUNICATION EQUIP	0	.00	0	0	.00	0	.00	0	.00	0
	82 30	IMPRVMNTS OTHER THAN BLDG	833	.00	0	6664	9359.85	141	.00	10000	640.15	94
	82 **	CAPITAL OUTLAY - NEW	833	.00	0	6664	9359.85	141	.00	10000	640.15	94
501 ** **		POLICE DEPARTMENT	110681	112576.13	102	885448	854869.51	97	4232.20	1328300	469198.29	65
50 ** **		PUBLIC SAFETY	110681	112576.13	102	885448	854869.51	97	4232.20	1328300	469198.29	65
DIV 3101		TOTAL *****										
		POLICE DEPARTMENT	110681	112576.13	102	885448	854869.51	97	4232.20	1328300	469198.29	65
DEPT 31		TOTAL *****										
		PUBLIC SAFETY	110681	112576.13	102	885448	854869.51	97	4232.20	1328300	469198.29	65

FUND 010 GENERAL FUND			DEPT/DIV 4101 PUBLIC WORKS/MAIN OF STREETS & HWYS									
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										
	10	SALARIES AND WAGES										
	10 02	REGULAR	54053	46369.34	86	432424	395945.84	92	.00	648640	252694.16	61
	10 04	OVERTIME	858	199.14	23	6864	12530.95	183	.00	10300	2230.95-	122
	10 **	SALARIES AND WAGES	54911	46568.48	85	439288	408476.79	93	.00	658940	250463.21	62
	20	BENEFITS										
	20 02	FICA	4200	3896.62	93	33600	32424.07	97	.00	50410	17985.93	64
	20 04	VA RETIREMENT SYSTEM	5320	1841.14	35	42560	14729.12	35	.00	63850	49120.88	23
	20 06	GROUP MEDICAL INSURANCE	7404	5200.94	70	59232	48682.09	82	.00	88850	40167.91	55
	20 08	GROUP LIFE INSURANCE	669	734.20	110	5352	5738.91	107	.00	8030	2291.09	72
	20 18	VRS HYBRID EMPLOYER CONTR	0	3181.09	0	0	26000.72	0	.00	0	26000.72-	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	815.85	0	0	4929.12	0	.00	0	4929.12-	0
	20 22	HYBRID DISABILITY PROGRAM	0	.00	0	0	.00	0	.00	0	.00	0
	20 **	BENEFITS	17593	15669.84	89	140744	132504.03	94	.00	211140	78635.97	63
	30	CONTRACTUAL SERVICES										
	30 08	MAINTENANCE SVC CONTRACTS	500	243.03	49	4000	3177.84	79	.00	6000	2822.16	53
	30 12	ENGIN & ARCHITECTURAL SVC	416	.00	0	3328	.00	0	.00	5000	5000.00	0
	30 16	PHYSICALS	58	110.00	190	464	400.00	86	.00	700	300.00	57
	30 18	R & M ELECTRONICS	91	.00	0	728	124.00	17	.00	1100	976.00	11
	30 32	METAL RECYCLE DUMPSTER	0	.00	0	0	.00	0	.00	0	.00	0
	30 34	TIRE DUMPSTER	0	.00	0	0	.00	0	.00	0	.00	0
	30 36	MOWING CONTRACT	1250	400.00	32	10000	12375.00	124	.00	15000	2625.00	83
	30 38	TUB GRINDING BRUSH	2916	.00	0	23328	26400.00	113	.00	35000	8600.00	75
	30 40	RECURRING LEASE AGREEMENT	80	.00	0	640	.00	0	.00	960	960.00	0
	30 **	CONTRACTUAL SERVICES	5311	753.03	14	42488	42476.84	100	.00	63760	21283.16	67
	50	OTHER CHARGES										
	50 08	TELECOMMUNICATIONS	391	178.47	46	3128	4259.16	136	.00	4700	440.84	91
	50 10	PROPERTY INSURANCE	416	.00	0	3328	3825.00	115	.00	5000	1175.00	77
	50 12	MOTOR VEHICLE INSURANCE	950	.00	0	7600	8550.00	113	.00	11400	2850.00	75
	50 24	SUBSISTANCE & LODGING	41	.00	0	328	.00	0	.00	500	500.00	0
	50 26	CONVENTIONS & EDUCATIONS	291	1500.00	516	2328	3089.97	133	.00	3500	410.03	88
	50 32	MISCELLANEOUS	41	.00	0	328	307.05	94	.00	500	192.95	61
	50 38	INVENTORY OVER / SHORT	0	.00	0	0	100.22-	0	.00	0	100.22	0
	50 76	MISS UTILITY	0	.00	0	0	.00	0	.00	0	.00	0
	50 98	GRATITUDE PAY	0	.00	0	0	.00	0	.00	0	.00	0
	50 99	FEMA	0	.00	0	0	.00	0	.00	0	.00	0
	50 **	OTHER CHARGES	2130	1678.47	79	17040	19930.96	117	.00	25600	5669.04	78
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	604	1555.85	258	4832	3371.98	70	.00	7250	3878.02	47
	60 05	FUEL PUMPS	191	.00	0	1528	333.66	22	.00	2300	1966.34	15
	60 06	FUELS & LUBRICANTS	3990	2691.58	68	31920	49186.47	154	.00	47880	1306.47-	103
	60 08	VEHICLE / EQUIP R&M	3333	2169.09	65	26664	20852.16	78	.00	40000	19147.84	52
	60 10	UNIFORMS	1000	1072.75	107	8000	10318.84	129	.00	12000	1681.16	86
	60 11	SAFETY EQUIP & PROGRAMS	250	428.43	171	2000	3247.17	162	.00	3000	247.17-	108
	60 20	STREET LT OPER SUPPLIES	2583	2462.87	95	20664	18019.29	87	.00	31000	12980.71	58

FUND 010 GENERAL FUND											
DEPT/DIV 4101 PUBLIC WORKS/MAIN OF STREETS & HWYS											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

60											
601	OPERATIONS & MAINTENANCE										
60 22	HIGHWAY, STRT & SIDEWALKS	1666	2700.23	162	13328	17084.71	128	.00	20000	2915.29	85
60 23	EQUIPMENT RENTAL	376	.00	0	3008	1353.52	45	.00	4520	3166.48	30
60 28	STORM DRAINAGE	250	.00	0	2000	1052.50	53	.00	3000	1947.50	35
60 30	ENGINEERING R & M	83	.00	0	664	.00	0	.00	1000	1000.00	0
60 34	TRAIN STATION SUPPLIES	291	179.00	62	2328	1972.59	85	.00	3500	1527.41	56
60 36	PAVEMENT	4166	.00	0	33328	.00	0	.00	50000	50000.00	0
60 40	TRAFFIC CONTROL DEVICE	250	.00	0	2000	2509.19	126	.02-	3000	490.83	84
60 44	SNOW & ICE REMOVAL	166	.00	0	1328	.00	0	.00	2000	2000.00	0
60 52	DECORATIVE STREET LIGHTS	533	.00	0	4264	3987.61	94	.00	6400	2412.39	62
60 **	MATERIALS & SUPPLIES	19732	13259.80	67	157856	133289.69	84	.02-	236850	103560.33	56
81	CAPITAL OUTLAY - REPLACE										
81 02	VEHICLE REPLACEMENT	1406	.00	0	11248	33998.49	302	1.50	16880	17119.99-	201
81 06	MACHINERY & EQUIPMENT	1083	.00	0	8664	107878.93	1245	.00	13000	94878.93-	830
81 18	BUILDING	0	.00	0	0	.00	0	.00	0	.00	0
81 30	IMPRVMNTS OTHER THAN BLDG	2083	.00	0	16664	26712.50	160	750.00	25000	2462.50-	110
81 36	STORM WATER IMPROVEMENTS	0	.00	0	0	.00	0	.00	0	.00	0
81 **	CAPITAL OUTLAY - REPLACE	4572	.00	0	36576	168589.92	461	751.50	54880	114461.42-	309
82	CAPITAL OUTLAY - NEW										
82 06	MACHINERY & EQUIPMENT	3416	.00	0	27328	29441.96	108	.87	41000	11557.17	72
82 **	CAPITAL OUTLAY - NEW	3416	.00	0	27328	29441.96	108	.87	41000	11557.17	72
90	DEBT SERVICE										
90 02	PRINCIPAL	1416	.00	0	11328	17000.00	150	.00	17000	.00	100
90 04	INTEREST	429	.00	0	3432	5104.35	149	.00	5150	45.65	99
90 **	DEBT SERVICE	1845	.00	0	14760	22104.35	150	.00	22150	45.65	100
601 ** **	OPERATIONS & MAINTENANCE	109510	77929.62	71	876080	956814.54	109	752.35	1314320	356753.11	73
604	COMMUNITY IMPROVEMENT										
82	CAPITAL OUTLAY - NEW										
82 30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0	.00	0
82 **	CAPITAL OUTLAY - NEW	0	.00	0	0	.00	0	.00	0	.00	0
604 ** **	COMMUNITY IMPROVEMENT	0	.00	0	0	.00	0	.00	0	.00	0
605	TRAIN STATION										
81	CAPITAL OUTLAY - REPLACE										
81 30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0	.00	0
81 **	CAPITAL OUTLAY - REPLACE	0	.00	0	0	.00	0	.00	0	.00	0
605 ** **	TRAIN STATION	0	.00	0	0	.00	0	.00	0	.00	0
606											

FUND 010 GENERAL FUND											
DEPT/DIV 4101 PUBLIC WORKS/MAIN OF STREETS & HWYS											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

60											
606											
81	CAPITAL OUTLAY - REPLACE										
81 36	STORM WATER IMPROVEMENTS	0	.00	0	0	.00	0	.00	0	.00	0
81 **	CAPITAL OUTLAY - REPLACE	0	.00	0	0	.00	0	.00	0	.00	0
82	CAPITAL OUTLAY - NEW										
82 30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0	.00	0
82 **	CAPITAL OUTLAY - NEW	0	.00	0	0	.00	0	.00	0	.00	0
606 ** **		0	.00	0	0	.00	0	.00	0	.00	0
608	CAPITAL OUTLAY										
81	CAPITAL OUTLAY - REPLACE										
81 30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0	.00	0
81 **	CAPITAL OUTLAY - REPLACE	0	.00	0	0	.00	0	.00	0	.00	0
82	CAPITAL OUTLAY - NEW										
82 30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0	.00	0
82 **	CAPITAL OUTLAY - NEW	0	.00	0	0	.00	0	.00	0	.00	0
608 ** **	CAPITAL OUTLAY	0	.00	0	0	.00	0	.00	0	.00	0
60 ** **		109510	77929.62	71	876080	956814.54	109	752.35	1314320	356753.11	73
80	NON DEPARTMENT										
803	VDOT T-21 GRANT										
81	CAPITAL OUTLAY - REPLACE										
81 30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0	.00	0
81 **	CAPITAL OUTLAY - REPLACE	0	.00	0	0	.00	0	.00	0	.00	0
803 ** **	VDOT T-21 GRANT	0	.00	0	0	.00	0	.00	0	.00	0
80 ** **	NON DEPARTMENT	0	.00	0	0	.00	0	.00	0	.00	0
DIV 4101	TOTAL *****										
	MAIN OF STREETS & HWYS	109510	77929.62	71	876080	956814.54	109	752.35	1314320	356753.11	73

FUND 010 GENERAL FUND			DEPT/DIV 4102 PUBLIC WORKS/SANITATION & WASTE REM									
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										
	60	MATERIALS & SUPPLIES										
	60 06	FUELS & LUBRICANTS	1666	333.04	20	13328	14807.89	111	.00	20000	5192.11	74
	60 08	VEHICLE / EQUIP R&M	2500	625.61	25	20000	7643.34	38	.00	30000	22356.66	26
	60 18	SUPPLIES	0	.00	0	0	840.25	0	.00	0	840.25-	0
	60 26	LITTER EXPENSES	166	.00	0	1328	142.25	11	.00	2000	1857.75	7
	60 **	MATERIALS & SUPPLIES	4332	958.65	22	34656	23433.73	68	.00	52000	28566.27	45
	81	CAPITAL OUTLAY - REPLACE										
	81 02	VEHICLE REPLACEMENT	0	.00	0	0	.00	0	.00	0	.00	0
	81 06	MACHINERY & EQUIPMENT	416	1308.25	315	3328	4829.50	145	.00	5000	170.50	97
	81 **	CAPITAL OUTLAY - REPLACE	416	1308.25	315	3328	4829.50	145	.00	5000	170.50	97
601	** **	OPERATIONS & MAINTENANCE	4748	2266.90	48	37984	28263.23	74	.00	57000	28736.77	50
60	** **		4748	2266.90	48	37984	28263.23	74	.00	57000	28736.77	50
DIV	4102	TOTAL *****										
		SANITATION & WASTE REM	4748	2266.90	48	37984	28263.23	74	.00	57000	28736.77	50

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	750	.00	0	6000	6727.05	112	.00	9000	2272.95	75
	30	**	CONTRACTUAL SERVICES	750	.00	0	6000	6727.05	112	.00	9000	2272.95	75
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	666	834.36	125	5328	5438.65	102	.00	8000	2561.35	68
	50	04	HEATING SERVICES	166	142.44	86	1328	368.21	28	.00	2000	1631.79	18
	50	**	OTHER CHARGES	832	976.80	117	6656	5806.86	87	.00	10000	4193.14	58
	60		MATERIALS & SUPPLIES										
	60	18	SUPPLIES	625	3725.23	596	5000	6846.20	137	.00	7500	653.80	91
	60	24	SMALL TOOLS	333	11.99	4	2664	3542.82	133	.00	4000	457.18	89
	60	**	MATERIALS & SUPPLIES	958	3737.22	390	7664	10389.02	136	.00	11500	1110.98	90
601	**	**	OPERATIONS & MAINTENANCE	2540	4714.02	186	20320	22922.93	113	.00	30500	7577.07	75
604			COMMUNITY IMPROVEMENT										
	81		CAPITAL OUTLAY - REPLACE										
	81	30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0	.00	0
	81	**	CAPITAL OUTLAY - REPLACE	0	.00	0	0	.00	0	.00	0	.00	0
	82		CAPITAL OUTLAY - NEW										
	82	30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0	.00	0
	82	**	CAPITAL OUTLAY - NEW	0	.00	0	0	.00	0	.00	0	.00	0
604	**	**	COMMUNITY IMPROVEMENT	0	.00	0	0	.00	0	.00	0	.00	0
608			CAPITAL OUTLAY										
	81		CAPITAL OUTLAY - REPLACE										
	81	18	BUILDING	0	.00	0	0	.00	0	.00	0	.00	0
	81	**	CAPITAL OUTLAY - REPLACE	0	.00	0	0	.00	0	.00	0	.00	0
608	**	**	CAPITAL OUTLAY	0	.00	0	0	.00	0	.00	0	.00	0
60	**	**		2540	4714.02	186	20320	22922.93	113	.00	30500	7577.07	75
DIV	4103		TOTAL *****										
			MAIN OF BLDGS & GROUNDS	2540	4714.02	186	20320	22922.93	113	.00	30500	7577.07	75

FUND 010 GENERAL FUND											
DEPT/DIV 4104 PUBLIC WORKS/PARKS & RECREATION											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

60											
602	PARKS, RECREAT & CULTURAL										
30	CONTRACTUAL SERVICES										
30 42	TREE REMOVAL & PRUNING	416	.00	0	3328	5200.00	156	.00	5000	200.00-	104
30 **	CONTRACTUAL SERVICES	416	.00	0	3328	5200.00	156	.00	5000	200.00-	104
50	OTHER CHARGES										
50 02	ELECTRICAL SERVICES	1416	2420.45	171	11328	9948.47	88	.00	17000	7051.53	59
50 04	HEATING SERVICES	66	98.81	150	528	449.30	85	.00	800	350.70	56
50 08	TELECOMMUNICATIONS	116	80.16	69	928	686.12	74	.00	1400	713.88	49
50 27	COMMUNITY GIFT PROGRAM	0	.00	0	0	.00	0	.00	0	.00	0
50 34	MISCELLANEOUS REIMB	41	.00	0	328	87.50	27	.00	500	412.50	18
50 95	DEPT OF FORESTRY GRANT	0	.00	0	0	.00	0	.00	0	.00	0
50 **	OTHER CHARGES	1639	2599.42	159	13112	11171.39	85	.00	19700	8528.61	57
60	MATERIALS & SUPPLIES										
60 18	SUPPLIES	2500	3053.58	122	20000	13998.62	70	.00	30000	16001.38	47
60 52	DECORATIVE STREET LIGHTS	0	.00	0	0	.00	0	.00	0	.00	0
60 53	MULCH & LANDSCAPING STONE	666	1986.50	298	5328	1986.50	37	.00	8000	6013.50	25
60 54	PLAYGROUND EQUIPMENT	125	.00	0	1000	.00	0	.00	1500	1500.00	0
60 55	SPLASH PAD	458	.00	0	3664	595.63	16	.00	5500	4904.37	11
60 56	WAR MEMORIAL BALLFIELD	416	.00	0	3328	.00	0	.00	5000	5000.00	0
60 57	CANOE LAUNCH	125	90.00	72	1000	720.00	72	.00	1500	780.00	48
60 58	SPECIAL EVENTS	125	.00	0	1000	1196.07	120	.00	1500	303.93	80
60 **	MATERIALS & SUPPLIES	4415	5130.08	116	35320	18496.82	52	.00	53000	34503.18	35
81	CAPITAL OUTLAY - REPLACE										
81 02	VEHICLE REPLACEMENT	0	.00	0	0	.00	0	.00	0	.00	0
81 08	FUNITURE & FIXTURES	0	.00	0	0	.00	0	.00	0	.00	0
81 18	BUILDING	3150	13611.00	432	25200	29739.00	118	.00	37800	8061.00	79
81 24	STREETS	0	.00	0	0	.00	0	.00	0	.00	0
81 26	PARKS	0	.00	0	0	63937.23	0	.00	0	63937.23-	0
81 30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0	.00	0
81 **	CAPITAL OUTLAY - REPLACE	3150	13611.00	432	25200	93676.23	372	.00	37800	55876.23-	248
82	CAPITAL OUTLAY - NEW										
82 04	EDP EQUIPMENT	0	.00	0	0	13676.33	0	4558.77	0	18235.10-	0
82 10	COMMUNICATION EQUIP	0	.00	0	0	.00	0	.00	0	.00	0
82 16	LAND	0	.00	0	0	.00	0	.00	0	.00	0
82 18	BUILDING	1625	.00	0	13000	.00	0	.00	19500	19500.00	0
82 26	PARKS	0	.00	0	0	22000.00	0	.00	0	22000.00-	0
82 **	CAPITAL OUTLAY - NEW	1625	.00	0	13000	35676.33	274	4558.77	19500	20735.10-	206
602 ** **	PARKS, RECREAT & CULTURAL	11245	21340.50	190	89960	164220.77	183	4558.77	135000	33779.54-	125
60 ** **		11245	21340.50	190	89960	164220.77	183	4558.77	135000	33779.54-	125
DIV 4104	TOTAL ***** PARKS & RECREATION	11245	21340.50	190	89960	164220.77	183	4558.77	135000	33779.54-	125

FUND 010 GENERAL FUND			DEPT/DIV 4105 PUBLIC WORKS/AVOCA										
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB		SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

60													
609			AVOCA										
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	0	.00	0	0	.00	0	.00	0	.00	0
	60	**	MATERIALS & SUPPLIES	0	.00	0	0	.00	0	.00	0	.00	0
	81		CAPITAL OUTLAY - REPLACE										
	81	30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0	.00	0
	81	**	CAPITAL OUTLAY - REPLACE	0	.00	0	0	.00	0	.00	0	.00	0
609	**	**	AVOCA	0	.00	0	0	.00	0	.00	0	.00	0
60	**	**		0	.00	0	0	.00	0	.00	0	.00	0
DIV	4105	TOTAL	*****										
		AVOCA		0	.00	0	0	.00	0	.00	0	.00	0

FUND 010 GENERAL FUND				DEPT/DIV 4106 PUBLIC WORKS/CULTURAL									
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										
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	50	40.52	81	400	131.33	33	.00	600	468.67	22
	50	**	OTHER CHARGES	50	40.52	81	400	131.33	33	.00	600	468.67	22
602	**	**	PARKS, RECREAT & CULTURAL	50	40.52	81	400	131.33	33	.00	600	468.67	22
60	**	**		50	40.52	81	400	131.33	33	.00	600	468.67	22
DIV	4106		TOTAL *****										
			CULTURAL	50	40.52	81	400	131.33	33	.00	600	468.67	22

FUND 010 GENERAL FUND											
DEPT/DIV 4108 PUBLIC WORKS/LIBRARY											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT								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	1125	1076.00	96	9000	7532.00	84	.00	13500	5968.00	56
30 **	CONTRACTUAL SERVICES	1125	1076.00	96	9000	7532.00	84	.00	13500	5968.00	56
60	MATERIALS & SUPPLIES										
60 04	REPAIRS & MAINTENANCE	1250	1387.35	111	10000	14243.90	142	.00	15000	756.10	95
60 **	MATERIALS & SUPPLIES	1250	1387.35	111	10000	14243.90	142	.00	15000	756.10	95
81	CAPITAL OUTLAY - REPLACE										
81 30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0	.00	0
81 **	CAPITAL OUTLAY - REPLACE	0	.00	0	0	.00	0	.00	0	.00	0
601 ** **	OPERATIONS & MAINTENANCE	2375	2463.35	104	19000	21775.90	115	.00	28500	6724.10	76
60 ** **		2375	2463.35	104	19000	21775.90	115	.00	28500	6724.10	76
DIV 4108	TOTAL ***** LIBRARY	2375	2463.35	104	19000	21775.90	115	.00	28500	6724.10	76

FUND 010 GENERAL FUND			DEPT/DIV 4109 PUBLIC WORKS/ALTAVISTA EMS										
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										
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	0	.00	0	0	.00	0	.00	0	.00	0
	50	04	HEATING SERVICES	0	.00	0	0	.00	0	.00	0	.00	0
	50	**	OTHER CHARGES	0	.00	0	0	.00	0	.00	0	.00	0
60			MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	0	.00	0	0	.00	0	.00	0	.00	0
	60	**	MATERIALS & SUPPLIES	0	.00	0	0	.00	0	.00	0	.00	0
601	**	**	OPERATIONS & MAINTENANCE	0	.00	0	0	.00	0	.00	0	.00	0
60	**	**		0	.00	0	0	.00	0	.00	0	.00	0
DIV	4109	TOTAL	*****										
		ALTAVISTA EMS		0	.00	0	0	.00	0	.00	0	.00	0
DEPT	41	TOTAL	*****										
		PUBLIC WORKS		130468	108754.91	83	1043744	1194128.70	114	5311.12	1565920	366480.18	77

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	8350	7556.69	91	66800	66523.90	100	.00	100200	33676.10		66	
	10	04	OVERTIME	0	3.81	0	0	25.56	0	.00	0	25.56-		0	
	10	**	SALARIES AND WAGES	8350	7560.50	91	66800	66549.46	100	.00	100200	33650.54		66	
	20		BENEFITS												
	20	02	FICA	639	542.74	85	5112	4829.10	95	.00	7670	2840.90		63	
	20	04	VA RETIREMENT SYSTEM	504	486.58	97	4032	4255.70	106	.00	6050	1794.30		70	
	20	06	GROUP MEDICAL INSURANCE	617	608.50	99	4936	5165.90	105	.00	7410	2244.10		70	
	20	08	GROUP LIFE INSURANCE	63	63.34	101	504	542.63	108	.00	760	217.37		71	
	20	10	WORKER'S COMP	141	.00	0	1128	1275.00	113	.00	1700	425.00		75	
	20	18	VRS HYBRID EMPLOYER CONTR	0	11.60	0	0	40.60	0	.00	0	40.60-		0	
	20	20	ICMA HYBRID EMPLOYER CONT	0	5.68	0	0	19.88	0	.00	0	19.88-		0	
	20	**	BENEFITS	1964	1718.44	88	15712	16128.81	103	.00	23590	7461.19		68	
	30		CONTRACTUAL SERVICES												
	30	06	ADVERTISING	83	.00	0	664	.00	0	.00	1000	1000.00		0	
	30	08	MAINTENANCE SVC CONTRACTS	41	.00	0	328	.00	0	.00	500	500.00		0	
	30	14	MISC & PROFESSIONAL SVCS	25	.00	0	200	.00	0	.00	300	300.00		0	
	30	16	PHYSICALS	23	45.00	196	184	304.88	166	.00	280	24.88-		109	
	30	**	CONTRACTUAL SERVICES	172	45.00	26	1376	304.88	22	.00	2080	1775.12		15	
	50		OTHER CHARGES												
	50	08	TELECOMMUNICATIONS	83	.00	0	664	.00	0	.00	1000	1000.00		0	
	50	12	MOTOR VEHICLE INSURANCE	141	.00	0	1128	1275.00	113	.00	1700	425.00		75	
	50	24	SUBSISTANCE & LODGING	25	.00	0	200	124.98	63	.00	300	175.02		42	
	50	26	CONVENTIONS & EDUCATIONS	62	.00	0	496	.00	0	.00	750	750.00		0	
	50	28	DUES & ASSOC MEMBERSHIPS	12	.00	0	96	.00	0	.00	150	150.00		0	
	50	33	MISCELLANEOUS / INDIRECT	0	.00	0	0	.00	0	.00	0	.00		0	
	50	35	MISC / OTHER FIXED COSTS	0	.00	0	0	.00	0	.00	0	.00		0	
	50	98	GRATITUDE PAY	0	.00	0	0	.00	0	.00	0	.00		0	
	50	**	OTHER CHARGES	323	.00	0	2584	1399.98	54	.00	3900	2500.02		36	
	60		MATERIALS & SUPPLIES												
	60	02	OFFICE SUPPLIES	29	.00	0	232	.00	0	.00	350	350.00		0	
	60	06	FUELS & LUBRICANTS	2105	1562.31	74	16840	16598.37	99	.00	25270	8671.63		66	
	60	08	VEHICLE & EQUIP R&M	291	46.87	16	2328	4720.80	203	.00	3500	1220.80-		135	
	60	14	OTHER OPERATING SUPPLIES	41	.00	0	328	.00	0	.00	500	500.00		0	
	60	18	SUPPLIES	25	.00	0	200	.00	0	.00	300	300.00		0	
	60	**	MATERIALS & SUPPLIES	2491	1609.18	65	19928	21319.17	107	.00	29920	8600.83		71	
	81		CAPITAL OUTLAY - REPLACE												
	81	02	VEHICLE REPLACEMENT	6845	.00	0	54760	.00	0	.00	82150	82150.00		0	
	81	04	EDP EQUIP REPLACEMENT	0	.00	0	0	.00	0	.00	0	.00		0	
	81	**	CAPITAL OUTLAY - REPLACE	6845	.00	0	54760	.00	0	.00	82150	82150.00		0	

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										
	82		CAPITAL OUTLAY - NEW										
	82	02	VEHICLE	0	81602.00	0	0	81602.00	0	.00	0	81602.00-	0
	82	04	EDP EQUIPMENT	0	3620.52	0	0	3620.52	0	.00	0	3620.52-	0
	82	06	MACHINERY & EQUIPMENT	0	.00	0	0	.00	0	.00	0	.00	0
	82	30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0	.00	0
	82	**	CAPITAL OUTLAY - NEW	0	85222.52	0	0	85222.52	0	.00	0	85222.52-	0
403	**	**	PUBLIC TRANSPORTATION	20145	96155.64	477	161160	190924.82	119	.00	241840	50915.18	79
40	**	**	ADMINISTRATION	20145	96155.64	477	161160	190924.82	119	.00	241840	50915.18	79
DIV	6101		TOTAL *****										
			OPERATIONS	20145	96155.64	477	161160	190924.82	119	.00	241840	50915.18	79
DEPT	61		TOTAL *****										
			PUBLIC TRANSPORTATION	20145	96155.64	477	161160	190924.82	119	.00	241840	50915.18	79

FUND 010 GENERAL FUND			DEPT/DIV 7101 ECONOMIC DEVELOPMENT/ECONOMIC DEVELOPMENT											
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											
405			ECONOMIC DEVELOPMENT											
	10		SALARIES AND WAGES											
	10	02	REGULAR	0	.00	0	0	.00	0	.00	0	.00	0	
	10	04	OVERTIME	0	.00	0	0	.00	0	.00	0	.00	0	
	10	**	SALARIES AND WAGES	0	.00	0	0	.00	0	.00	0	.00	0	
	20		BENEFITS											
	20	02	FICA	0	.00	0	0	.00	0	.00	0	.00	0	
	20	04	VA RETIREMENT SYSTEM	0	.00	0	0	.00	0	.00	0	.00	0	
	20	06	GROUP MEDICAL INSURANCE	0	.00	0	0	.00	0	.00	0	.00	0	
	20	08	GROUP LIFE INSURANCE	0	.00	0	0	.00	0	.00	0	.00	0	
	20	18	VRS HYBRID EMPLOYER CONTR	0	.00	0	0	.00	0	.00	0	.00	0	
	20	20	ICMA HYBRID EMPLOYER CONT	0	.00	0	0	.00	0	.00	0	.00	0	
	20	**	BENEFITS	0	.00	0	0	.00	0	.00	0	.00	0	
	30		CONTRACTUAL SERVICES											
	30	06	ADVERTISING	2083	3457.20	166	16664	3457.20	21	.00	25000	21542.80	14	
	30	14	MISC & PROFESSIONAL SVCS	416	.00	0	3328	.00	0	.00	5000	5000.00	0	
	30	**	CONTRACTUAL SERVICES	2499	3457.20	138	19992	3457.20	17	.00	30000	26542.80	12	
	50		OTHER CHARGES											
	50	06	POSTAL SERVICES	41	.00	0	328	.00	0	.00	500	500.00	0	
	50	08	TELECOMMUNICATIONS	75	.00	0	600	.00	0	.00	900	900.00	0	
	50	24	SUBSISTANCE & LODGING	128	.00	0	1024	.00	0	.00	1540	1540.00	0	
	50	26	CONVENTIONS & EDUCATIONS	105	.00	0	840	.00	0	.00	1260	1260.00	0	
	50	28	DUES & ASSOC MEMBERSHIPS	116	.00	0	928	.00	0	.00	1400	1400.00	0	
	50	32	MISCELLANEOUS	125	.00	0	1000	.00	0	.00	1500	1500.00	0	
	50	61	CONTRIBUTION	0	.00	0	0	.00	0	.00	0	.00	0	
	50	63	ECONOMIC INCENTIVES	3512	.00	0	28096	.00	0	.00	42150	42150.00	0	
	50	93	GRANT PROGRAM FUNDING	8333	.00	0	66664	7000.00	11	.00	100000	93000.00	7	
	50	98	GRATITUDE PAY	0	.00	0	0	.00	0	.00	0	.00	0	
	50	**	OTHER CHARGES	12435	.00	0	99480	7000.00	7	.00	149250	142250.00	5	
	60		MATERIALS & SUPPLIES											
	60	02	OFFICE SUPPLIES	125	.00	0	1000	.00	0	.00	1500	1500.00	0	
	60	06	FUELS & LUBRICANTS	0	.00	0	0	.00	0	.00	0	.00	0	
	60	08	VEHICLE & EQUIP R&M	0	.00	0	0	.00	0	.00	0	.00	0	
	60	12	BOOKS & SUBSCRIPTIONS	125	.00	0	1000	.00	0	.00	1500	1500.00	0	
	60	**	MATERIALS & SUPPLIES	250	.00	0	2000	.00	0	.00	3000	3000.00	0	
	81		CAPITAL OUTLAY - REPLACE											
	81	18	BUILDING	0	.00	0	0	2423.84	0	.00	0	2423.84-	0	
	81	**	CAPITAL OUTLAY - REPLACE	0	.00	0	0	2423.84	0	.00	0	2423.84-	0	
	82		CAPITAL OUTLAY - NEW											
	82	02	VEHICLE	0	.00	0	0	.00	0	.00	0	.00	0	
	82	16	LAND	0	.00	0	0	1000.00	0	.00	0	1000.00-	0	
	82	18	BUILDING	48545	.00	0	388360	36293.73	9	.00	582540	546246.27	6	
	82	**	CAPITAL OUTLAY - NEW	48545	.00	0	388360	37293.73	10	.00	582540	545246.27	6	

FUND 010 GENERAL FUND			DEPT/DIV 7101 ECONOMIC DEVELOPMENT/ECONOMIC DEVELOPMENT										
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB			DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

40			ADMINISTRATION										
405			ECONOMIC DEVELOPMENT										
405	**	**	ECONOMIC DEVELOPMENT	63729	3457.20	5	509832	50174.77	10	.00	764790	714615.23	7
406			MAIN STREET COORDINATOR										
	50		OTHER CHARGES										
	50	08	TELECOMMUNICATIONS	0	.00	0	0	.00	0	.00	0	.00	0
	50	**	OTHER CHARGES	0	.00	0	0	.00	0	.00	0	.00	0
	60		MATERIALS & SUPPLIES										
	60	02	OFFICE SUPPLIES	0	.00	0	0	.00	0	.00	0	.00	0
	60	**	MATERIALS & SUPPLIES	0	.00	0	0	.00	0	.00	0	.00	0
406	**	**	MAIN STREET COORDINATOR	0	.00	0	0	.00	0	.00	0	.00	0
409			COMMUNITY DEVELOPMENT										
	50		OTHER CHARGES										
	50	93	GRANT PROGRAM FUNDING	0	2865.00	0	0	106785.34	0	87607.71	0	194393.05-	0
	50	**	OTHER CHARGES	0	2865.00	0	0	106785.34	0	87607.71	0	194393.05-	0
409	**	**	COMMUNITY DEVELOPMENT	0	2865.00	0	0	106785.34	0	87607.71	0	194393.05-	0
40	**	**	ADMINISTRATION	63729	6322.20	10	509832	156960.11	31	87607.71	764790	520222.18	32
DIV	7101		TOTAL *****										
			ECONOMIC DEVELOPMENT	63729	6322.20	10	509832	156960.11	31	87607.71	764790	520222.18	32
DEPT	71		TOTAL *****										
			ECONOMIC DEVELOPMENT	63729	6322.20	10	509832	156960.11	31	87607.71	764790	520222.18	32

FUND 010 GENERAL FUND			DEPT/DIV 7201 COMMUNITY DEVELOPMENT/COMMUNITY DEVELOPMENT											
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											
408			COMMUNITY DEVELOPMENT											
	10		SALARIES AND WAGES											
	10	02	REGULAR	13584	5987.20	44	108672	89908.26	83	.00	163010	73101.74	55	
	10	04	OVERTIME	25	.00	0	200	.00	0	.00	310	310.00	0	
	10	**	SALARIES AND WAGES	13609	5987.20	44	108872	89908.26	83	.00	163320	73411.74	55	
	20		BENEFITS											
	20	02	FICA	1040	447.74	43	8320	3637.66	44	.00	12490	8852.34	29	
	20	04	VA RETIREMENT SYSTEM	1448	.00	0	11584	.00	0	.00	17380	17380.00	0	
	20	06	GROUP MEDICAL INSURANCE	2440	514.40	21	19520	4757.20	24	.00	29280	24522.80	16	
	20	08	GROUP LIFE INSURANCE	182	86.92	48	1456	695.36	48	.00	2190	1494.64	32	
	20	18	VRS HYBRID EMPLOYER CONTR	0	594.14	0	0	4947.64	0	.00	0	4947.64-	0	
	20	20	ICMA HYBRID EMPLOYER CONT	0	97.30	0	0	583.76	0	.00	0	583.76-	0	
	20	22	HYBRID DISABILITY PROGRAM	0	.00	0	0	.00	0	.00	0	.00	0	
	20	**	BENEFITS	5110	1740.50	34	40880	14621.62	36	.00	61340	46718.38	24	
	30		CONTRACTUAL SERVICES											
	30	06	ADVERTISING	416	741.18	178	3328	5013.40	151	.00	5000	13.40-	100	
	30	14	MISC & PROFESSIONAL SVCS	1250	725.00	58	10000	7525.00	75	.00	15000	7475.00	50	
	30	36	MOWING CONTRACT	41	.00	0	328	.00	0	.00	500	500.00	0	
	30	**	CONTRACTUAL SERVICES	1707	1466.18	86	13656	12538.40	92	.00	20500	7961.60	61	
	50		OTHER CHARGES											
	50	06	POSTAL SERVICES	83	.00	0	664	.00	0	.00	1000	1000.00	0	
	50	08	TELECOMMUNICATIONS	154	.00	0	1232	77.68	6	.00	1850	1772.32	4	
	50	24	SUBSISTANCE & LODGING	125	.00	0	1000	495.90	50	.00	1500	1004.10	33	
	50	26	CONVENTIONS & EDUCATIONS	208	.00	0	1664	.00	0	.00	2500	2500.00	0	
	50	28	DUES & ASSOC MEMBERSHIPS	62	.00	0	496	820.00	165	.00	750	70.00-	109	
	50	32	MISCELLANEOUS	833	.00	0	6664	241.01	4	.00	10000	9758.99	2	
	50	98	GRATITUDE PAY	0	.00	0	0	.00	0	.00	0	.00	0	
	50	99	FEMA	0	.00	0	0	.00	0	.00	0	.00	0	
	50	**	OTHER CHARGES	1465	.00	0	11720	1634.59	14	.00	17600	15965.41	9	
	60		MATERIALS & SUPPLIES											
	60	02	OFFICE SUPPLIES	208	55.54	27	1664	276.75	17	.00	2500	2223.25	11	
	60	06	FUELS & LUBRICANTS	144	.00	0	1152	.00	0	.00	1730	1730.00	0	
	60	12	BOOKS & SUBSCRIPTIONS	41	16.00	39	328	51.57	16	.00	500	448.43	10	
	60	**	MATERIALS & SUPPLIES	393	71.54	18	3144	328.32	10	.00	4730	4401.68	7	
	82		CAPITAL OUTLAY - NEW											
	82	02	VEHICLE	0	.00	0	0	.00	0	.00	0	.00	0	
	82	04	EDP EQUIPMENT	0	.00	0	0	.00	0	.00	0	.00	0	
	82	18	BUILDING	0	.00	0	0	7517.91	0	.00	0	7517.91-	0	
	82	**	CAPITAL OUTLAY - NEW	0	.00	0	0	7517.91	0	.00	0	7517.91-	0	
408	**	**	COMMUNITY DEVELOPMENT	22284	9265.42	42	178272	126549.10	71	.00	267490	140940.90	47	
40	**	**	ADMINISTRATION	22284	9265.42	42	178272	126549.10	71	.00	267490	140940.90	47	

FUND 010 GENERAL FUND			DEPT/DIV 7201 COMMUNITY DEVELOPMENT/COMMUNITY DEVELOPMENT									
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										
408		COMMUNITY DEVELOPMENT										
DIV	7201	TOTAL *****										
		COMMUNITY DEVELOPMENT	22284	9265.42	42	178272	126549.10	71	.00	267490	140940.90	47

FUND 010 GENERAL FUND				DEPT/DIV 7202 COMMUNITY DEVELOPMENT/MAIN STREET PROGRAM								
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										
406		MAIN STREET COORDINATOR										
	50	OTHER CHARGES										
	50 08	TELECOMMUNICATIONS	37	33.58	91	296	235.06	79	.00	450	214.94	52
	50 **	OTHER CHARGES	37	33.58	91	296	235.06	79	.00	450	214.94	52
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	125	.00	0	1000	278.46	28	.00	1500	1221.54	19
	60 **	MATERIALS & SUPPLIES	125	.00	0	1000	278.46	28	.00	1500	1221.54	19
406	** **	MAIN STREET COORDINATOR	162	33.58	21	1296	513.52	40	.00	1950	1436.48	26
40	** **	ADMINISTRATION	162	33.58	21	1296	513.52	40	.00	1950	1436.48	26
DIV	7202	TOTAL *****										
		MAIN STREET PROGRAM	162	33.58	21	1296	513.52	40	.00	1950	1436.48	26

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

40		ADMINISTRATION										
400		COUNCIL / PLANNING COMM										
	50	OTHER CHARGES										
	50 24	SUBSISTANCE & LODGING	50	.00	0	400	259.62	65	.00	600	340.38	43
	50 26	CONVENTIONS & EDUCATIONS	83	550.00	663	664	1100.00	166	.00	1000	100.00-	110
	50 36	PLANNING COMMISSION	375	325.00	87	3000	2275.00	76	.00	4500	2225.00	51
	50 **	OTHER CHARGES	508	875.00	172	4064	3634.62	89	.00	6100	2465.38	60
400	** **	COUNCIL / PLANNING COMM	508	875.00	172	4064	3634.62	89	.00	6100	2465.38	60
40	** **	ADMINISTRATION	508	875.00	172	4064	3634.62	89	.00	6100	2465.38	60
DIV	7203	TOTAL *****										
		PLANNING COMMISSION	508	875.00	172	4064	3634.62	89	.00	6100	2465.38	60

FUND 010 GENERAL FUND			DEPT/DIV 7204 COMMUNITY DEVELOPMENT/SPARK INNOVATION CENTER											
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											
409			COMMUNITY DEVELOPMENT											
	10		SALARIES AND WAGES											
	10	02	REGULAR	0	3462.40	0	0	9521.60	0	.00	0	9521.60-	0	0
	10	04	OVERTIME	0	.00	0	0	.00	0	.00	0	.00	0	0
	10	**	SALARIES AND WAGES	0	3462.40	0	0	9521.60	0	.00	0	9521.60-	0	0
	20		BENEFITS											
	20	02	FICA	0	256.26	0	0	702.56	0	.00	0	702.56-	0	0
	20	04	VA RETIREMENT SYSTEM	0	.00	0	0	.00	0	.00	0	.00	0	0
	20	06	GROUP MEDICAL INSURANCE	0	514.40	0	0	2057.60	0	.00	0	2057.60-	0	0
	20	08	GROUP LIFE INSURANCE	0	50.26	0	0	150.78	0	.00	0	150.78-	0	0
	20	10	WORKER'S COMP	0	.00	0	0	.00	0	.00	0	.00	0	0
	20	18	VRS HYBRID EMPLOYER CONTR	0	362.34	0	0	1087.02	0	.00	0	1087.02-	0	0
	20	20	ICMA HYBRID EMPLOYER CONT	0	37.50	0	0	112.50	0	.00	0	112.50-	0	0
	20	22	HYBRID DISABILITY PROGRAM	0	.00	0	0	.00	0	.00	0	.00	0	0
	20	**	BENEFITS	0	1220.76	0	0	4110.46	0	.00	0	4110.46-	0	0
	30		CONTRACTUAL SERVICES											
	30	06	ADVERTISING	833	513.24	62	6664	800.73	12	.00	10000	9199.27	8	8
	30	08	MAINTENANCE SVC CONTRACTS	1471	1175.65	80	11768	7975.65	68	5670.55	17660	4013.80	77	77
	30	14	MISC & PROFESSIONAL SVCS	416	9.61	2	3328	9.61	0	.00	5000	4990.39	0	0
	30	26	IT NETWRK/WEBSITE SUPPORT	404	1097.13	272	3232	2108.60	65	.00	4850	2741.40	44	44
	30	**	CONTRACTUAL SERVICES	3124	2795.63	90	24992	10894.59	44	5670.55	37510	20944.86	44	44
	50		OTHER CHARGES											
	50	02	ELECTRICAL SERVICES	1333	311.84	23	10664	1853.22	17	.00	16000	14146.78	12	12
	50	04	HEATING SERVICES	500	764.64	153	4000	1704.47	43	.00	6000	4295.53	28	28
	50	06	POSTAL SERVICES	83	180.00	217	664	180.00	27	.00	1000	820.00	18	18
	50	08	TELECOMMUNICATIONS	250	.00	0	2000	.00	0	.00	3000	3000.00	0	0
	50	10	PROPERTY INSURANCE	41	.00	0	328	375.00	114	.00	500	125.00	75	75
	50	24	SUBSISTANCE & LODGING	125	.00	0	1000	.00	0	.00	1500	1500.00	0	0
	50	26	CONVENTIONS & EDUCATIONS	125	.00	0	1000	.00	0	.00	1500	1500.00	0	0
	50	32	MISCELLANEOUS	208	1531.28	736	1664	1531.28	92	.00	2500	968.72	61	61
	50	**	OTHER CHARGES	2665	2787.76	105	21320	5643.97	27	.00	32000	26356.03	18	18
	60		MATERIALS & SUPPLIES											
	60	02	OFFICE SUPPLIES	1250	2039.89	163	10000	4942.53	49	.00	15000	10057.47	33	33
	60	04	REPAIRS & MAINTENANCE	500	205.02	41	4000	514.52	13	.00	6000	5485.48	9	9
	60	**	MATERIALS & SUPPLIES	1750	2244.91	128	14000	5457.05	39	.00	21000	15542.95	26	26
	82		CAPITAL OUTLAY - NEW											
	82	04	EDP EQUIPMENT	0	.00	0	0	8083.04	0	2694.35	0	10777.39-	0	0
	82	**	CAPITAL OUTLAY - NEW	0	.00	0	0	8083.04	0	2694.35	0	10777.39-	0	0
409	**	**	COMMUNITY DEVELOPMENT	7539	12511.46	166	60312	43710.71	73	8364.90	90510	38434.39	58	58
40	**	**	ADMINISTRATION	7539	12511.46	166	60312	43710.71	73	8364.90	90510	38434.39	58	58
DIV	7204	TOTAL	*****											

FUND 010 GENERAL FUND			DEPT/DIV 7204 COMMUNITY DEVELOPMENT/SPARK INNOVATION CENTER									
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										
409		COMMUNITY DEVELOPMENT										
		SPARK INNOVATION CENTER	7539	12511.46	166	60312	43710.71	73	8364.90	90510	38434.39	58
DEPT	72	TOTAL *****										
		COMMUNITY DEVELOPMENT	30493	22685.46	74	243944	174407.95	72	8364.90	366050	183277.15	50

FUND 010 GENERAL FUND											
DEPT/DIV 9001 NON DEPARTMENTAL/MAIN STREET COORDINATOR											
*****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										
406	MAIN STREET COORDINATOR										
10	SALARIES AND WAGES										
10 02	REGULAR	0	.00	0	0	.00	0	.00	0	.00	0
10 04	OVERTIME	0	.00	0	0	.00	0	.00	0	.00	0
10 **	SALARIES AND WAGES	0	.00	0	0	.00	0	.00	0	.00	0
20	BENEFITS										
20 02	FICA	0	.00	0	0	.00	0	.00	0	.00	0
20 04	VA RETIREMENT SYSTEM	0	.00	0	0	.00	0	.00	0	.00	0
20 06	GROUP MEDICAL INSURANCE	0	.00	0	0	.00	0	.00	0	.00	0
20 08	GROUP LIFE INSURANCE	0	.00	0	0	.00	0	.00	0	.00	0
20 18	VRS HYBRID EMPLOYER CONTR	0	.00	0	0	.00	0	.00	0	.00	0
20 20	ICMA HYBRID EMPLOYER CONT	0	.00	0	0	.00	0	.00	0	.00	0
20 **	BENEFITS	0	.00	0	0	.00	0	.00	0	.00	0
50	OTHER CHARGES										
50 08	TELECOMMUNICATIONS	0	.00	0	0	.00	0	.00	0	.00	0
50 **	OTHER CHARGES	0	.00	0	0	.00	0	.00	0	.00	0
60	MATERIALS & SUPPLIES										
60 02	OFFICE SUPPLIES	0	.00	0	0	.00	0	.00	0	.00	0
60 **	MATERIALS & SUPPLIES	0	.00	0	0	.00	0	.00	0	.00	0
406 ** **	MAIN STREET COORDINATOR	0	.00	0	0	.00	0	.00	0	.00	0
40 ** **	ADMINISTRATION	0	.00	0	0	.00	0	.00	0	.00	0
DIV 9001	TOTAL *****										
	MAIN STREET COORDINATOR	0	.00	0	0	.00	0	.00	0	.00	0
DEPT 90	TOTAL *****										
	NON DEPARTMENTAL	0	.00	0	0	.00	0	.00	0	.00	0

FUND 010 GENERAL FUND			DEPT/DIV 9101 NON DEPARTMENT/CONTRIBUTIONS									
BA ELE OBJ			*****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	3641	.00	0	29128	28500.00	98	.00	43700	15200.00	65
	50 61	CONTRIBUTION - EMS	0	.00	0	0	.00	0	.00	0	.00	0
	50 62	CONTRIBUTION - SENIOR CTR	83	.00	0	664	.00	0	.00	1000	1000.00	0
	50 63	ECONOMIC INCENTIVES	0	.00	0	0	.00	0	.00	0	.00	0
	50 69	UNCLE BILLY'S DAY FUNDING	0	.00	0	0	1500.00	0	.00	0	1500.00-	0
	50 70	RECREATION PROGRAM	8333	.00	0	66664	75000.00	113	.00	100000	25000.00	75
	50 72	CONTRIBUTION - FIRE DEPT	1250	.00	0	10000	15000.00	150	.00	15000	.00	100
	50 73	CONTRIBUTION - AVOCA	0	.00	0	0	.00	0	.00	0	.00	0
	50 74	CONTRIBUTION-MAIN ST PGM	833	.00	0	6664	5000.00	75	.00	10000	5000.00	50
	50 **	OTHER CHARGES	14140	.00	0	113120	125000.00	111	.00	169700	44700.00	74
801	** **	NON DEPARTMENTAL	14140	.00	0	113120	125000.00	111	.00	169700	44700.00	74
80	** **	NON DEPARTMENT	14140	.00	0	113120	125000.00	111	.00	169700	44700.00	74
DIV	9101	TOTAL *****										
		CONTRIBUTIONS	14140	.00	0	113120	125000.00	111	.00	169700	44700.00	74

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
70	UTILITIES										
702	SEWER										
70	TRANSFER OUT										
70 06	TO CIF	0	.00	0	0	700.42	0	.00	0	700.42-	0
70 **	TRANSFER OUT	0	.00	0	0	700.42	0	.00	0	700.42-	0
702 ** **	SEWER	0	.00	0	0	700.42	0	.00	0	700.42-	0
70 ** **	UTILITIES	0	.00	0	0	700.42	0	.00	0	700.42-	0
80	NON DEPARTMENT										
801	NON DEPARTMENTAL										
50	OTHER CHARGES										
50 82	CDBG GRANT EXPENSES	0	.00	0	0	.00	0	.00	0	.00	0
50 96	INSURANCE CLAIM	0	.00	0	0	2300.00	0	.00	0	2300.00-	0
50 **	OTHER CHARGES	0	.00	0	0	2300.00	0	.00	0	2300.00-	0
60	MATERIALS & SUPPLIES										
60 06	FUELS & LUBRICANTS	833	158.01	19	6664	13590.44	204	.00	10000	3590.44-	136
60 **	MATERIALS & SUPPLIES	833	158.01	19	6664	13590.44	204	.00	10000	3590.44-	136
82	CAPITAL OUTLAY - NEW										
82 30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	70328.04	0	.00	0	70328.04-	0
82 **	CAPITAL OUTLAY - NEW	0	.00	0	0	70328.04	0	.00	0	70328.04-	0
801 ** **	NON DEPARTMENTAL	833	158.01	19	6664	86218.48	1294	.00	10000	76218.48-	862
802	TRANSFER OUT										
70	TRANSFER OUT										
70 01	TO CEMETERY FUND	8940	.00	0	71520	.00	0	.00	107280	107280.00	0
70 02	WATER & SEWER FUND	0	.00	0	0	3066.57	0	.00	0	3066.57-	0
70 03	TO GENERAL FUND	0	.00	0	0	31.75	0	.00	0	31.75-	0
70 04	TO LIBRARY FUND	0	.00	0	0	.00	0	.00	0	.00	0
70 05	TO RESERVES	0	.00	0	0	.00	0	.00	0	.00	0
70 06	TO CIF	0	.00	0	0	.00	0	.00	0	.00	0
70 07	TO RESERVE POLICY FNDS-FD	5416	.00	0	43328	.00	0	.00	65000	65000.00	0
70 08	EDA CHECKING ACCOUNT	0	.00	0	0	12500.00	0	.00	0	12500.00-	0
70 09	ALTAVISTA ON TRACK	0	.00	0	0	.00	0	.00	0	.00	0
70 **	TRANSFER OUT	14356	.00	0	114848	15598.32	14	.00	172280	156681.68	9
802 ** **	TRANSFER OUT	14356	.00	0	114848	15598.32	14	.00	172280	156681.68	9
80 ** **	NON DEPARTMENT	15189	158.01	1	121512	101816.80	84	.00	182280	80463.20	56
DIV 9102	TOTAL *****										
	NON DEPARTMENT	15189	158.01	1	121512	102517.22	84	.00	182280	79762.78	56

FUND 010 GENERAL FUND											
DEPT/DIV 9103 NON DEPARTMENT/CAPITAL OUTLAY											
BA ELE OBJ			ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****		
SUB	SUB		DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET
											UNENCUMB. BALANCE
											% BDGT
60											
608			CAPITAL OUTLAY								
	81		CAPITAL OUTLAY - REPLACE								
	81	30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0
	81	**	CAPITAL OUTLAY - REPLACE	0	.00	0	0	.00	0	.00	0
608	**	**	CAPITAL OUTLAY	0	.00	0	0	.00	0	.00	0
60	**	**		0	.00	0	0	.00	0	.00	0
80			NON DEPARTMENT								
801			NON DEPARTMENTAL								
	82		CAPITAL OUTLAY - NEW								
	82	30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0
	82	**	CAPITAL OUTLAY - NEW	0	.00	0	0	.00	0	.00	0
801	**	**	NON DEPARTMENTAL	0	.00	0	0	.00	0	.00	0
803			VDOT T-21 GRANT								
	81		CAPITAL OUTLAY - REPLACE								
	81	30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0
	81	**	CAPITAL OUTLAY - REPLACE	0	.00	0	0	.00	0	.00	0
803	**	**	VDOT T-21 GRANT	0	.00	0	0	.00	0	.00	0
804			MAIN ST/PITTSYL AVE PROJ								
	81		CAPITAL OUTLAY - REPLACE								
	81	30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0
	81	**	CAPITAL OUTLAY - REPLACE	0	.00	0	0	.00	0	.00	0
804	**	**	MAIN ST/PITTSYL AVE PROJ	0	.00	0	0	.00	0	.00	0
80	**	**	NON DEPARTMENT	0	.00	0	0	.00	0	.00	0
DIV	9103		TOTAL *****								
			CAPITAL OUTLAY	0	.00	0	0	.00	0	.00	0

FUND 010 GENERAL FUND			DEPT/DIV 9104 NON DEPARTMENT/DEBT SERVICE										
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										
	90		DEBT SERVICE										
	90	02	PRINCIPAL	0	.00	0	0	.00	0	.00	0	.00	0
	90	04	INTEREST	0	.00	0	0	.00	0	.00	0	.00	0
	90	**	DEBT SERVICE	0	.00	0	0	.00	0	.00	0	.00	0
801	**	**	NON DEPARTMENTAL	0	.00	0	0	.00	0	.00	0	.00	0
80	**	**	NON DEPARTMENT	0	.00	0	0	.00	0	.00	0	.00	0
DIV	9104		TOTAL *****										
			DEBT SERVICE	0	.00	0	0	.00	0	.00	0	.00	0

FUND 010 GENERAL FUND											
DEPT/DIV 9105 NON DEPARTMENT/AVOCA											
*****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										
10	SALARIES AND WAGES										
10 02	REGULAR	5369	.00	0	42952	48912.06	114	.00	64430	15517.94	76
10 04	OVERTIME	0	.00	0	0	.00	0	.00	0	.00	0
10 **	SALARIES AND WAGES	5369	.00	0	42952	48912.06	114	.00	64430	15517.94	76
20	BENEFITS										
20 02	FICA	410	.00	0	3280	3738.42	114	.00	4930	1191.58	76
20 04	VA RETIREMENT SYSTEM	488	.00	0	3904	4395.00	113	.00	5860	1465.00	75
20 06	GROUP MEDICAL INSURANCE	515	.00	0	4120	5262.00	128	.00	6180	918.00	85
20 08	GROUP LIFE INSURANCE	61	.00	0	488	555.00	114	.00	740	185.00	75
20 18	VRS HYBRID EMPLOYER CONTR	0	.00	0	0	.00	0	.00	0	.00	0
20 20	ICMA HYBRID EMPLOYER CONT	0	.00	0	0	.00	0	.00	0	.00	0
20 22	HYBRID DISABILITY PROGRAM	0	.00	0	0	.00	0	.00	0	.00	0
20 **	BENEFITS	1474	.00	0	11792	13950.42	118	.00	17710	3759.58	79
30	CONTRACTUAL SERVICES										
30 36	MOWING CONTRACT	833	.00	0	6664	3613.00	54	.00	10000	6387.00	36
30 **	CONTRACTUAL SERVICES	833	.00	0	6664	3613.00	54	.00	10000	6387.00	36
50	OTHER CHARGES										
50 08	TELECOMMUNICATIONS	42	.00	0	336	33.60	10	.00	510	476.40	7
50 32	MISCELLANEOUS	0	.00	0	0	.00	0	.00	0	.00	0
50 98	GRATITUDE PAY	0	.00	0	0	.00	0	.00	0	.00	0
50 99	FEMA	0	.00	0	0	.00	0	.00	0	.00	0
50 **	OTHER CHARGES	42	.00	0	336	33.60	10	.00	510	476.40	7
60	MATERIALS & SUPPLIES										
60 04	REPAIRS & MAINTENANCE	0	.00	0	0	.00	0	.00	0	.00	0
60 06	FUELS & LUBRICANTS	26	.00	0	208	245.05	118	.00	320	74.95	77
60 **	MATERIALS & SUPPLIES	26	.00	0	208	245.05	118	.00	320	74.95	77
81	CAPITAL OUTLAY - REPLACE										
81 18	BUILDING	2916	6144.00	211	23328	118920.26	510	.00	35000	83920.26	340
81 30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0	.00	0
81 **	CAPITAL OUTLAY - REPLACE	2916	6144.00	211	23328	118920.26	510	.00	35000	83920.26	340
801 ** **	NON DEPARTMENTAL	10660	6144.00	58	85280	185674.39	218	.00	127970	57704.39	145
80 ** **	NON DEPARTMENT	10660	6144.00	58	85280	185674.39	218	.00	127970	57704.39	145
DIV 9105	TOTAL *****										
	AVOCA	10660	6144.00	58	85280	185674.39	218	.00	127970	57704.39	145
DEPT 91	TOTAL *****										
	NON DEPARTMENT	39989	6302.01	16	319912	413191.61	129	.00	479950	66758.39	86
FUND 010	TOTAL *****										
	GENERAL FUND	503396	420887.52	84	4027168	3774329.92	94	110915.93	6041770	2156524.15	64

FUND 020 STATE HIGHWAY REIMB FUND											
DEPT/DIV 4101 PUBLIC WORKS/MAIN OF STREETS & HWYS											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60	MATERIALS & SUPPLIES										
60 04	REPAIRS & MAINTENANCE	0	.00	0	0	.00	0	.00	0	.00	0
60 28	STORM DRAINAGE	4016	4765.69	119	32128	9877.26	31	.00	48200	38322.74	21
60 36	PAVEMENT	33333	33.60	0	266664	1756.22	1	.00	400000	398243.78	0
60 40	TRAFFIC CONTROL DEVICE	4733	4839.40	102	37864	52066.11	138	.00	56800	4733.89	92
60 **	MATERIALS & SUPPLIES	42082	9638.69	23	336656	63699.59	19	.00	505000	441300.41	13
81	CAPITAL OUTLAY - REPLACE										
81 02	VEHICLE REPLACEMENT	2126	44343.96	2086	17008	49606.21	292	2.25-	25520	24083.96-	194
81 06	MACHINERY & EQUIPMENT	83	.00	0	664	96840.12	4584	.00	1000	95840.12-	9684
81 **	CAPITAL OUTLAY - REPLACE	2209	44343.96	2007	17672	146446.33	829	2.25-	26520	119924.08-	552
82	CAPITAL OUTLAY - NEW										
82 06	MACHINERY & EQUIPMENT	0	.00	0	0	.00	0	.00	0	.00	0
82 **	CAPITAL OUTLAY - NEW	0	.00	0	0	.00	0	.00	0	.00	0
601 ** **		44291	53982.65	122	354328	210145.92	59	2.25-	531520	321376.33	40
606											
60	MATERIALS & SUPPLIES										
60 30	ENGINEERING R & M	833	38.25	5	6664	267.75	4	.00	10000	9732.25	3
60 42	TRAFFIC CONTROL OPERATION	0	.00	0	0	.00	0	.00	0	.00	0
60 44	SNOW & ICE REMOVAL	5000	284.73	6	40000	30922.21	77	.00	60000	29077.79	52
60 46	OTHER TRAFFIC SVCS RDSIDE	4166	2794.70	67	33328	27622.57	83	.00	50000	22377.43	55
60 **	MATERIALS & SUPPLIES	9999	3117.68	31	79992	58812.53	74	.00	120000	61187.47	49
606 ** **		9999	3117.68	31	79992	58812.53	74	.00	120000	61187.47	49
607	ADMINISTRATION AND MISC										
50	OTHER CHARGES										
50 32	MISCELLANEOUS	8333	485.96	6	66664	1084.32	2	.00	100000	98915.68	1
50 **	OTHER CHARGES	8333	485.96	6	66664	1084.32	2	.00	100000	98915.68	1
607 ** **	ADMINISTRATION AND MISC	8333	485.96	6	66664	1084.32	2	.00	100000	98915.68	1
608	CAPITAL OUTLAY										
81	CAPITAL OUTLAY - REPLACE										
81 24	STREETS	0	.00	0	0	.00	0	.00	0	.00	0
81 30	IMPRVMNTS OTHER THAN BLDG	2083	.00	0	16664	.00	0	.00	25000	25000.00	0
81 **	CAPITAL OUTLAY - REPLACE	2083	.00	0	16664	.00	0	.00	25000	25000.00	0
82	CAPITAL OUTLAY - NEW										
82 30	IMPRVMNTS OTHER THAN BLDG	6250	.00	0	50000	26712.50	53	750.00	75000	47537.50	37
82 34	ENGINEERING	0	.00	0	0	.00	0	.00	0	.00	0
82 **	CAPITAL OUTLAY - NEW	6250	.00	0	50000	26712.50	53	750.00	75000	47537.50	37
608 ** **	CAPITAL OUTLAY	8333	.00	0	66664	26712.50	40	750.00	100000	72537.50	28
60 ** **		70956	57586.29	81	567648	296755.27	52	747.75	851520	554016.98	35

FUND 020 STATE HIGHWAY REIMB FUND			DEPT/DIV 4101 PUBLIC WORKS/MAIN OF STREETS & HWYS								
BA ELE OBJ	ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BDGT
60											
608		CAPITAL OUTLAY									
DIV	4101	TOTAL *****									
		MAIN OF STREETS & HWYS	70956	57586.29	81	567648	296755.27	52	747.75	851520	554016.98 35

FUND 020 STATE HIGHWAY REIMB FUND											
DEPT/DIV 4104 PUBLIC WORKS/PARKS & RECREATION											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

60											
602	PARKS, RECREAT & CULTURAL										
81	CAPITAL OUTLAY - REPLACE										
81 02	VEHICLE REPLACEMENT	0	.00	0	0	.00	0	.00	0	.00	0
81 **	CAPITAL OUTLAY - REPLACE	0	.00	0	0	.00	0	.00	0	.00	0
602 ** **	PARKS, RECREAT & CULTURAL	0	.00	0	0	.00	0	.00	0	.00	0
60 ** **		0	.00	0	0	.00	0	.00	0	.00	0
DIV 4104	TOTAL *****										
	PARKS & RECREATION	0	.00	0	0	.00	0	.00	0	.00	0
DEPT 41	TOTAL *****										
	PUBLIC WORKS	70956	57586.29	81	567648	296755.27	52	747.75	851520	554016.98	35
FUND 020	TOTAL *****										
	STATE HIGHWAY REIMB FUND	70956	57586.29	81	567648	296755.27	52	747.75	851520	554016.98	35

FUND 030 LIBRARY FUND											
DEPT/DIV 4103 PUBLIC WORKS/MAIN OF BLDGS & GROUNDS											
*****CURRENT***** YEAR-TO-DATE*****											
BA ELE OBJ	ACCOUNT								ANNUAL	UNENCUMB.	%
SUB SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

60											
601	OPERATIONS & MAINTENANCE										
50	OTHER CHARGES										
50 02	ELECTRICAL SERVICES	0	.00	0	0	.00	0	.00	0	.00	0
50 04	HEATING SERVICES	0	.00	0	0	.00	0	.00	0	.00	0
50 **	OTHER CHARGES	0	.00	0	0	.00	0	.00	0	.00	0
60	MATERIALS & SUPPLIES										
60 04	REPAIRS & MAINTENANCE	0	.00	0	0	.00	0	.00	0	.00	0
60 **	MATERIALS & SUPPLIES	0	.00	0	0	.00	0	.00	0	.00	0
70	TRANSFER OUT										
70 01	CEMETERY RESERVE	0	.00	0	0	.00	0	.00	0	.00	0
70 03	TO GENERAL FUND	0	.00	0	0	.00	0	.00	0	.00	0
70 **	TRANSFER OUT	0	.00	0	0	.00	0	.00	0	.00	0
81	CAPITAL OUTLAY - REPLACE										
81 08	FUNITURE & FIXTURES	0	.00	0	0	.00	0	.00	0	.00	0
81 28	LIBRARY CONSTRUCTION	0	.00	0	0	.00	0	.00	0	.00	0
81 **	CAPITAL OUTLAY - REPLACE	0	.00	0	0	.00	0	.00	0	.00	0
601 ** **	OPERATIONS & MAINTENANCE	0	.00	0	0	.00	0	.00	0	.00	0
60 ** **		0	.00	0	0	.00	0	.00	0	.00	0
DIV 4103	TOTAL *****										
	MAIN OF BLDGS & GROUNDS	0	.00	0	0	.00	0	.00	0	.00	0
DEPT 41	TOTAL *****										
	PUBLIC WORKS	0	.00	0	0	.00	0	.00	0	.00	0
FUND 030	TOTAL *****										
	LIBRARY FUND	0	.00	0	0	.00	0	.00	0	.00	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	1762	1627.20	92	14096	13215.97	94	.00	21150	7934.03	63
	10 04	OVERTIME	10	34.33	343	80	144.95	181	.00	130	14.95-	112
	10 **	SALARIES AND WAGES	1772	1661.53	94	14176	13360.92	94	.00	21280	7919.08	63
	20	BENEFITS										
	20 02	FICA	135	103.41	77	1080	837.25	78	.00	1630	792.75	51
	20 04	VA RETIREMENT SYSTEM	187	187.92	101	1496	1503.36	101	.00	2250	746.64	67
	20 06	GROUP MEDICAL INSURANCE	327	327.42	100	2616	2619.36	100	.00	3930	1310.64	67
	20 08	GROUP LIFE INSURANCE	23	23.62	103	184	188.96	103	.00	280	91.04	68
	20 18	VRS HYBRID EMPLOYER CONTR	0	.00	0	0	.00	0	.00	0	.00	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	.00	0	0	.00	0	.00	0	.00	0
	20 **	BENEFITS	672	642.37	96	5376	5148.93	96	.00	8090	2941.07	64
	50	OTHER CHARGES										
	50 98	GRATITUDE PAY	0	.00	0	0	.00	0	.00	0	.00	0
	50 **	OTHER CHARGES	0	.00	0	0	.00	0	.00	0	.00	0
	60	MATERIALS & SUPPLIES										
	60 25	SMALL EQUIPMENT	0	.00	0	0	.00	0	.00	0	.00	0
	60 **	MATERIALS & SUPPLIES	0	.00	0	0	.00	0	.00	0	.00	0
701	** **	WATER	2444	2303.90	94	19552	18509.85	95	.00	29370	10860.15	63
702		SEWER										
	10	SALARIES AND WAGES										
	10 02	REGULAR	1175	1084.80	92	9400	8781.79	93	.00	14100	5318.21	62
	10 04	OVERTIME	7	22.88	327	56	96.60	173	.00	90	6.60-	107
	10 **	SALARIES AND WAGES	1182	1107.68	94	9456	8878.39	94	.00	14190	5311.61	63
	20	BENEFITS										
	20 02	FICA	90	68.94	77	720	586.97	82	.00	1090	503.03	54
	20 04	VA RETIREMENT SYSTEM	125	125.26	100	1000	1002.08	100	.00	1500	497.92	67
	20 06	GROUP MEDICAL INSURANCE	218	218.28	100	1744	1746.24	100	.00	2620	873.76	67
	20 08	GROUP LIFE INSURANCE	15	15.76	105	120	126.08	105	.00	190	63.92	66
	20 18	VRS HYBRID EMPLOYER CONTR	0	.00	0	0	.00	0	.00	0	.00	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	.00	0	0	.00	0	.00	0	.00	0
	20 **	BENEFITS	448	428.24	96	3584	3461.37	97	.00	5400	1938.63	64
	50	OTHER CHARGES										
	50 98	GRATITUDE PAY	0	.00	0	0	.00	0	.00	0	.00	0
	50 **	OTHER CHARGES	0	.00	0	0	.00	0	.00	0	.00	0
702	** **	SEWER	1630	1535.92	94	13040	12339.76	95	.00	19590	7250.24	63
70	** **	UTILITIES	4074	3839.82	94	32592	30849.61	95	.00	48960	18110.39	63
DIV	1101	TOTAL *****										

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										
702		SEWER										
		ADMINISTRATION	4074	3839.82	94	32592	30849.61	95	.00	48960	18110.39	63
DEPT	11	TOTAL *****										
		GENERAL GOVERNMENT	4074	3839.82	94	32592	30849.61	95	.00	48960	18110.39	63

FUND 050 WATER & SEWER FUND			DEPT/DIV 4101 PUBLIC WORKS/MAIN OF STREETS & HWYS											
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	0	.00	0	0	.00	0	.00	0	.00	0	
	10	04	OVERTIME	0	.00	0	0	.00	0	.00	0	.00	0	
	10	**	SALARIES AND WAGES	0	.00	0	0	.00	0	.00	0	.00	0	
	20		BENEFITS											
	20	02	FICA	0	.00	0	0	.00	0	.00	0	.00	0	
	20	04	VA RETIREMENT SYSTEM	0	.00	0	0	.00	0	.00	0	.00	0	
	20	06	GROUP MEDICAL INSURANCE	0	.00	0	0	.00	0	.00	0	.00	0	
	20	08	GROUP LIFE INSURANCE	0	.00	0	0	.00	0	.00	0	.00	0	
	20	18	VRS HYBRID EMPLOYER CONTR	0	.00	0	0	.00	0	.00	0	.00	0	
	20	20	ICMA HYBRID EMPLOYER CONT	0	.00	0	0	.00	0	.00	0	.00	0	
	20	**	BENEFITS	0	.00	0	0	.00	0	.00	0	.00	0	
	50		OTHER CHARGES											
	50	65	METER TESTING/REPLACEMENT	0	.00	0	0	.00	0	.00	0	.00	0	
	50	**	OTHER CHARGES	0	.00	0	0	.00	0	.00	0	.00	0	
	60		MATERIALS & SUPPLIES											
	60	04	REPAIRS & MAINTENANCE	0	.00	0	0	.00	0	.00	0	.00	0	
	60	25	SMALL EQUIPMENT	0	.00	0	0	.00	0	.00	0	.00	0	
	60	**	MATERIALS & SUPPLIES	0	.00	0	0	.00	0	.00	0	.00	0	
	81		CAPITAL OUTLAY - REPLACE											
	81	06	MACHINERY & EQUIPMENT	0	.00	0	0	.00	0	.00	0	.00	0	
	81	30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0	.00	0	
	81	**	CAPITAL OUTLAY - REPLACE	0	.00	0	0	.00	0	.00	0	.00	0	
	82		CAPITAL OUTLAY - NEW											
	82	06	MACHINERY & EQUIPMENT	0	.00	0	0	.00	0	.00	0	.00	0	
	82	**	CAPITAL OUTLAY - NEW	0	.00	0	0	.00	0	.00	0	.00	0	
701	**	**	WATER	0	.00	0	0	.00	0	.00	0	.00	0	
702			SEWER											
	10		SALARIES AND WAGES											
	10	02	REGULAR	0	.00	0	0	.00	0	.00	0	.00	0	
	10	04	OVERTIME	0	.00	0	0	.00	0	.00	0	.00	0	
	10	**	SALARIES AND WAGES	0	.00	0	0	.00	0	.00	0	.00	0	
	20		BENEFITS											
	20	02	FICA	0	.00	0	0	.00	0	.00	0	.00	0	
	20	04	VA RETIREMENT SYSTEM	0	.00	0	0	.00	0	.00	0	.00	0	
	20	06	GROUP MEDICAL INSURANCE	0	.00	0	0	.00	0	.00	0	.00	0	
	20	08	GROUP LIFE INSURANCE	0	.00	0	0	.00	0	.00	0	.00	0	
	20	18	VRS HYBRID EMPLOYER CONTR	0	.00	0	0	.00	0	.00	0	.00	0	
	20	20	ICMA HYBRID EMPLOYER CONT	0	.00	0	0	.00	0	.00	0	.00	0	
	20	**	BENEFITS	0	.00	0	0	.00	0	.00	0	.00	0	

FUND 050 WATER & SEWER FUND			DEPT/DIV 4101 PUBLIC WORKS/MAIN OF STREETS & HWYS								
BA ELE OBJ		ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP			

70		UTILITIES									
702		SEWER									
	60	MATERIALS & SUPPLIES									
	60 04	REPAIRS & MAINTENANCE	0	.00	0	0	.00	0	.00	0	.00 0
	60 **	MATERIALS & SUPPLIES	0	.00	0	0	.00	0	.00	0	.00 0
	81	CAPITAL OUTLAY - REPLACE									
	81 06	MACHINERY & EQUIPMENT	0	.00	0	0	.00	0	.00	0	.00 0
	81 **	CAPITAL OUTLAY - REPLACE	0	.00	0	0	.00	0	.00	0	.00 0
702	** **	SEWER	0	.00	0	0	.00	0	.00	0	.00 0
70	** **	UTILITIES	0	.00	0	0	.00	0	.00	0	.00 0
DIV	4101	TOTAL *****									
		MAIN OF STREETS & HWYS	0	.00	0	0	.00	0	.00	0	.00 0
DEPT	41	TOTAL *****									
		PUBLIC WORKS	0	.00	0	0	.00	0	.00	0	.00 0

*****RESERVED*****												
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										
	10	SALARIES AND WAGES										
	10 02	REGULAR	31428	25697.27	82	251424	193591.25	77	.00	377140	183548.75	51
	10 04	OVERTIME	1287	319.05	25	10296	9505.67	92	.00	15450	5944.33	62
	10 **	SALARIES AND WAGES	32715	26016.32	80	261720	203096.92	78	.00	392590	189493.08	52
	20	BENEFITS										
	20 02	FICA	2502	1907.42	76	20016	14947.68	75	.00	30030	15082.32	50
	20 04	VA RETIREMENT SYSTEM	3090	1162.60	38	24720	9300.80	38	.00	37090	27789.20	25
	20 06	GROUP MEDICAL INSURANCE	4818	2887.16	60	38544	25166.86	65	.00	57820	32653.14	44
	20 08	GROUP LIFE INSURANCE	388	327.62	84	3104	2430.12	78	.00	4660	2229.88	52
	20 18	VRS HYBRID EMPLOYER CONTR	0	1125.28	0	0	7685.48	0	.00	0	7685.48-	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	318.20	0	0	2326.76	0	.00	0	2326.76-	0
	20 **	BENEFITS	10798	7728.28	72	86384	61857.70	72	.00	129600	67742.30	48
	30	CONTRACTUAL SERVICES										
	30 08	MAINTENANCE SVC CONTRACTS	2508	708.00	28	20064	20389.93	102	.00	30100	9710.07	68
	30 14	MISC & PROFESSIONAL SVCS	1666	3970.00	238	13328	3970.00	30	.00	20000	16030.00	20
	30 16	PHYSICALS	66	125.00	189	528	225.00	43	.00	800	575.00	28
	30 20	WATER PURCHASES - CC	6250	115.50	2	50000	29439.10	59	.00	75000	45560.90	39
	30 24	R & M GROUNDS, BLDGS, RDS	1166	.00	0	9328	2617.66	28	.00	14000	11382.34	19
	30 26	IT NETWRK/WEBSITE SUPPORT	48	47.83	100	384	382.64	100	.00	570	187.36	67
	30 **	CONTRACTUAL SERVICES	11704	4966.33	42	93632	57024.33	61	.00	140470	83445.67	41
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	9166	10679.45	117	73328	74883.95	102	.00	110000	35116.05	68
	50 04	HEATING SERVICES	333	1669.93	502	2664	2901.84	109	.00	4000	1098.16	73
	50 08	TELECOMMUNICATIONS	916	923.98	101	7328	7034.08	96	.00	11000	3965.92	64
	50 10	PROPERTY INSURANCE	800	.00	0	6400	7275.00	114	.00	9610	2335.00	76
	50 12	MOTOR VEHICLE INSURANCE	45	.00	0	360	412.50	115	.00	550	137.50	75
	50 18	GENERAL LIABILITY INSUR	375	.00	0	3000	3450.00	115	.00	4500	1050.00	77
	50 24	SUBSISTANCE & LODGING	250	.00	0	2000	.00	0	.00	3000	3000.00	0
	50 26	CONVENTIONS & EDUCATIONS	416	166.00	40	3328	1226.00	37	.00	5000	3774.00	25
	50 28	DUES & ASSOC MEMBERSHIPS	83	.00	0	664	872.00	131	.00	1000	128.00	87
	50 30	REFUNDS	41	.00	0	328	.00	0	.00	500	500.00	0
	50 32	MISCELLANEOUS	166	.00	0	1328	.00	0	.00	2000	2000.00	0
	50 40	BAD DEBT EXPENSE	0	.00	0	0	.00	0	.00	0	.00	0
	50 64	SAMPLE TESTING	1250	471.20	38	10000	5301.25	53	.00	15000	9698.75	35
	50 66	FEES PAID TO COMMONWEALTH	458	.00	0	3664	5037.00	138	.00	5500	463.00	92
	50 68	PROFESSIONAL LICENSES	125	480.00	384	1000	480.00	48	.00	1500	1020.00	32
	50 80	DEPRECIATION EXPENSE	0	.00	0	0	.00	0	.00	0	.00	0
	50 88	LOAN ISSUANCE COSTS	0	.00	0	0	21694.53	0	.00	0	21694.53-	0
	50 90	MISC PROJECT CHARGES	0	.00	0	0	.00	0	.00	0	.00	0
	50 94	FLUORIDE GRANT EXPENSES	0	.00	0	0	.00	0	.00	0	.00	0
	50 98	GRATITUDE PAY	0	.00	0	0	.00	0	.00	0	.00	0
	50 99	FEMA	0	.00	0	0	.00	0	.00	0	.00	0
	50 **	OTHER CHARGES	14424	14390.56	100	115392	130568.15	113	.00	173160	42591.85	75

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		MATERIALS & SUPPLIES										
	60	02	OFFICE SUPPLIES	500	258.35	52	4000	1391.68	35	.00	6000	4608.32	23
	60	04	REPAIRS & MAINTENANCE	4166	1296.57	31	33328	8376.76	25	.00	50000	41623.24	17
	60	06	FUELS & LUBRICANTS	665	1722.04	259	5320	4640.26	87	.00	7980	3339.74	58
	60	08	VEHICLE & EQUIP R&M	250	.00	0	2000	402.87	20	.00	3000	2597.13	13
	60	10	UNIFORMS	604	813.27	135	4832	4544.81	94	.00	7250	2705.19	63
	60	11	SAFETY EQUIP & PROGRAMS	208	.00	0	1664	633.35	38	.00	2500	1866.65	25
	60	14	OTHER OPERATING SUPPLIES	11250	14756.39	131	90000	104559.27	116	.00	135000	30440.73	78
	60	15	LABORATORY TEST CHEMICALS	1250	1359.40	109	10000	10250.26	103	.00	15000	4749.74	68
	60	24	SMALL TOOLS	166	1283.30	773	1328	1283.30	97	.00	2000	716.70	64
	60	25	SMALL EQUIPMENT	625	284.20	46	5000	4332.16	87	.00	7500	3167.84	58
	60	**	MATERIALS & SUPPLIES	19684	21773.52	111	157472	140414.72	89	.00	236230	95815.28	59
	70		TRANSFER OUT										
	70	05	TO RESERVES	5744	.00	0	45952	.00	0	.00	68930	68930.00	0
	70	**	TRANSFER OUT	5744	.00	0	45952	.00	0	.00	68930	68930.00	0
	90		DEBT SERVICE										
	90	02	PRINCIPAL	25666	.00	0	205328	308000.00	150	.00	308000	.00	100
	90	04	INTEREST	7500	.00	0	60000	89788.79	150	.00	90000	211.21	100
	90	**	DEBT SERVICE	33166	.00	0	265328	397788.79	150	.00	398000	211.21	100
	91		DEBT SERVICE-2020A										
	91	02	PRINCIPAL	9243	.00	0	73944	110920.00	150	.00	110920	.00	100
	91	04	INTEREST	8166	.00	0	65328	89855.12	138	.00	98000	8144.88	92
	91	**	DEBT SERVICE-2020A	17409	.00	0	139272	200775.12	144	.00	208920	8144.88	96
	92		DEBT SERVICE-SERIES 2022										
	92	02	PRINCIPAL	0	.00	0	0	.00	0	.00	0	.00	0
	92	04	INTEREST	0	.00	0	0	5159.84	0	.00	0	5159.84-	0
	92	**	DEBT SERVICE-SERIES 2022	0	.00	0	0	5159.84	0	.00	0	5159.84-	0
701	**	**	WATER	145644	74875.01	51	1165152	1196685.57	103	.00	1747900	551214.43	69
70	**	**	UTILITIES	145644	74875.01	51	1165152	1196685.57	103	.00	1747900	551214.43	69
DIV	5001		TOTAL *****										
			OPERATIONS	145644	74875.01	51	1165152	1196685.57	103	.00	1747900	551214.43	69

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										
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	833	715.68	86	6664	4391.70	66	.00	10000	5608.30	44
	50 08	TELECOMMUNICATIONS	58	60.03	104	464	474.00	102	.00	700	226.00	68
	50 **	OTHER CHARGES	891	775.71	87	7128	4865.70	68	.00	10700	5834.30	46
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	250	.00	0	2000	.00	0	.00	3000	3000.00	0
	60 **	MATERIALS & SUPPLIES	250	.00	0	2000	.00	0	.00	3000	3000.00	0
703	** **	BEDFORD PUMP STATION	1141	775.71	68	9128	4865.70	53	.00	13700	8834.30	36
704		LOLA PUMP STATION										
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	83	142.14	171	664	719.15	108	.00	1000	280.85	72
	50 08	TELECOMMUNICATIONS	58	60.03	104	464	474.00	102	.00	700	226.00	68
	50 **	OTHER CHARGES	141	202.17	143	1128	1193.15	106	.00	1700	506.85	70
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	8	.00	0	64	.00	0	.00	100	100.00	0
	60 **	MATERIALS & SUPPLIES	8	.00	0	64	.00	0	.00	100	100.00	0
704	** **	LOLA PUMP STATION	149	202.17	136	1192	1193.15	100	.00	1800	606.85	66
709		MELINDA PUMP STATION										
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	800	296.24	37	6400	853.42	13	.00	9600	8746.58	9
	50 08	TELECOMMUNICATIONS	45	.00	0	360	.00	0	.00	550	550.00	0
	50 **	OTHER CHARGES	845	296.24	35	6760	853.42	13	.00	10150	9296.58	8
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	125	.00	0	1000	.00	0	.00	1500	1500.00	0
	60 **	MATERIALS & SUPPLIES	125	.00	0	1000	.00	0	.00	1500	1500.00	0
709	** **	MELINDA PUMP STATION	970	296.24	31	7760	853.42	11	.00	11650	10796.58	7
70	** **	UTILITIES	2260	1274.12	56	18080	6912.27	38	.00	27150	20237.73	26
DIV	5002	TOTAL *****										
		PUMP STATION	2260	1274.12	56	18080	6912.27	38	.00	27150	20237.73	26

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.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT

70			UTILITIES										
706			MCMINNIS SPRING										
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	800	1847.23	231	6400	4429.55	69	.00	9600	5170.45	46
	50	08	TELECOMMUNICATIONS	66	61.46	93	528	509.25	96	.00	800	290.75	64
	50	**	OTHER CHARGES	866	1908.69	220	6928	4938.80	71	.00	10400	5461.20	48
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	250	.00	0	2000	265.48	13	.00	3000	2734.52	9
	60	14	OTHER OPERATING SUPPLIES	625	859.40	138	5000	5315.46	106	.00	7500	2184.54	71
	60	15	LABORATORY TEST CHEMICALS	250	.00	0	2000	1322.04	66	.00	3000	1677.96	44
	60	**	MATERIALS & SUPPLIES	1125	859.40	76	9000	6902.98	77	.00	13500	6597.02	51
706	**	**	MCMINNIS SPRING	1991	2768.09	139	15928	11841.78	74	.00	23900	12058.22	50
707			REYNOLDS SPRING										
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	1062	1222.96	115	8496	8196.65	97	.00	12750	4553.35	64
	50	08	TELECOMMUNICATIONS	133	134.42	101	1064	1069.12	101	.00	1600	530.88	67
	50	**	OTHER CHARGES	1195	1357.38	114	9560	9265.77	97	.00	14350	5084.23	65
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	250	.00	0	2000	1329.49	67	.00	3000	1670.51	44
	60	14	OTHER OPERATING SUPPLIES	541	601.61	111	4328	4396.23	102	.00	6500	2103.77	68
	60	15	LABORATORY TEST CHEMICALS	250	.00	0	2000	1322.04	66	.00	3000	1677.96	44
	60	**	MATERIALS & SUPPLIES	1041	601.61	58	8328	7047.76	85	.00	12500	5452.24	56
707	**	**	REYNOLDS SPRING	2236	1958.99	88	17888	16313.53	91	.00	26850	10536.47	61
70	**	**	UTILITIES	4227	4727.08	112	33816	28155.31	83	.00	50750	22594.69	56
DIV	5003		TOTAL *****										
			SPRINGS	4227	4727.08	112	33816	28155.31	83	.00	50750	22594.69	56

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	100	36.64	37	800	412.63	52	.00	1200	787.37	34
	50	08	TELECOMMUNICATIONS	125	103.75	83	1000	830.00	83	.00	1500	670.00	55
	50	**	OTHER CHARGES	225	140.39	62	1800	1242.63	69	.00	2700	1457.37	46
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	208	.00	0	1664	897.22	54	.00	2500	1602.78	36
	60	**	MATERIALS & SUPPLIES	208	.00	0	1664	897.22	54	.00	2500	1602.78	36
708	**	**	TANKS & INDUSTRIAL METERS	433	140.39	32	3464	2139.85	62	.00	5200	3060.15	41
70	**	**	UTILITIES	433	140.39	32	3464	2139.85	62	.00	5200	3060.15	41
DIV	5004		TOTAL *****										
			TANKS & INDUSTRIAL METERS	433	140.39	32	3464	2139.85	62	.00	5200	3060.15	41

FUND 050 WATER & SEWER FUND			DEPT/DIV 5010 WATER			DEPARTMENT/WATER CAPITAL OUTLAY						
BA ELE OBJ	ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
<hr/>												
70		UTILITIES										
701		WATER										
	81	CAPITAL OUTLAY - REPLACE										
	81 02	VEHICLE REPLACEMENT	1666	.00	0	13328	45980.63	345	3.12	20000	25983.75-	230
	81 06	MACHINERY & EQUIPMENT	11545	5795.00	50	92360	46199.07	50	7505.11	138550	84845.82	39
	81 18	BUILDING	2083	.00	0	16664	.00	0	.00	25000	25000.00	0
	81 22	WATER SYSTEM	3833	.00	0	30664	315842.52	1030	.00	46000	269842.52-	687
	81 23	WATERLINE IMPROVEMENTS	0	.00	0	0	.00	0	.00	0	.00	0
	81 30	IMPRVMNTS OTHER THAN BLDG	45500	.00	0	364000	499.00	0	.00	546000	545501.00	0
	81 33	WATERLINE-MAIN ST IMPROVE	0	.00	0	0	.00	0	.00	0	.00	0
	81 35	MELINDA TANK HPZ	0	.00	0	0	166813.00	0	.00	0	166813.00-	0
	81 37	SCADA SYSTEM UPGRADE	19166	.00	0	153328	.00	0	.00	230000	230000.00	0
	81 40	WTP - ELECTRICAL	0	.00	0	0	5380.00	0	.00	0	5380.00-	0
	81 **	CAPITAL OUTLAY - REPLACE	83793	5795.00	7	670344	580714.22	87	7508.23	1005550	417327.55	59
	82	CAPITAL OUTLAY - NEW										
	82 06	MACHINERY & EQUIPMENT	89583	.00	0	716664	12902.83	2	.00	1075000	1062097.17	1
	82 16	LAND	0	.00	0	0	19866.00	0	.00	0	19866.00-	0
	82 22	WATER SYSTEM	0	.00	0	0	.00	0	.00	0	.00	0
	82 30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0	.00	0
	82 38	DOM VA PWR WTR CONNECTION	0	.00	0	0	.00	0	.00	0	.00	0
	82 **	CAPITAL OUTLAY - NEW	89583	.00	0	716664	32768.83	5	.00	1075000	1042231.17	3
	83	CAPITAL OUTLAY										
	83 02	1.3 BOND DEBT PURCHASES	0	.00	0	0	.00	0	.00	0	.00	0
	83 **	CAPITAL OUTLAY	0	.00	0	0	.00	0	.00	0	.00	0
701 ** **		WATER	173376	5795.00	3	1387008	613483.05	44	7508.23	2080550	1459558.72	30
70 ** **		UTILITIES	173376	5795.00	3	1387008	613483.05	44	7508.23	2080550	1459558.72	30
DIV 5010		TOTAL *****										
		WATER CAPITAL OUTLAY	173376	5795.00	3	1387008	613483.05	44	7508.23	2080550	1459558.72	30
DEPT 50		TOTAL *****										
		WATER DEPARTMENT	325940	86811.60	27	2607520	1847376.05	71	7508.23	3911550	2056665.72	47

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												
	10	SALARIES AND WAGES												
	10 02	REGULAR	41105	34706.26	84	328840	276376.66	84	.00	493260	216883.34	56		
	10 04	OVERTIME	691	322.95	47	5528	3849.14	70	.00	8300	4450.86	46		
	10 **	SALARIES AND WAGES	41796	35029.21	84	334368	280225.80	84	.00	501560	221334.20	56		
	20	BENEFITS												
	20 02	FICA	3197	2484.83	78	25576	19907.92	78	.00	38370	18462.08	52		
	20 04	VA RETIREMENT SYSTEM	4121	2458.60	60	32968	19668.80	60	.00	49460	29791.20	40		
	20 06	GROUP MEDICAL INSURANCE	7204	4811.98	67	57632	46049.39	80	.00	86450	40400.61	53		
	20 08	GROUP LIFE INSURANCE	518	461.06	89	4144	3634.84	88	.00	6220	2585.16	58		
	20 18	VRS HYBRID EMPLOYER CONTR	0	1037.92	0	0	8202.70	0	.00	0	8202.70-	0		
	20 20	ICMA HYBRID EMPLOYER CONT	0	171.42	0	0	1045.00	0	.00	0	1045.00-	0		
	20 **	BENEFITS	15040	11425.81	76	120320	98508.65	82	.00	180500	81991.35	55		
	30	CONTRACTUAL SERVICES												
	30 08	MAINTENANCE SVC CONTRACTS	875	58.94	7	7000	2936.36	42	.00	10500	7563.64	28		
	30 14	MISC & PROFESSIONAL SVCS	1666	.00	0	13328	.00	0	.00	20000	20000.00	0		
	30 16	PHYSICALS	125	.00	0	1000	.00	0	.00	1500	1500.00	0		
	30 24	R & M GROUNDS, BLDGS, RDS	541	2203.21	407	4328	5524.62	128	.00	6500	975.38	85		
	30 **	CONTRACTUAL SERVICES	3207	2262.15	71	25656	8460.98	33	.00	38500	30039.02	22		
	50	OTHER CHARGES												
	50 02	ELECTRICAL SERVICES	31250	101774.05	326	250000	231038.01	92	.00	375000	143961.99	62		
	50 04	HEATING SERVICES	291	2251.72	774	2328	3660.24	157	.00	3500	160.24-	105		
	50 08	TELECOMMUNICATIONS	833	644.10	77	6664	6304.88	95	.00	10000	3695.12	63		
	50 10	PROPERTY INSURANCE	800	.00	0	6400	7275.00	114	.00	9600	2325.00	76		
	50 12	MOTOR VEHICLE INSURANCE	166	.00	0	1328	1537.20	116	.00	2000	462.80	77		
	50 18	GENERAL LIABILITY INSUR	375	.00	0	3000	3450.00	115	.00	4500	1050.00	77		
	50 24	SUBSISTANCE & LODGING	83	.00	0	664	.00	0	.00	1000	1000.00	0		
	50 26	CONVENTIONS & EDUCATIONS	250	.00	0	2000	2098.00	105	.00	3000	902.00	70		
	50 28	DUES & ASSOC MEMBERSHIPS	41	.00	0	328	.00	0	.00	500	500.00	0		
	50 30	REFUNDS	62	.00	0	496	.00	0	.00	750	750.00	0		
	50 32	MISCELLANEOUS	62	.00	0	496	.00	0	.00	750	750.00	0		
	50 64	SAMPLE TESTING	916	.00	0	7328	5372.57	73	.00	11000	5627.43	49		
	50 66	FEES PAID TO COMMONWEALTH	875	.00	0	7000	10347.00	148	.00	10500	153.00	99		
	50 67	SAMPLE TESTING / IN HOUSE	437	.00	0	3496	5023.80	144	.00	5250	226.20	96		
	50 68	PROFESSIONAL LICENSES	125	.00	0	1000	.00	0	.00	1500	1500.00	0		
	50 80	DEPRECIATION EXPENSE	0	.00	0	0	.00	0	.00	0	.00	0		
	50 86	AMORTIZATION EXPENSE	0	.00	0	0	.00	0	.00	0	.00	0		
	50 88	LOAN ISSUANCE COSTS	0	.00	0	0	98830.62	0	.00	0	98830.62-	0		
	50 90	EOP ENVIRON. SAMPLING	416	.00	0	3328	.00	0	.00	5000	5000.00	0		
	50 98	GRATITUDE PAY	0	.00	0	0	.00	0	.00	0	.00	0		
	50 99	FEMA	0	.00	0	0	.00	0	.00	0	.00	0		
	50 **	OTHER CHARGES	36982	104669.87	283	295856	374937.32	127	.00	443850	68912.68	85		

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.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT	

70			UTILITIES											
702			SEWER											
	60		MATERIALS & SUPPLIES											
	60	02	OFFICE SUPPLIES	504	399.90	79	4032	1498.42	37	.00	6050	4551.58	25	
	60	04	REPAIRS & MAINTENANCE	5250	5147.57	98	42000	13842.98	33	28376.26	63000	20780.76	67	
	60	06	FUELS & LUBRICANTS	1440	1998.64	139	11520	6785.07	59	.00	17290	10504.93	39	
	60	08	VEHICLE / EQUIP R&M	416	18.35	4	3328	2475.10	74	.00	5000	2524.90	50	
	60	10	UNIFORMS	583	560.36	96	4664	4738.72	102	125.20-	7000	2386.48	66	
	60	11	SAFETY EQUIP & PROGRAMS	416	.00	0	3328	1820.17	55	.00	5000	3179.83	36	
	60	14	OTHER OPERATING SUPPLIES	6066	889.86	15	48528	54102.88	112	.00	72800	18697.12	74	
	60	18	SUPPLIES	0	.00	0	0	.00	0	.00	0	.00	0	
	60	24	SMALL TOOLS	125	.00	0	1000	.00	0	.00	1500	1500.00	0	
	60	50	LABORATORY TEST EQUIP	2500	2497.89	100	20000	18491.33	93	2265.61	30000	9243.06	69	
	60	**	MATERIALS & SUPPLIES	17300	11512.57	67	138400	103754.67	75	30516.67	207640	73368.66	65	
	70		TRANSFER OUT											
	70	05	TO RESERVES	5743	.00	0	45944	.00	0	.00	68920	68920.00	0	
	70	**	TRANSFER OUT	5743	.00	0	45944	.00	0	.00	68920	68920.00	0	
	90		DEBT SERVICE											
	90	02	PRINCIPAL	0	.00	0	0	.00	0	.00	0	.00	0	
	90	04	INTEREST	11135	.00	0	89080	.00	0	.00	133620	133620.00	0	
	90	**	DEBT SERVICE	11135	.00	0	89080	.00	0	.00	133620	133620.00	0	
	91		DEBT SERVICE-2020A											
	91	02	PRINCIPAL	6423	.00	0	51384	77080.00	150	.00	77080	.00	100	
	91	04	INTEREST	5208	.00	0	41664	62441.70	150	.00	62500	58.30	100	
	91	**	DEBT SERVICE-2020A	11631	.00	0	93048	139521.70	150	.00	139580	58.30	100	
	92		DEBT SERVICE-SERIES 2022											
	92	02	PRINCIPAL	0	.00	0	0	.00	0	.00	0	.00	0	
	92	04	INTEREST	0	.00	0	0	23505.92	0	.00	0	23505.92-	0	
	92	**	DEBT SERVICE-SERIES 2022	0	.00	0	0	23505.92	0	.00	0	23505.92-	0	
702	**	**	SEWER	142834	164899.61	115	1142672	1028915.04	90	30516.67	1714170	654738.29	62	
70	**	**	UTILITIES	142834	164899.61	115	1142672	1028915.04	90	30516.67	1714170	654738.29	62	
DIV	5101		TOTAL *****											
			OPERATIONS	142834	164899.61	115	1142672	1028915.04	90	30516.67	1714170	654738.29	62	

FUND 050 WATER & SEWER FUND			DEPT/DIV 5102 SEWER			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										
705		RIVERVIEW PUMP STATION										
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	1083	1322.81	122	8664	5899.53	68	.00	13000	7100.47	45
	50 08	TELECOMMUNICATIONS	83	60.03	72	664	474.00	71	.00	1000	526.00	47
	50 **	OTHER CHARGES	1166	1382.84	119	9328	6373.53	68	.00	14000	7626.47	46
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	833	.00	0	6664	1299.14	20	.00	10000	8700.86	13
	60 **	MATERIALS & SUPPLIES	833	.00	0	6664	1299.14	20	.00	10000	8700.86	13
705	** **	RIVERVIEW PUMP STATION	1999	1382.84	69	15992	7672.67	48	.00	24000	16327.33	32
70	** **	UTILITIES	1999	1382.84	69	15992	7672.67	48	.00	24000	16327.33	32
DIV	5102	TOTAL *****										
		PUMP STATION	1999	1382.84	69	15992	7672.67	48	.00	24000	16327.33	32

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	1666	.00	0	13328	99684.41	748	2.38-	20000	79682.03-	498
	81 06	MACHINERY & EQUIPMENT	12770	12311.30	96	102160	15016.37	15	49999.57	153250	88234.06	42
	81 18	BUILDING	4250	.00	0	34000	.00	0	.00	51000	51000.00	0
	81 20	SEWER SYSTEM	131853	.00	0	1054824	754152.05	72	.00	1582240	828087.95	48
	81 30	IMPRVMNTS OTHER THAN BLDG	62500	.00	0	500000	6490.76	1	349840.00	750000	393669.24	48
	81 37	SCADA SYSTEM UPGRADE	29166	.00	0	233328	.00	0	.00	350000	350000.00	0
	81 40	ELECTRICAL	130683	.00	0	1045464	595444.15	57	.00	1568200	972755.85	38
	81 **	CAPITAL OUTLAY - REPLACE	372888	12311.30	3	2983104	1470787.74	49	399837.19	4474690	2604065.07	42
	82	CAPITAL OUTLAY - NEW										
	82 02	VEHICLE	0	.00	0	0	.00	0	.00	0	.00	0
	82 06	MACHINERY & EQUIPMENT	0	17909.00	0	0	137359.00	0	240197.00	0	377556.00-	0
	82 20	SEWER SYSTEM	57875	.00	0	463000	.00	0	.00	694500	694500.00	0
	82 30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0	.00	0
	82 **	CAPITAL OUTLAY - NEW	57875	17909.00	31	463000	137359.00	30	240197.00	694500	316944.00	54
	83	CAPITAL OUTLAY										
	83 02	1.3 BOND DEBT PURCHASES	0	.00	0	0	.00	0	.00	0	.00	0
	83 **	CAPITAL OUTLAY	0	.00	0	0	.00	0	.00	0	.00	0
702	** **	SEWER	430763	30220.30	7	3446104	1608146.74	47	640034.19	5169190	2921009.07	44
70	** **	UTILITIES	430763	30220.30	7	3446104	1608146.74	47	640034.19	5169190	2921009.07	44
DIV	5110	TOTAL *****										
		SEWER CAPITAL OUTLAY	430763	30220.30	7	3446104	1608146.74	47	640034.19	5169190	2921009.07	44
DEPT	51	TOTAL *****										
		SEWER DEPARTMENT	575596	196502.75	34	4604768	2644734.45	57	670550.86	6907360	3592074.69	48

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										
711			DISTRIBUTION										
	10		SALARIES AND WAGES										
	10	02	REGULAR	8850	6235.63	71	70800	53312.94	75	.00	106210	52897.06	50
	10	04	OVERTIME	275	35.78	13	2200	1647.08	75	.00	3300	1652.92	50
	10	**	SALARIES AND WAGES	9125	6271.41	69	73000	54960.02	75	.00	109510	54549.98	50
	20		BENEFITS										
	20	02	FICA	698	442.72	63	5584	3946.40	71	.00	8380	4433.60	47
	20	04	VA RETIREMENT SYSTEM	934	286.48	31	7472	2291.84	31	.00	11210	8918.16	20
	20	06	GROUP MEDICAL INSURANCE	1807	1242.00	69	14456	9054.40	63	.00	21690	12635.60	42
	20	08	GROUP LIFE INSURANCE	117	76.11	65	936	742.75	79	.00	1410	667.25	53
	20	18	VRS HYBRID EMPLOYER CONTR	0	327.22	0	0	3235.95	0	.00	0	3235.95-	0
	20	20	ICMA HYBRID EMPLOYER CONT	0	65.48	0	0	453.95	0	.00	0	453.95-	0
	20	**	BENEFITS	3556	2440.01	69	28448	19725.29	69	.00	42690	22964.71	46
	30		CONTRACTUAL SERVICES										
	30	08	MAINTENANCE SVC CONTRACTS	250	38.25	15	2000	267.75	13	.00	3000	2732.25	9
	30	16	PHYSICALS	25	72.50	290	200	72.50	36	.00	300	227.50	24
	30	30	GIS MAPPING UPDATES	416	16.76	4	3328	137.54	4	.00	5000	4862.46	3
	30	**	CONTRACTUAL SERVICES	691	127.51	19	5528	477.79	9	.00	8300	7822.21	6
	50		OTHER CHARGES										
	50	08	TELECOMMUNICATIONS	25	.00	0	200	23.73	12	.00	300	276.27	8
	50	24	SUBSISTANCE & LODGING	41	.00	0	328	.00	0	.00	500	500.00	0
	50	26	CONVENTIONS & EDUCATIONS	66	.00	0	528	.00	0	.00	800	800.00	0
	50	65	METER TESTING/REPLACEMENT	1250	.00	0	10000	740.00	7	.00	15000	14260.00	5
	50	76	MISS UTILITY	54	20.48	38	432	162.77	38	.00	650	487.23	25
	50	98	GRATITUDE PAY	0	.00	0	0	.00	0	.00	0	.00	0
	50	99	FEMA	0	.00	0	0	.00	0	.00	0	.00	0
	50	**	OTHER CHARGES	1436	20.48	1	11488	926.50	8	.00	17250	16323.50	5
	60		MATERIALS & SUPPLIES										
	60	02	OFFICE SUPPLIES	20	.00	0	160	12.49	8	.00	250	237.51	5
	60	04	REPAIRS & MAINTENANCE	4166	2951.19	71	33328	26641.75	80	1525.30	50000	21832.95	56
	60	06	FUELS & LUBRICANTS	775	174.92	23	6200	2914.14	47	.00	9300	6385.86	31
	60	08	VEHICLE & EQUIP R&M	520	836.99	161	4160	2041.66	49	.00	6250	4208.34	33
	60	10	UNIFORMS	216	108.56	50	1728	779.50	45	.00	2600	1820.50	30
	60	11	SAFETY EQUIP & PROGRAMS	108	.00	0	864	182.10	21	.00	1300	1117.90	14
	60	25	SMALL EQUIPMENT	116	.00	0	928	629.92	68	.00	1400	770.08	45
	60	**	MATERIALS & SUPPLIES	5921	4071.66	69	47368	33201.56	70	1525.30	71100	36373.14	49
	81		CAPITAL OUTLAY - REPLACE										
	81	06	MACHINERY & EQUIPMENT	0	.00	0	0	.00	0	.00	0	.00	0
	81	**	CAPITAL OUTLAY - REPLACE	0	.00	0	0	.00	0	.00	0	.00	0
	82		CAPITAL OUTLAY - NEW										
	82	06	MACHINERY & EQUIPMENT	0	.00	0	0	.00	0	.00	0	.00	0
	82	**	CAPITAL OUTLAY - NEW	0	.00	0	0	.00	0	.00	0	.00	0

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										
711			DISTRIBUTION										
711	**	**	DISTRIBUTION	20729	12931.07	62	165832	109291.16	66	1525.30	248850	138033.54	45
712			COLLECTION										
10			SALARIES AND WAGES										
10	02		REGULAR	8850	6235.65	71	70800	53224.37	75	.00	106210	52985.63	50
10	04		OVERTIME	275	35.76	13	2200	1370.84	62	.00	3300	1929.16	42
10	**		SALARIES AND WAGES	9125	6271.41	69	73000	54595.21	75	.00	109510	54914.79	50
20			BENEFITS										
20	02		FICA	698	442.63	63	5584	3945.65	71	.00	8380	4434.35	47
20	04		VA RETIREMENT SYSTEM	934	286.48	31	7472	2291.84	31	.00	11210	8918.16	20
20	06		GROUP MEDICAL INSURANCE	1807	1242.00	69	14456	9054.40	63	.00	21690	12635.60	42
20	08		GROUP LIFE INSURANCE	117	76.05	65	936	742.35	79	.00	1410	667.65	53
20	18		VRS HYBRID EMPLOYER CONTR	0	327.20	0	0	3235.69	0	.00	0	3235.69	0
20	20		ICMA HYBRID EMPLOYER CONT	0	65.40	0	0	453.41	0	.00	0	453.41	0
20	**		BENEFITS	3556	2439.76	69	28448	19723.34	69	.00	42690	22966.66	46
30			CONTRACTUAL SERVICES										
30	08		MAINTENANCE SVC CONTRACTS	125	38.25	31	1000	1017.75	102	.00	1500	482.25	68
30	16		PHYSICALS	25	72.50	290	200	72.50	36	.00	300	227.50	24
30	26		IT NETWRK/WEBSITE SUPPORT	48	47.83	100	384	382.64	100	.00	570	187.36	67
30	30		GIS MAPPING UPDATES	416	16.75	4	3328	137.53	4	.00	5000	4862.47	3
30	**		CONTRACTUAL SERVICES	614	175.33	29	4912	1610.42	33	.00	7370	5759.58	22
50			OTHER CHARGES										
50	08		TELECOMMUNICATIONS	25	.00	0	200	23.73	12	.00	300	276.27	8
50	24		SUBSISTANCE & LODGING	41	.00	0	328	.00	0	.00	500	500.00	0
50	26		CONVENTIONS & EDUCATIONS	66	.00	0	528	.00	0	.00	800	800.00	0
50	76		MISS UTILITY	54	20.47	38	432	162.73	38	.00	650	487.27	25
50	98		GRATITUDE PAY	0	.00	0	0	.00	0	.00	0	.00	0
50	99		FEMA	0	.00	0	0	.00	0	.00	0	.00	0
50	**		OTHER CHARGES	186	20.47	11	1488	186.46	13	.00	2250	2063.54	8
60			MATERIALS & SUPPLIES										
60	02		OFFICE SUPPLIES	20	.00	0	160	12.50	8	.00	250	237.50	5
60	04		REPAIRS & MAINTENANCE	2916	2269.64	78	23328	9721.81	42	.00	35000	25278.19	28
60	06		FUELS & LUBRICANTS	775	174.92	23	6200	2914.14	47	.00	9300	6385.86	31
60	08		VEHICLE & EQUIP R&M	520	827.61	159	4160	2377.65	57	.00	6250	3872.35	38
60	10		UNIFORMS	208	108.60	52	1664	779.55	47	.00	2500	1720.45	31
60	11		SAFETY EQUIP & PROGRAMS	108	.00	0	864	182.10	21	.00	1300	1117.90	14
60	25		SMALL EQUIPMENT	108	.00	0	864	364.38	42	.00	1300	935.62	28
60	**		MATERIALS & SUPPLIES	4655	3380.77	73	37240	16352.13	44	.00	55900	39547.87	29
81			CAPITAL OUTLAY - REPLACE										
81	06		MACHINERY & EQUIPMENT	0	.00	0	0	.00	0	.00	0	.00	0
81	30		IMPRVMNTS OTHER THAN BLDG	833	.00	0	6664	.00	0	.00	10000	10000.00	0
81	**		CAPITAL OUTLAY - REPLACE	833	.00	0	6664	.00	0	.00	10000	10000.00	0

FUND 050 WATER & SEWER FUND											
DEPT/DIV 5201 DISTRIBUTION & COLLECTION/OPERATIONS											
*****CURRENT***** YEAR-TO-DATE*****											
BA	ELE	OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET
SUB		SUB	DESCRIPTION								UNENCUMB. BALANCE
											% BDGT
71			DISTRIBUTION & COLLECTION								
712			COLLECTION								
	82		CAPITAL OUTLAY - NEW								
	82	06	MACHINERY & EQUIPMENT	0	.00	0	0	.00	0	.00	0
	82	**	CAPITAL OUTLAY - NEW	0	.00	0	0	.00	0	.00	0
712	**	**	COLLECTION	18969	12287.74	65	151752	92467.56	61	.00	227720
71	**	**	DISTRIBUTION & COLLECTION	39698	25218.81	64	317584	201758.72	64	1525.30	476570
DIV	5201		TOTAL *****								
			OPERATIONS	39698	25218.81	64	317584	201758.72	64	1525.30	476570
DEPT	52		TOTAL *****								
			DISTRIBUTION & COLLECTION	39698	25218.81	64	317584	201758.72	64	1525.30	476570

FUND 050 WATER & SEWER FUND			DEPT/DIV 9102 NON DEPARTMENT/NON DEPARTMENT									
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										
802		TRANSFER OUT										
	70	TRANSFER OUT										
	70 01	TO CEMETERY FUND	0	.00	0	0	.00	0	.00	0	.00	0
	70 02	WATER & SEWER FUND	0	.00	0	0	.00	0	.00	0	.00	0
	70 03	TO GENERAL FUND	0	.00	0	0	.00	0	.00	0	.00	0
	70 **	TRANSFER OUT	0	.00	0	0	.00	0	.00	0	.00	0
802	** **	TRANSFER OUT	0	.00	0	0	.00	0	.00	0	.00	0
80	** **	NON DEPARTMENT	0	.00	0	0	.00	0	.00	0	.00	0
DIV	9102	TOTAL *****										
		NON DEPARTMENT	0	.00	0	0	.00	0	.00	0	.00	0

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										
50	OTHER CHARGES										
50 31	PENALTY	0	.00	0	0	.00	0	.00	0	.00	0
50 88	LOAN ISSUANCE COSTS	0	.00	0	0	.00	0	.00	0	.00	0
50 **	OTHER CHARGES	0	.00	0	0	.00	0	.00	0	.00	0
90	DEBT SERVICE										
90 02	PRINCIPAL	0	.00	0	0	.00	0	.00	0	.00	0
90 04	INTEREST	0	.00	0	0	.00	0	.00	0	.00	0
90 **	DEBT SERVICE	0	.00	0	0	.00	0	.00	0	.00	0
91	DEBT SERVICE-2020A										
91 02	PRINCIPAL	0	.00	0	0	.00	0	.00	0	.00	0
91 04	INTEREST	0	.00	0	0	.00	0	.00	0	.00	0
91 **	DEBT SERVICE-2020A	0	.00	0	0	.00	0	.00	0	.00	0
701 ** **	WATER	0	.00	0	0	.00	0	.00	0	.00	0
702	SEWER										
50	OTHER CHARGES										
50 31	PENALTY	0	.00	0	0	.00	0	.00	0	.00	0
50 88	LOAN ISSUANCE COSTS	0	.00	0	0	.00	0	.00	0	.00	0
50 **	OTHER CHARGES	0	.00	0	0	.00	0	.00	0	.00	0
90	DEBT SERVICE										
90 02	PRINCIPAL	0	.00	0	0	.00	0	.00	0	.00	0
90 04	INTEREST	0	.00	0	0	.00	0	.00	0	.00	0
90 **	DEBT SERVICE	0	.00	0	0	.00	0	.00	0	.00	0
91	DEBT SERVICE-2020A										
91 02	PRINCIPAL	0	.00	0	0	.00	0	.00	0	.00	0
91 04	INTEREST	0	.00	0	0	.00	0	.00	0	.00	0
91 **	DEBT SERVICE-2020A	0	.00	0	0	.00	0	.00	0	.00	0
702 ** **	SEWER	0	.00	0	0	.00	0	.00	0	.00	0
70 ** **	UTILITIES	0	.00	0	0	.00	0	.00	0	.00	0
DIV 9104	TOTAL ***** DEBT SERVICE	0	.00	0	0	.00	0	.00	0	.00	0
DEPT 91	TOTAL ***** NON DEPARTMENT	0	.00	0	0	.00	0	.00	0	.00	0
FUND 050	TOTAL ***** WATER & SEWER FUND	945308	312372.98	33	7562464	4724718.83	63	679584.39	11344440	5940136.78	48

FUND 060 AGENCY / DONATION FUND			DEPT/DIV 9102 NON DEPARTMENT/NON DEPARTMENT										
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										
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	0	.00	0	0	.00	0	.00	0	.00	0
	60	**	MATERIALS & SUPPLIES	0	.00	0	0	.00	0	.00	0	.00	0
	70		TRANSFER OUT										
	70	03	TO GENERAL FUND	0	.00	0	0	.00	0	.00	0	.00	0
	70	**	TRANSFER OUT	0	.00	0	0	.00	0	.00	0	.00	0
801	**	**	NON DEPARTMENTAL	0	.00	0	0	.00	0	.00	0	.00	0
80	**	**	NON DEPARTMENT	0	.00	0	0	.00	0	.00	0	.00	0
DIV	9102		TOTAL *****										
			NON DEPARTMENT	0	.00	0	0	.00	0	.00	0	.00	0
DEPT	91		TOTAL *****										
			NON DEPARTMENT	0	.00	0	0	.00	0	.00	0	.00	0
FUND	060		TOTAL *****										
			AGENCY / DONATION FUND	0	.00	0	0	.00	0	.00	0	.00	0

FUND 070 COMMUNITY IMPROV FUND			DEPT/DIV 4105 PUBLIC WORKS/AVOCA										
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										
	50		OTHER CHARGES										
	50	04	HEATING SERVICES	0	.00	0	0	.00	0	.00	0	.00	0
	50	34	MISCELLANEOUS REIMB	0	.00	0	0	.00	0	.00	0	.00	0
	50	**	OTHER CHARGES	0	.00	0	0	.00	0	.00	0	.00	0
	60		MATERIALS & SUPPLIES										
	60	04	REPAIRS & MAINTENANCE	0	.00	0	0	.00	0	.00	0	.00	0
	60	**	MATERIALS & SUPPLIES	0	.00	0	0	.00	0	.00	0	.00	0
602	**	**	PARKS, RECREAT & CULTURAL	0	.00	0	0	.00	0	.00	0	.00	0
60	**	**		0	.00	0	0	.00	0	.00	0	.00	0
DIV	4105		TOTAL *****										
			AVOCA	0	.00	0	0	.00	0	.00	0	.00	0

FUND 070 COMMUNITY IMPROV FUND											
DEPT/DIV 4106 PUBLIC WORKS/CULTURAL											
*****CURRENT***** YEAR-TO-DATE*****											
BA	ELE	OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET
SUB		SUB	DESCRIPTION								UNENCUMB. BALANCE
											% BDGT

60											
602			PARKS, RECREAT & CULTURAL								
	60		MATERIALS & SUPPLIES								
	60	04	REPAIRS & MAINTENANCE	0	.00	0	0	.00	0	.00	0
	60	**	MATERIALS & SUPPLIES	0	.00	0	0	.00	0	.00	0
602	**	**	PARKS, RECREAT & CULTURAL	0	.00	0	0	.00	0	.00	0
60	**	**		0	.00	0	0	.00	0	.00	0
DIV	4106		TOTAL *****								
			CULTURAL	0	.00	0	0	.00	0	.00	0
DEPT	41		TOTAL *****								
			PUBLIC WORKS	0	.00	0	0	.00	0	.00	0

FUND 070 COMMUNITY IMPROV FUND			DEPT/DIV 7501 ACQUIRE RENOVATE SELL PRJ/ACQUIRE RENOVATE SELL PR									
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										
805		ACQUIRE RENOVATE SELL PRG										
	30	CONTRACTUAL SERVICES										
	30 14	MISC & PROFESSIONAL SVCS	0	.00	0	0	.00	0	.00	0	.00	0
	30 **	CONTRACTUAL SERVICES	0	.00	0	0	.00	0	.00	0	.00	0
805 ** **		ACQUIRE RENOVATE SELL PRG	0	.00	0	0	.00	0	.00	0	.00	0
80 ** **		NON DEPARTMENT	0	.00	0	0	.00	0	.00	0	.00	0
DIV 7501		TOTAL *****										
		ACQUIRE RENOVATE SELL PRG	0	.00	0	0	.00	0	.00	0	.00	0
DEPT 75		TOTAL *****										
		ACQUIRE RENOVATE SELL PRJ	0	.00	0	0	.00	0	.00	0	.00	0

FUND 070 COMMUNITY IMPROV 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										
50	OTHER CHARGES										
50 32	MISCELLANEOUS	0	.00	0	0	.00	0	.00	0	.00	0
50 82	CDBG GRANT EXPENSES	0	.00	0	0	.00	0	.00	0	.00	0
50 83	TOWN LOAN POOL EXPENSES	0	.00	0	0	.00	0	.00	0	.00	0
50 85	USDA RBEG GRANT	0	.00	0	0	.00	0	.00	0	.00	0
50 **	OTHER CHARGES	0	.00	0	0	.00	0	.00	0	.00	0
801 ** **	NON DEPARTMENTAL	0	.00	0	0	.00	0	.00	0	.00	0
802	TRANSFER OUT										
70	TRANSFER OUT										
70 03	TO GENERAL FUND	0	.00	0	0	.00	0	.00	0	.00	0
70 **	TRANSFER OUT	0	.00	0	0	.00	0	.00	0	.00	0
802 ** **	TRANSFER OUT	0	.00	0	0	.00	0	.00	0	.00	0
80 ** **	NON DEPARTMENT	0	.00	0	0	.00	0	.00	0	.00	0
DIV 9102	TOTAL *****										
	NON DEPARTMENT	0	.00	0	0	.00	0	.00	0	.00	0

FUND 070 COMMUNITY IMPROV FUND											
DEPT/DIV 9103 NON DEPARTMENT/CAPITAL OUTLAY											
*****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										
82	CAPITAL OUTLAY - NEW										
82 30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	.00	0	.00	0	.00	0
82 **	CAPITAL OUTLAY - NEW	0	.00	0	0	.00	0	.00	0	.00	0
801 ** **	NON DEPARTMENTAL	0	.00	0	0	.00	0	.00	0	.00	0
80 ** **	NON DEPARTMENT	0	.00	0	0	.00	0	.00	0	.00	0
DIV 9103	TOTAL *****										
	CAPITAL OUTLAY	0	.00	0	0	.00	0	.00	0	.00	0
DEPT 91	TOTAL *****										
	NON DEPARTMENT	0	.00	0	0	.00	0	.00	0	.00	0
FUND 070	TOTAL *****										
	COMMUNITY IMPROV FUND	0	.00	0	0	.00	0	.00	0	.00	0

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	1436.52	115	10000	9158.09	92	.00	15000	5841.91	61
10 04	OVERTIME	83	257.89	311	664	976.19	147	.00	1000	23.81	98
10 **	SALARIES AND WAGES	1333	1694.41	127	10664	10134.28	95	.00	16000	5865.72	63
20	BENEFITS										
20 02	FICA	102	119.57	117	816	710.01	87	.00	1230	519.99	58
20 04	VA RETIREMENT SYSTEM	133	.00	0	1064	.00	0	.00	1600	1600.00	0
20 06	GROUP MEDICAL INSURANCE	145	315.68	218	1160	1723.14	149	.00	1750	26.86	99
20 08	GROUP LIFE INSURANCE	16	20.78	130	128	124.87	98	.00	200	75.13	62
20 18	VRS HYBRID EMPLOYER CONTR	0	136.31	0	0	847.18	0	.00	0	847.18-	0
20 20	ICMA HYBRID EMPLOYER CONT	0	31.71	0	0	142.40	0	.00	0	142.40-	0
20 **	BENEFITS	396	624.05	158	3168	3547.60	112	.00	4780	1232.40	74
30	CONTRACTUAL SERVICES										
30 36	MOWING CONTRACT	2083	.00	0	16664	10530.00	63	.00	25000	14470.00	42
30 **	CONTRACTUAL SERVICES	2083	.00	0	16664	10530.00	63	.00	25000	14470.00	42
50	OTHER CHARGES										
50 32	MISCELLANEOUS	0	.00	0	0	.00	0	.00	0	.00	0
50 34	MISCELLANEOUS REIMB	0	.00	0	0	.00	0	.00	0	.00	0
50 **	OTHER CHARGES	0	.00	0	0	.00	0	.00	0	.00	0
60	MATERIALS & SUPPLIES										
60 04	REPAIRS & MAINTENANCE	833	420.90	51	6664	516.80	8	.00	10000	9483.20	5
60 60	OPENING/CLOSING GRAVES	125	.00	0	1000	.00	0	.00	1500	1500.00	0
60 **	MATERIALS & SUPPLIES	958	420.90	44	7664	516.80	7	.00	11500	10983.20	5
70	TRANSFER OUT										
70 01	TO CEMETERY RESERVE	2270	.00	0	18160	.00	0	.00	27250	27250.00	0
70 **	TRANSFER OUT	2270	.00	0	18160	.00	0	.00	27250	27250.00	0
81	CAPITAL OUTLAY - REPLACE										
81 06	MACHINERY & EQUIPMENT	0	.00	0	0	.00	0	.00	0	.00	0
81 **	CAPITAL OUTLAY - REPLACE	0	.00	0	0	.00	0	.00	0	.00	0
82	CAPITAL OUTLAY - NEW										
82 06	MACHINERY & EQUIPMENT	4000	.00	0	32000	39780.00	124	.00	48000	8220.00	83
82 **	CAPITAL OUTLAY - NEW	4000	.00	0	32000	39780.00	124	.00	48000	8220.00	83
603 ** **	CEMETERY	11040	2739.36	25	88320	64508.68	73	.00	132530	68021.32	49
60 ** **		11040	2739.36	25	88320	64508.68	73	.00	132530	68021.32	49
DIV 0000	TOTAL *****	11040	2739.36	25	88320	64508.68	73	.00	132530	68021.32	49
DEPT 00	TOTAL *****										

FUND 090 CEMETERY FUND			DEPT/DIV 0000									
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										
			11040	2739.36	25	88320	64508.68	73	.00	132530	68021.32	49

FUND 090 CEMETERY FUND			DEPT/DIV 9102 NON DEPARTMENT/NON DEPARTMENT									
BA ELE OBJ		ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
<hr/>												
80		NON DEPARTMENT										
802		TRANSFER OUT										
	70	TRANSFER OUT										
	70 02	WATER & SEWER FUND	0	.00	0	0	.00	0	.00	0	.00	0
	70 **	TRANSFER OUT	0	.00	0	0	.00	0	.00	0	.00	0
802 ** **		TRANSFER OUT	0	.00	0	0	.00	0	.00	0	.00	0
80 ** **		NON DEPARTMENT	0	.00	0	0	.00	0	.00	0	.00	0
DIV 9102		TOTAL *****										
		NON DEPARTMENT	0	.00	0	0	.00	0	.00	0	.00	0
DEPT 91		TOTAL *****										
		NON DEPARTMENT	0	.00	0	0	.00	0	.00	0	.00	0
FUND 090		TOTAL *****										
		CEMETERY FUND	11040	2739.36	25	88320	64508.68	73	.00	132530	68021.32	49
GRAND		TOTAL *****										
			1530700	793586.15	52	12245600	8860312.70	72	791248.07	18370260	8718699.23	53

Town of Altavista
Investment and Deposit Totals
Balance as of February 28, 2023



General Fund Reserves

<i>Money Market Account</i>	4,318,356.56	
<i>Certificate of Deposit</i>	3,074,543.22	
<i>LGIP</i>	5,788,068.83	
Sub-Total		\$ 13,180,968.61

Enterprise Fund Reserves

<i>Money Market Account</i>	2,829,302.16	
<i>Certificate of Deposit</i>		
<i>LGIP</i>	2,620,032.34	
Sub-Total		\$ 5,449,334.50

Highway Fund

<i>Money Market Account</i>	57,350.00	
<i>Certificate of Deposit</i>	0.00	
<i>LGIP</i>	1,031,368.02	
Sub-Total		\$ 1,088,718.02

Green Hill Cemetery

<i>Money Market Account</i>	79,541.98	
<i>Certificate of Deposit</i>	641,864.74	
<i>LGIP</i>	79,153.07	
Sub-Total		\$ 800,559.79

AEDA

<i>Money Market Account</i>	0.00	
<i>Certificate of Deposit</i>	0.00	
<i>LGIP</i>	236,031.50	
Sub-Total		\$ 236,031.50

Federal Forfeiture Account \$0.00

State Forfeiture Account \$7,948.76

Operating Cash Account \$ 3,726,760.91

Grand Total Investments and Deposits \$ 24,490,322.09

Designated Balance \$ 17,471,070.83

Undesignated Balance \$ 7,019,251.26

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	3,073,782.00
CIP Items Earmarked for Future Purchase	411,220.00
Park Improvements as designated by Roberta F. Jenks' Estate	48,968.32
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 \$ 11,611,051.85

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
March 14, 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 February 2023 meetings.

Regular Meeting - February 14th

Work Session - February 28th

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. Town Council RM Minutes 2.14.23](#)

[attachment 2. Council WS 2.28.23](#)

Town Council Regular Meeting - February 14th, 2023

The Altavista Town Council held their February 2023 Regular Meeting in Council Chambers of the Town Hall/J.R. Burgess Municipal Building, 510 Seventh Street, on Tuesday, February 14th, 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. Tracy Emerson
Mr. Timothy George
Dr. Scott Lowman
Mayor Michael Mattox
Absent: Mr. Wayne Mitchell
Mr. Jay Higginbotham

Town Staff present:

Mr. Gary Shanaberger, Town Manager
Mr. Mathew Perkins, Assistant Town Manager
Mrs. Tobie Shelton, Treasurer/Finance Director
Mr. Thomas Merricks, Altavista Chief of Police
Ms. Sharon D Williams, Community Development Director
Mr. Tom Fore, Public Services Director
Mr. Paul Hill, Assistant Public Services Director
Mr. Jeff Arthur, Public Works Manager
Mrs. Crystal Hailey, Assistant Town Clerk
Absent: Mr. John Eller, Town Attorney

Reverend Ed Soto, Altavista Presbyterian Church, gave the invocation on this evening.
After the invocation, Mayor Mattox led the meeting in the Pledge of Allegiance.

2. Agenda Adoption

Mayor Mattox asked Town Council if they had any questions, comments, or concerns in regard to the February 14th Town Council Meeting Agenda, of which there were none.

Councilman Tracy Emerson made a motion, seconded by Councilman Tim George, to approve the February 14, 2023, Altavista Town Council Meeting Agenda as presented.
Motion carried.

Vote:	Mr. Tracy Emerson	Yes
	Vice Mayor Reggie Bennett	Yes
	Mayor Mike Mattox	Yes
	Mr. Tim George	Yes
	Dr. Scott Lowman	Yes

3. Recognitions and Presentations

Town of Altavista Personnel Changes:

- Milestone:
Mary Hall, Altavista Police Department, Administrative Assistant, 20yr anniversary
- New Hire:
Samuel Maddox, Water Treatment Plant, Trainee
- Departure:
None in January

4. Citizen's Time

- Keith Pieper, Altavista High School's Head Baseball Coach, and a member of the Citizens for Altavista Baseball (CAB) organization, informed Town Council that the CAB recently purchased a building to be used for equipment storage, and potentially to also be utilized as a changing area for baseball players.

Town Council Regular Meeting - February 14th, 2023

Mr. Pieper asked for Council's consideration to allow the building to be placed beside the batting cages at War Memorial Park. He stated that no utilities would be required for the building, and future maintenance of the building would be taken care of by the Altavista Baseball Program or the CAB.

Town Manager Gary Shanaberger informed the Town Council that Staff was currently working on the maintenance agreement between the Town of Altavista and Campbell County regarding the War Memorial ballfields; and suggested Council wait for completion of the updated agreement before making a decision on this matter.

Town Council concurred with the Town Manager's recommendation.

Community Development Director Sharon D. Williams reminded Council and Mr. Pieper that the installation of the aforementioned building would also need to be in compliance with the Town's Zoning Ordinance and if so, required a Zoning Permit.

- In reference to one of the Consent Agenda items, Billy Booker Memorial Ballfields, Harriett Hardy, 1617 Melinda Drive, Altavista, shared her love for the Altavista ballfields being part of the War Memorial Park. She stated that many members of her family and several friends were military veterans, and she appreciated the recognition that the War Memorial Park showed the area veterans.

Ms. Hardy asked Council not to allow the ballfield's name to be changed, but to consider leaving them named as part of War Memorial Park.

- Betty Moorman, 900 16th Street, shared her concerns with the Altavista Post Office having several "substitute carriers" recently; resulting in the mail not being delivered to her area of Town until late in the evening. She also stated that her mailbox was located on her porch and the carriers were not picking up her outgoing mail.

Vice Mayor Bennett informed Ms. Moorman that the Altavista Post Office had a new "fulltime" carrier for her area, so she should not be experiencing any more issues.

5. Town & Community Partners - Updates

There were no updates on this date.

6. Consent Agenda

- TOA Monthly Financial Reports - January 2023
- Town Council Meeting Minutes
- William "Billy" Booker Memorial – baseball fields
- English Park Electrical Repairs
- Public Works - Surplus Request
- Springs Rehabilitation Project - Engineering Proposals
- UV System Replacement
- Pro AVR (Automated Vehicle Recognition) Program
- Development of the Altavista Housing Development Reserve
- Frazier Farm - Environmental Testing

There was a consensus of Town Council to remove the Billy Booker Memorial request from the Consent Agenda for further discussion.

Vice Mayor Reggie Bennett shared his appreciation for the many accomplishments of Mr. Booker. He stated there were many citizens that responded in opposition to the proposed memorial for Mr. Booker, not due to disliking him, but because they believed the ballfields should remain park of the War Memorial Park.

Mr. Bennett suggested the individuals that proposed renaming the ballfields, to consider having a park bench donated in Mr. Booker's honor.

Town Council Regular Meeting - February 14th, 2023

Councilman Tim George also spoke of citizens that contacted him with good things to say about Mr. Booker, but expressing opposition of renaming the ballfields. He read aloud an article from the American Legion website, stating “The Altavista War Memorial Park is dedicated to the residents of Altavista and surrounding areas that served in the United States military”.

After considerable discussion on the matter, Town Council elected to deny the request to rename the ballfields; and to keep the ballfield’s name as part of Altavista’s War Memorial Park

Councilman Tracy Emerson made a motion, seconded by Councilman Tim George, to approve the February 14, 2023, Consent Agenda as amended.

Motion carried.

Vote:	Mr. Tracy Emerson	Yes
	Vice Mayor Reggie Bennett	Yes
	Mayor Mike Mattox	Yes
	Mr. Tim George	Yes
	Dr. Scott Lowman	Yes

7. Public Hearings

There were no public hearings scheduled for this date.

8. New Business

A. Enterprise Fund - FY2024 Draft Operations Budget and FY2024-2028 Draft Capital Improvement Plan

Background:

Annually, Staff provides Town Council with a Draft Budget and Capital Improvement Plan that shows how resources are allocated for the delivery of public services. Budget preparation for fiscal year 2024 began in October 2023. Over the past several months, revenue forecasts have been made, department managers have submitted operational and capital requests, and local agencies and non-profits have submitted funding requests to create a draft budget for FY2024 and Draft CIP for FY2024-2028.

Finance Director Tobie Shelton delivered the draft documents to Town Council for their review and consideration during the FY2024 budget process. She informed Council that the draft budget included an increase in utilities (10% water & 5% sewer) as previously discussed and approved; and a proposed increase in utility connection and availability fees. She stated the draft budget did not include cost-of-living adjustments (COLA) to town employee pay/salaries or CIP items.

Ms. Shelton referenced the summary sheet that was added this year to Council’s budget review packets. She stated the new worksheet was intended to assist Council when making the important decisions they have during their budget discussions.

Ms. Shelton informed Town Council they would be receiving the General Fund’s FY2024 Draft Budget in March.

Mayor Mattox shared that he liked the new format for the proposed draft budgets. He thanked Ms. Shelton for her presentation.

Councilman George suggested the pier analysis, conducted with the recent the Draper Aden Report, be added to citizen’s utility bills, showing Altavista having the lowest utility costs compared to surrounding localities.

Vice Mayor Reggie Bennett suggested the same information also be shared on the Town’s website and social media page.

Public Services Director Tom Fore said he would send the Draper Aden Report to Council and to the appropriate Staff to be posted on the Town’s website and social media page.

Town Council Regular Meeting - February 14th, 2023

9. Unfinished Business

A. USDA Royal Development Pre-Grant Application

Background:
The Town of Altavista was looking for grant funding to assist with the estimated cost of \$5,500,000 for the Town’s Aeration Improvement Project. The USDA-RD (United States Department of Agriculture - Rural Development) provides the opportunity to obtain grant funding for Preliminary Engineering Reports (PER) and Environmental Reviews (ER).

Public Services Director Tom Fore informed Council that Staff was recently notified by the Department of Environmental Quality (DEQ) of the loan award for the Town’s Aeration Improvement Project. He stated that Staff was applying for a USDA-RD Grant to do a preliminary Engineering Report/Study and an Environmental Review; and therefore, needed Town Council’s approval of a Rural Development Application Resolution.

Councilman Tracy Emerson made a motion, seconded by Councilman Scott Lowman, to adopt the presented resolution and approve Staff to move forward with a USDA-RD Grant application.

Motion carried.

Vote:	Mr. Tracy Emerson	Yes
	Vice Mayor Reggie Bennett	Yes
	Mayor Mike Mattox	Yes
	Mr. Tim George	Yes
	Dr. Scott Lowman	Yes

RESOLUTION BY THE ALTAVISTA TOWN COUNCIL
OF THE TOWN OF ALTAVISTA, VIRGINIA

The Town Council of the Town of Altavista, Virginia, consisting of seven members, in a duly called meeting held on the 14th day of February 2023, at which a quorum was present, resolved as follows:

BE IT HEREBY RESOLVED, that in order to facilitate obtaining financial assistance from the United States of America, United States Department of Agriculture, Rural Development (the Government) in the development of a Preliminary Engineering Report (PER) and Environmental Report (ER) for improvements at the Wastewater Treatment Plant (WWTP); to serve the community, the Governing Body does hereby adopt and abide by all covenants contained in the agreements, documents, and forms required by the Government to be executed.

BE IT FURTHER RESOLVED, the Town Manager, of the Town of Altavista, be authorized to execute on behalf of the Town of Altavista, the above referenced agreements, documents, and forms and to execute such other documents including, but not limited to, debt instruments, security instruments, and/or grant agreements as may be required in obtaining the said financial assistance. This Resolution is hereby entered into the permanent minutes of the meetings of this Council.

10. January 2023 Departmental Reports, Project Updates, and Communications

- Utilities – Project Updates
- TOA Financial Reports
- Community Development Report
- Public Services Monthly Report
- Altavista Police Department Reports
- Town Council Monthly Meeting Calendars-February and March

Departmental Reports and Council Meeting Calendars were delivered to Town Council with their February 14th Meeting Agenda Pre-Packet.

Mayor Mattox asked the Town Manager and Department Directors if they had any project updates or comments pertaining to their monthly reports.

Town Council Regular Meeting - February 14th, 2023

- Town Manager Gary Shanaberger informed Town Council that the 2023 Uncle Billy's Day event had been cancelled, due to the lack of time for adequate preparation and a lack of the sufficient number of volunteers needed for such an event.
- Assistant Town Manager Matt Perkins gave Council updates for two ongoing projects:

Mr. Perkins referenced the recently approved Altavista Housing Development Reserve Fund, and the ability to use the funds as leverage for grant opportunities. He informed Council there had been a recent opportunity to do so, and Staff applied for the grant.

Mr. Perkins said Staff should find out results from the grant application in the next couple of weeks, and he would keep Council updated on its progress.

Mr. Perkins also referenced the (blue) wayfinding signs on RT. 29, and informed Council that the English Park, Dalton's Landing, and Avoca logos for Altavista "attractions" were in production and would be added to the signs soon.

- Community Development Director Sharon Williams referenced the Town's recently submitted application for a Community Development Block Grant – a planning grant for the Moseley Heights area of Altavista. She informed Council that the pre-planning stage of the grant process required the Town to survey the Moseley Heights neighborhood for citizen input on what they think their neighborhood needed.

Ms. Williams stated the Town was required to obtain a 90% return rate on the surveys distributed to the Moseley Heights citizens. She informed Council that a group of Staff members and volunteers would be visiting Moseley Heights on Saturday, February 18th, to acquire as many surveys as they could. She invited Council members and Staff members, that were available that day, to join the group.

11. Matters from Council

- Vice Mayor Reggie Bennett asked that "Code of Ethics Training" be added to the agenda of Town Council's 2023 Retreat/Work Session.

Town Manager Gary Shanaberger stated Town Council Retreats were usually held every two years, and unless otherwise directed by Council, the next one was scheduled for 2024

Under the suggestion of Vice Mayor Bennett, the Town Council was in consensus for Staff to investigate what small-scale training options were available for Town Council to participate in this year, and also add the item to the retreat agenda for 2024.

- Councilman Tracy Emerson referenced the Spark Innovation Center's recent grand opening, and stated that he believed it was a successful event.

Assistant Town Manager Matt Perkins informed Council that, as of that afternoon, all four offices in the Spark Center were officially rented.

- Mayor Mattox reminded everyone of the following dates:
 - Monday, Feb. 20th - Town Offices will be CLOSED in observance of President's Day
 - Tuesday, February 28th - Town Council Work Session, starting at 5pm

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)(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

Town Council Regular Meeting - February 14th, 2023

The motion was made by Vice Mayor Reggie Bennett, seconded by Councilman Tracy Emerson.

Motion carried.

VOTE:	Dr. Scott Lowman	Yes	Vice Mayor Reggie Bennett	Yes
	Mr. Timothy George	Yes	Mr. Tracy Emerson	Yes
	Mayor Michael Mattox	Yes		

Town Council went into Closed Session at 6:40 p.m.
Notice was given that Council was back in regular session at 7:25 p.m.

FOLLOWING CLOSED SESSION:

A motion was made by Vice Mayor Reggie Bennett, seconded by Councilman Tracy Emerson, 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	Yes	Vice Mayor Reggie Bennett	Yes
	Mr. Timothy George	Yes	Mr. Tracy Emerson	Yes
	Mayor Michael Mattox	Yes		

Town Manager Gary Shanaberger informed Staff that the Altavista Town Council did not make any official actions as a result of their Closed Session.

13. Adjournment

Mayor Mattox asked if there was anything else to bring before Town Council or any additional comments or concerns from Council, of which there were none.

Mayor Mattox adjourned the meeting at 7:35 p.m.

Michael Mattox, Mayor

Gary Shanaberger, Town Clerk,
Town Manager

Town Council Work Session, Tuesday, February 28, 2023

The February 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, February 28th, at 5:00 PM.

Mayor Mike Mattox called the meeting to order and presided.

Town Council

Members present: Vice Mayor Reggie Bennett
Mr. Tracy Emerson
Mr. Timothy George
Mr. Jay Higginbotham
Mayor Michael Mattox
Mr. Wayne Mitchell

Absent: Dr. Scott Lowman

Also Present: Mr. Gary Shanaberger, Town Manager
Mr. Matthew Perkins, Asst. Town Manager
Mrs. Tobie Shelton, Treasurer/Finance Director
Mr. Donald Osborne, APD Police Officer
Ms. Sharon D. Williams, Community Development Director
Mr. Tom Fore, Public Services Director
Mr. Paul Hill, Asst. Public Services Director
Mr. Jeff Arthur, Public Works Manager
Mr. John Eller, Town Attorney
Mrs. Crystal Hailey, Assistant Town Clerk

1. Agenda Adoption

Mayor Mattox asked Town Council if they had any questions, comments, or concerns in regard to the February 2023 Work Session Agenda, of which there were none.

Councilman Tracy Emerson made a motion, seconded by Vice Mayor Reggie Bennett, to approve the agenda as presented.

Motion carried.

VOTE:	Mr. Wayne Mitchell	Yes
	Mr. Tracy Emerson	Yes
	Vice Mayor Reggie Bennett	Yes
	Mayor Mike Mattox	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Timothy George	Yes

2. Recognitions and Presentations

- Royal Oak Farm – Proposal for Soil Extraction

Due to recently being contacted by Royal Oak Farm, Councilman Tim George asked for this item to be placed on the agenda so that Town Council could receive information from Royal Oak pertaining to their desire to conduct soil extraction on a 100-acre parcel of land located at the north end of Altavista.

This item was informational only, for Town Council’s consideration.

Mr. Ben Leatherland, a Wetland Biologist with Hurt & Proffitt Engineering, presented Royal Oak’s proposal and gave Council an overview of their intentions for the property before, during, and after the project’s completion. He explained Royal Oak’s compost process: to combine extracted topsoil with their own compost product to create custom soil mixtures, used for storm water management and revegetation of roadway cuts.

As a visual reference, Mr. Leatherland shared photos and maps of the four parcels of the desired property being considered for this project. He and Royal Oak Farm’s owner, Ken Newman, answered questions from Town Council pertaining to the proposal.

Town Council Work Session, Tuesday, February 28, 2023

Vice Mayor Reggie Bennett shared his concerns of the potential for massive dust being produced by the soil extraction and affecting the surrounding area.

Mr. Newman stated his company kept water trucks onsite to manage the dust.

Mayor Mattox asked how the site would look after the project was complete, and if Royal Oak took any measures to ensure that their projects did not cause erosion issues.

Mr. Leatherland informed Council that Royal Oak staged large soil extraction projects in small increments called “cells”; and after extraction was completed in one cell, vegetation (grass and shrubs) was planted, or it was reforested with trees, in order to reduce erosion. He stated the areas are left in good condition, sometimes better than they were before; and any roads “cut in” for the project would remain for the town’s future use, such as an additional walking/biking trail.

Mr. Leatherland stated the town could also consider allowing the land to be used as a regional stormwater retention site for flood water.

Councilman George asked if this project had been approved by DEQ (Department of Environmental Quality) and the US Army Corp of Engineers.

Mr. Leatherland stated that the project was currently considered a “conceptual plan”, with three to five more years in the development stage. He explained, when a wetland boundary was mapped/defined, and then verified by the Corp of Engineers, the verification was only good for five (5) years; so, if the site was verified now, the verification would expire before Royal Oak started the project, therefore, if Altavista allowed the project, Royal Oak would wait one to two years before the project’s start date to verify the site with the Army Corp of Engineers; and accordingly would comply with the National Clean Water Act.

Vice Mayor Bennett referenced the proposed site being in a 100-year floodplain and asked if that would cause an issue if the property flooded.

Mr. Leatherland informed Council that the bottom elevation of each extraction cell would be nine feet above the water surface of the river. He stated that the existing forest between the proposed site and the river was one hundred (100) feet wide, which was a preferable buffer for such projects.

Councilman Mitchell referenced the creek that ran through the proposed site, which was considered a “wetland”, and asked if that was an issue.

Mr. Leatherland stated there were various thresholds for permitting sites with wetlands, and all of the parcels on the proposed site contained wetlands. He said, no matter what was done with the property, it would have to comply with the US Clean Water Act.

Vice Mayor Bennett asked the estimated timeframe of completion for this project.

Mr. Leatherland answered approximately 17yrs to extract soil from the two desired parcels

Mr. Bennett asked if Royal Oak was bonded; to which Mr. Newman, owner of Royal Oak Farm, stated that his company was currently bonded with Campbell County.

Councilman Mitchell asked Mr. Newman was interested in the Altavista site, instead of sites in Campbell County.

Mr. Newman stated that he currently had a project in Campbell County, but it involved a long route, with curvy roads, back to Royal Oak Farm. He said the site proposed in Altavista had easy access in and out and better roads to travel to and from the location.

Vice Mayor Bennett asked if the project trucks would track mud out onto the main road.

Town Council Work Session, Tuesday, February 28, 2023

Mr. Newman stated that his company laid gravel on any “dirt” roads used to enter project sites, so there was more dust than mud. He said, if any mud does get on a main road, he has a sweeper truck remove it.

Councilman Higginbotham stated that he believed planting trees instead of grass, after the project’s completion, would be ecologically better for the adjacent river.

Mr. Leatherland stated that trees were very beneficial to water quality because trees shade water, and cooler water holds more dissolved oxygen, which is good for fish; and also, tree roots help hold soil together and cause resistance to flood water, which deters erosion.

Mr. Higginbotham asked what would happen to this property after the soil extraction project was completed.

Mr. Newman stated the land would either be given to the Town of Altavista to maintain or to a land trust for nature conservancy.

Councilman George referenced the Altavista Planning Commission’s 2023 plan to update the town’s Zoning Ordinance. He stated that he believed soil extraction was being considered for removal.

Sharon Williams, Community Development Director and Planning Commission Secretary, stated that soil extraction was being considered for removal in the M-Industrial Zoning Districts. She reminded the Town Council that they had two public hearings scheduled for their March 14th meeting, one pertaining to this matter, and requested the matter not be discussed any further until that date, to which Council concurred.

Mayor Mattox stated the presentation regarding Royal Oak Farm’s proposal was very informative. He thanked Mr. Leatherland and Mr. Newman for attending the meeting.

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; of which there were none.

4. Unfinished Items (referred from a previous meeting)

4.1 Avoca - FY2024 Budget Request for Landscaping

Background: During Town Partners and Non-prophets annual budget request presentations, Avoca Museum’s Executive Director requested \$35,769 for landscaping in their FY2024 Draft Budget request. Public Services Director, Tom Fore was asked by Town Council to provide input on Avoca's fund request for landscaping.

Assistant Town Manager Matt Perkins informed Town Council that Staff was continuing to evaluate Avoca’s request, as well as the Town’s “base line” landscaping duties for town-owned properties, in order to present Council with the best information for making their budget decision. He stated that Staff would present this information at a future meeting.

4.2 WTP Sedimentation and Solids Handling Improvement Project – Bond Counsel

Background: Town Council asked Staff to proceed with procuring the necessary services that were needed to finance the Sedimentation and Solids Handling Project. The Virginia Department of Health required advertising for bond counsel according to their procurement guidelines. The Town followed the federal guidelines and sought out MBE/WBE Bond Counsel; and the Town received two proposals.

Public Services Director Tom Fore presented Staff’s recommendation to award Hutton, Andrews, and Kurth this project.

Town Council Work Session, Tuesday, February 28, 2023

Mayor Mattox asked Town Council if they had any questions in regard to this item, of which there were none.

Town Council accepted Staff's recommendation and gave a unanimous consensus to authorize this item to be placed on the March 14th Consent Agenda for approval.

4.3 WTP Sedimentation and Solids Handling Improvement Project – Engineer Services

Background: Town Council asked Staff to proceed with the procuring process needed to secure engineering services for the Sedimentation and Solids Handling Project. The Virginia Department of Health required advertising for Engineering Services, according to their procurement guidelines. The Town followed federal guidelines required for funding and sought out MBE/WBE Engineering Services; and two proposals were received.

Public Services Director Tom Fore stated, after Staff reviewed the two firms, and due to their capacity to handle working on the old equipment at the Water Treatment Plant, Staff recommended awarding Dewberry Engineering Inc. for engineering services for the Sedimentation and Solids Handling Project.

Town Council accepted Staff's recommendation and gave a unanimous consensus to authorize this item to be placed on the March 14th Consent Agenda for approval.

4.4 WTP Sedimentation and Solids Handling Improvement Project – VRA Financing

Explanation:

The Town of Altavista was recently awarded financing for their Sedimentation and Solids Handling Project from the Virginia Department of Health (VDH).

Public Services Director Tom Fore stated that Staff collaborated with RT Taylor, Davenport, to review the town's VRA financing options, and recommended the 30-year financing option for the Sedimentation and Solids Handling Project.

Town Council accepted Staff's recommendation and gave a unanimous vote to authorize this item to be placed on the March 14th Consent Agenda for approval.

5. New Items for Discussion

5.1 Donation-A-Week-Neighbor (DAWN) - Environmental Testing

Background: Stantec, Altavista's environmental consultant, completed a Vapor Intrusion Assessment (VIA) for DAWN of the former Moorefield Cleaners, located at 717 7th Street, Altavista. Contaminants were found that exceeded residential and industrial standards. Stantec recommended engineering controls (vapor intrusion mitigation system, vapor barrier) be implemented to protect site users.

Community Development Director Sharon D. Williams stated that Staff was seeking Town Council's approval to authorize Stantec to create a remediation plan for contaminants found at DAWN during the aforementioned Phase II Environmental Assessment; and to fund the work (up to \$20,000) under the town's Brownfields Grant.

Ms. Williams informed Council that the town had \$137,000 remaining in the Brownfields Grant, for the use of site assessments and/or project planning, however, the grant would expire on September 30, 2023. She stated, if all funds were not allocated by that time, the town may submit a request for an extension.

Mr. Williams said, once the plan was created, Stantec recommended the town apply for a remediation grant on behalf of DAWN, at an estimated cost of \$30,000. She stated that the remediation work must occur before DAWN could occupy the building.

Councilman Mitchell asked if there had been requests from any other businesses the town could assist with utilizing the funds from the Brownfields Grant.

Town Council Work Session, Tuesday, February 28, 2023

Ms. Williams answered, at that time, there had not been any other requests.

Town Council authorized Staff to utilize Altavista's Brownfields Grant for Stantec to create a remediation plan for contaminants found at DAWN's new location, 717 7th Street, not to exceed \$20,000; and to place this item on the March 14th Consent Agenda.

5.2 Altavista Planning Commission – 2022 Annual Report

Explanation: The Code of Virginia requires a Planning Commission to submit an annual report to their governing body, concerning the operations of the Commission and the status of planning within its jurisdiction.

Community Development Director Sharon D. Williams presented Town Council with a brief overview of the Planning Commission's 2022 Annual Report. She informed Council that John Jordan was re-elected as Chairman, and Marie Mitchell as Vice Chair.

Ms. Williams referenced some highlights from 2022:

- Updating Altavista's Comprehensive Plan
- A Grand Opening for the town's new Spark Innovation Center
- Establishing a new Strategic Housing Plan; including Altavista's Acquire-Renovate-Sell Program

With no questions from Town Council, Mayor Mattox thanked Ms. Williams for the 2022 Planning Commission Report.

5.3 Altavista Board of Zoning Appeals (BZA) - Annual Report

Explanation: The Code of Virginia requires a Planning Commission to submit an annual report to their governing body, concerning the operation of the Commission and the status of planning within its jurisdiction.

Community Development Director Sharon D. Williams presented Town Council with a brief overview of Altavista's Board of Zoning Appeals' 2022 Annual Report, and asked Council if they had any questions, concerns, or comments regarding the report.

There were no questions from Town Council regarding the 2022 BZA Annual Report. Mayor Mattox thanked Ms. Williams for the BZA report.

5.4 FY2024-2028 Capital Improvements Plan (CIP)

Background: Annually, the Town is required to adopt a budget prior to July 1st, the beginning of the new fiscal year. During the FY2023 budget process, it was the consensus of Town Council to receive the draft capital budget much earlier in the budget process, to allow Council more time to review the working document, to ensure it reflected changing community needs, priorities, and funding opportunities.

Assistant Town Manager Matt Perkins delivered FY2024-2028 draft CIP documents to Town Council for the following departments: Avoca, Public Works, and Park & Recreation; to be reviewed by Town Council during the FY2024 budget process, for consideration of approval.

There were no questions regarding the draft CIP documents from Council at this time.

6. Updates and Informational Items

There were no updates to present on this date.

7. Matters from Town Council

- Councilman Wayne Mitchell suggested the Town have a Grand Opening to celebrate the new loop portion of Eagle Trail, when the project was completed. Council concurred.

- Vice Mayor Reggie Bennett asked Staff for an update on when the installation of the new wayfinding signs for English Park’s Trail System would be complete.

Public Works Manager Jeff Arthur informed Town Council that he was in continuous contact with Cottle Designs, the company manufacturing the signs, and stated he would inform the Town Manager and Tom Fore when the signs were ready for installation, and they would keep Town Council updated on the progress of this project.

Vice Mayor Reggie Bennett expressed his concerns with the wayfinding sign for English Park taking such a long time to complete. He stated that town projects should be completed in a “reasonable and timely manner”, and suggested, in the future, making sure all town projects, big and small, contain a timeframe for completion in the contract between the town and the contractor.

Mayor Mattox thanked Town Staff for the hard work that they do every day for the Town of Altavista, and stated that he was confident in Staff’s efforts and due diligence.

8. Town Council Closed Session

The Altavista Town Council convened 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.

Section 2.2-3711 (A)(8) Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

A Motion was made by Vice Mayor Reggie Bennett, seconded by Councilman Tracy Emerson. Motion carried.

VOTE:	Mr. Wayne Mitchell	Yes	Vice Mayor Bennett	Yes
	Mr. Tracy Emerson	Yes	Mr. Jay Higginbotham	Yes
	Vice Mayor R. Bennett	Yes	Mr. Timothy George	Yes
	Mayor Mike Mattox	Yes		

Town Council went into Closed Session at 5:48 PM.
Notice was given that Council was back in regular session at 6:33 PM.

FOLLOWING CLOSED SESSION:

A motion was made by Vice Mayor Reggie Bennett, seconded by Councilman Wayne Mitchell, 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:	Mr. Wayne Mitchell	Yes	Vice Mayor Bennett	Yes
	Mr. Tracy Emerson	Yes	Mr. Jay Higginbotham	Yes
	Vice Mayor R. Bennett	Yes	Mr. Timothy George	Yes
	Mayor Mike Mattox	Yes		

Town Council Work Session, Tuesday, February 28, 2023

Notice was given to Staff by the Town Manager, that Town Council did not make any official actions as a result of this closed session.

9. Adjournment

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

The February 28th, 2023, Town Council Work Session was adjourned at 6:37 p.m.

Michael Mattox, Mayor of Altavista

Gary Shanaberger, Town Manager/Town Clerk



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 6.C

CONSENT AGENDA

Title: Bond Counsel for the Sedimentation and Solids Handling Project

Staff Resource: Tom Fore, Public Services, and Tobie Shelton, Finance Director

Action(s):

Staff recommends Hutton, Andrews, Kurth to do the Bond Counsel work for the Sedimentation and Solids Handling Project.

Explanation:

At their February 28th, 2023 Work Session, Town Council authorized Staff to place this item on the March 14th Consent Agenda - to award Hutton, Andrews, Kurth the bond counsel work for the WTP's Sedimentation and Solids Handling Project.

Background:

The Virginia Department of Health required advertising for bond counsel according to their procurement guidelines.

The Town of Altavista followed the procurement guidelines required for federal funding and sought out MBE/WBE Bond Counsel. The town received 2 (two) proposals and Staff recommended Hutton, Andrews, Kurth.

Funding Source(s):

VDH/VRA Funding, Included in the CIP 2023 request.

Attachments: *(click item to open)*

attachment. HAK Bond Council Proposal 1-30-2023

Request for Qualifications
Sedimentation and Solids Project
Evaluation of Submittals

Firm Name: Hunter Andrews Kurth

Date: 1/31/2023

- Introductory Information 5/5
- Experience/Overall Qualifications 10/10
- Experience with partner organizations (VRA, VDH, etc.) 10/10
- Team Leader Experience 8/10
- Fees Statement 8/10
- Timeline of Services 5/5

Total: 46/50

Request for Qualifications
Sedimentation and Solids Project
Evaluation of Submittals

Firm Name: Huntan Andrews Kurth

Date: 1/31/2023

- Introductory Information 5/5
- Experience/Overall Qualifications 10/10
- Experience with partner organizations (VRA, VDH, etc.) 10/10
- Team Leader Experience 9/10
- Fees Statement 9/10
- Timeline of Services 5/5

Total: 48/50

Request for Qualifications
Sedimentation and Solids Project
Evaluation of Submittals

Firm Name: HUNTON ANDREWS KURTH

Date: 1/31/23

- Introductory Information 5/5
- Experience/Overall Qualifications 10/10
- Experience with partner organizations (VRA, VDH, etc.) 10/10
- Team Leader Experience 9/10
- Fees Statement 8/10
- Timeline of Services 5/5

Total: 47/50

January 9, 2023

**Via Overnight Delivery
and Email**

Mr. Gary Shanaberger
Town Manager
Town of Altavista
510 Seventh Street
Altavista, Virginia 24517

**Re: Bond Counsel Services
Sedimentation and Solids Handling Improvement Project**

Dear Mr. Shanaberger:

Hunton Andrews Kurth LLP ("Hunton" or the "Firm") is pleased to submit this proposal to provide bond counsel services to the Town of Altavista (the "Town"), in connection with financing the Town's Sedimentation and Solids Handling Improvement Project. We have had the pleasure of serving as the Town's bond counsel since 1990, and we would welcome the opportunity to continue in that role. The Firm offers to the Town a Virginia law firm that can provide a unique combination of experience, quality work, expertise and trained personnel.

For more than 50 years, Hunton has been helping governmental entities finance their projects. During that time, we have acquired a wealth of experience and know-how that have enabled us to be seasoned practitioners of a complex craft, as well as trusted advisers navigating prudently through the rules and regulations that govern public finance. While we are pleased that our public finance work takes us to many states and enjoys a national stature, we are just as pleased that our Virginia practice, headquartered in Richmond, has always been the backbone of the Firm's Public Finance practice.

The Town's Plan

It is our understanding that the Town is undertaking various utility system projects that are expected to be financed through programs funded through the Virginia Resources Authority ("VRA").

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Our Proposal

1. Firm Qualifications and Bond Counsel Experience

Hunton was the first recognized bond counsel firm located in Virginia and has been listed in the so-called “Red Book,” the directory of recognized municipal bond attorneys, for more than 50 years. We have consistently been one of the top Virginia firms in public finance. Our expertise is reflected in the complicated transactions for which we have been hired throughout the U.S. and by the leadership positions of our public finance lawyers in several national organizations promoting improvements in public finance law. Many of our public finance lawyers have served in leadership roles in the National Association of Bond Lawyers.

In our more than five decades of public finance experience, Hunton has played a role in transactions with over 900 different bond issuers and has served as bond counsel or underwriter’s counsel in 32 states, as well as the District of Columbia and the U.S. Virgin Islands. Our lawyers have counseled states, local governments, water and sewer authorities, special authorities and housing agencies on all types of debt structures available to public bodies, including variable rate, credit enhanced, subject-to-appropriation financings and short-term transactions. Our public finance lawyers offer a full range of bond counsel services in all areas of tax-exempt and taxable financing, including general obligation bonds, enterprise revenue bonds, lease revenue bonds and commercial paper programs that finance a wide range of projects, such as water and sewer facilities, roads, parking facilities, airports, ports facilities, stadiums, arenas, convention centers, universities, schools, hospitals, affordable housing, prisons and public buildings. We regularly advise clients on various synthetic interest rate or swap obligations entered into in connection with bond financings and as stand-alone transactions.

While the geographical scope of our bond practice and the high-profile issues that we have handled are indicators of the Firm’s experience and wide acceptance in the marketplace, the Firm’s extensive bond counsel work with Virginia localities and authorities is most relevant for the Town’s needs. Our public finance practice has been concentrated in Virginia, where we have served more than 500 Virginia issuers of municipal bonds, including the Commonwealth of Virginia, state agencies, counties, cities, towns, industrial development authorities and miscellaneous authorities and districts. Financings for these clients have included virtually every purpose for which public bodies in Virginia are authorized to borrow money. Thus, we have acquired a solid understanding of the typical financing needs and requirements of Virginia localities and would be glad to bring that background to our representation of the Town.

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2. Proposed Team

We propose that **Christopher G. Kulp** continue to serve as the key contact for the Town's engagements. Mr. Kulp is a partner of the Firm, resident in the Richmond office, and has been engaged in the practice of public finance law for almost 30 years. During that time, he has gained extensive experience (whether serving as bond counsel, underwriter's counsel or bank counsel) in the areas of traditional municipal bond law, securities law, state and local government law, secondary and higher education finance and public-private partnerships. In the last several years, Mr. Kulp has served as bond counsel for over 50 different Virginia entities in financings ranging from stand-alone bond financings to program bond financings through pool issuers such as the VRA, the Virginia Public School Authority and VML/VACo Finance. He has been named for several years among the "Best Lawyers in America" for Public Finance Law.

Mr. Kulp will be assisted by associates, paralegals and other lawyers from the Richmond office, as needed. We feel that we can best serve your needs with a small team of lawyers, supported by a paralegal assistant. Thus, you will be assured that someone familiar with the Town's financings will always be available.

A copy of Mr. Kulp's resume is attached as **Attachment 1**.

3. Experience with Virginia Department of Health, Virginia Department of Environmental Quality and Virginia Resources Authority

Mr. Kulp and all of our lawyers have extensive experience working with local governments and authorities in connection with the various loan programs offered by the Virginia Department of Health and the Virginia Department of Environmental Quality, all administered by VRA. Since the creation of VRA in 1984, we have served as bond counsel in over 200 transactions for towns, cities, counties and service authorities in connection with loans from VRA. We maintain a close and continuing relationship with VRA personnel in Richmond and are in regular communication with them regarding the status of loans, changing VRA procedures and changes in municipal finance law. This experience enables us to move promptly and efficiently in meeting the Town's financing objectives.

We have provided as **Attachment 2** a representative list of transactions administered by VRA in which we have served as bond counsel in the past 10 years.

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4. Typical Timeframe for Completion

As bond counsel to the Town, we will assume the leading role in preparing and submitting all legal documents to officials of the Town. We will expect to work closely with VRA personnel, as well as with the Town officials and the Town Attorney, throughout the financing process. We typically draft all necessary public hearing notices, ordinances and resolutions of the Town, the form of the bond itself and the various closing certificates. We will review the VRA commitment letter and financing agreement prepared by VRA's counsel and will assist the Town in complying with all of the financing requirements set forth therein. If the Town chooses to put in place a new trust agreement for the issuance of utility revenue bonds, we will take the lead role in drafting such document.

We will coordinate the closing process and deliver our opinion approving the validity of the bonds and any other legal matters required by VRA. Upon conclusion of the bond financing, we will prepare for the Town a complete reference transcript of the legal documents.

The overall financing timeframe will vary depending on the scope of the project, the status of construction bids and any parity bond consents. Once the project bids have been received and the project budget finalized (because VRA will not typically close a loan until the bids are received and the project budget approved), we expect that the Town will be able to complete the financing process within a typical six to eight week time period. Some of this process can run concurrently with the bid process to shorten up the overall time period, if needed. We commit to working expeditiously so that the Town can obtain its financing from VRA in a timely manner.

Fees

Our philosophy has always been to provide the highest quality legal work at a fair price. We do not believe that cut-rate or below-market fees are in the long-term best interest of either the Town or the Firm. Law firms that engage in such pricing tactics inevitably will be less diligent in carrying out their responsibilities to justify their cut-rate fees. On occasion, such firms will intentionally quote a below-market fee to obtain the business and then use the leverage of the delivery of their bond counsel opinion to force the payment of a larger, and more realistic, fee. We do not engage in such tactics. We do understand, however, that legal fees are a sensitive matter and a legitimate concern of the Town. We try to provide to each of our clients a realistic assessment of the work that will be required and to provide fair estimates based on the issuer's financing plan. We are always happy to discuss fees before, during or after a transaction, and we look forward to discussing them with representatives of the Town as part of the selection process.

Mr. Gary Shanaberger
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Conclusion

We are pleased to submit our proposal and look forward to the opportunity to continue our relationship with the Town. If you have questions or if I may clarify any part of this proposal, please feel free to contact me at (804) 788-8742.

Very truly yours,



Christopher G. Kulp

Enclosures



Christopher G. Kulp

Partner

ckulp@HuntonAK.com

Richmond

+1 804 788 8742

SERVICES

Industries

Financial Services

Practices

Capital Markets and Securities

Public Finance

Colleges and Universities

EDUCATION

JD, University of Richmond School of Law, Senior Notes & Comments Editor, *University of Richmond Law Review*, McNeill Honor Society, 1992

BA, History and Classics, University of Virginia, Echols Scholar, 1988

BAR ADMISSIONS

Virginia

Chris's practice focuses on municipal bond finance, with emphasis in the areas of federal securities and tax law as well as state and local government law.

His representations include serving as bond counsel, disclosure counsel and issuer's counsel to numerous state, regional and local government entities as well as educational, senior living, cultural and other 501(c)(3) nonprofit entities. He has also represented financial and investment banking institutions as lender's counsel and underwriter's counsel for public finance transactions. During the course of providing such representations for almost 30 years, Chris has gained extensive experience with a broad array of financing structures and techniques and a variety of security structures, including not only traditional general obligation, utility revenue, lease revenue and other "subject-to-appropriation" financings but also special assessment, tax increment and other project-based financings.

Relevant Experience

- Assisted issuers in financing broad array of projects, including water and wastewater facilities, schools, universities, court facilities, parking facilities, public buildings and senior living communities.
- Served in bond counsel and underwriter's counsel roles on community development authority financings to provide public infrastructure in support of residential, commercial and retail developments.
- Represented multi-jurisdictional authorities financing various public facilities, such as utility systems, convention centers and regional jails.
- Worked on public/private financings to facilitate construction of school facilities, transportation improvements, and an outdoor arena, hotel and conference center.
- Assisted 501(c)(3) nonprofit entities navigate taxable/tax-exempt forward refunding structures, as well as transition from LIBOR-based loans to an alternative variable rate index.
- Served as bond counsel on the first Water Infrastructure Finance and Innovation Act (WIFIA) loan closed in Virginia.
- Worked with issuers as well as underwriters on implementing newer bond

structures, such as “Build America Bonds,” qualified school construction bonds, and recovery zone economic development bonds.

- Represented numerous issuers in financings through the various programs administered by the Virginia Resources Authority and the Virginia Public School Authority.

Memberships

- Member, National Association of Bond Lawyers
- Member, Virginia Local Government Attorneys Association
- Member, Bond Club of Virginia
- Co-Chair, Virginia Bar Association-Young Lawyers Division Central Virginia Pro Bono Hotline
- Member, City of Richmond Bar Association

Awards & Recognition

- Listed in *The Best Lawyers in America* for Public Finance Law, (2007-2023) and Project Finance Law (2023)
- Listed in *Virginia Super Lawyers* for Bonds/Government Finance, 2010-2015

Events

- Moderator, Are You Ready? Preparing for the New Frontier of Public Bargaining in Virginia, January 27, 2021
- Speaker, The Bonds Have Been Issued, Now What? Practical Suggestions on Post-Issuance Compliance and Navigating an IRS Audit, Governor’s Infrastructure Financing Conference sponsored by Virginia Resources Authority, Fall 2016
- Speaker, Municipal Bond Regulation – Navigating the New Municipal Advisor Rule and the SEC’s MCDC Initiative, Virginia Government Finance Officers Association, Fall 2014
- Speaker, Identifying Uses for Unspent Bond Proceeds, Virginia State Non-Arbitrage Program (“SNAP”), Fall 2014
- Speaker, Navigating Through Post-Issuance Responsibilities and an IRS Audit: The Winchester Experience, Governor’s Infrastructure Financing Conference sponsored by Virginia Resources Authority, Fall 2014
- Speaker, Fast Break to Financing Fundamentals – Public Finance Basics for Cities, Counties and Towns, Virginia Local Government Attorneys Association, Spring 2014
- Speaker, Post-Issuance Compliance, Virginia Resources Authority (Community Investment Workshop Series), Spring 2012, Fall 2013
- Speaker, Why Post-Issuance Compliance Matters in Tax-Exempt Bond Financings, Virginia Government Finance Officers Association, Fall 2011
- Speaker, The Contract Exception to Sovereign Immunity and the Public Finance Connection, Virginia Local Government Attorneys Association, Fall 2011
- Speaker, Alternative Financing Mechanisms, Virginia Municipal League Annual Conference, Fall 2009

- Speaker, Post Issuance Compliance - Staying Out of Trouble After the Bonds are Issued, Virginia Government Finance Officers Association, Fall 2009
- Speaker, The Stimulus Act of 2009: Structures, Strategies and Opportunities, Virginia Government Finance Officers Association, Spring 2009

Representative Public Finance Transactions

Issuer	Close Date	Amount	Name of Bond	Firm Role
Fairfax, Va., City of	11/16/2022	\$12,610,000	Taxable Sewer System Revenue Bond, Series 2022	Bond Counsel
Montgomery County Public Service Authority	7/14/2022	\$7,164,626	Taxable Water and Sewer System Revenue Bond, Series 2022	Bond Counsel
Campbell County Utilities & Service Authority	6/23/2022	\$770,000	Taxable Water and Sewer System Revenue Bond	Bond Counsel
Chesapeake Airport Authority	6/21/2022	\$4,500,000	Airport Revenue Bond, Series 2022	Bond Counsel
Winchester, City of, Virginia	5/25/2022	\$6,985,000	Taxable Water and Sewer System Revenue Bond, Series 2022	Bond Counsel
Salem, Virginia, City of	3/29/2022	\$2,320,437	General Obligation Public Improvement Bond, Series 2022	Bond Counsel
Frederick-Winchester Service Authority	2/3/2022	\$39,000,000	Third Allonge Dated 02/03/2022 to Taxable Sewer System Revenue Bond, Series 2007 (Parkins Mill System)	Bond Counsel
Frederick-Winchester Service Authority	2/3/2022	\$19,870,089	Second Allonge Dated 02/03/2022 to Taxable Regional Sewer System Revenue Bond, Series 2009 (Opequon System)	Bond Counsel
Staunton City of	12/15/2021		Third Allonge to Taxable General Obligation Public Improvement Bond, Series 2008 and Third Allonge to Taxable General Obligation Public Improvement Bond, Series 2008B	Bond Counsel
Staunton City of	11/17/2021	\$17,625,000	Taxable General Obligation Refunding Bond, Series 2021	Bond Counsel
Fauquier, Virginia, County of	11/17/2021	\$12,340,000	Taxable Solid Waste System Revenue Bond, Series 2021	Bond Counsel
Pittsylvania County, Virginia	11/17/2021	\$7,315,000	\$3,430,000 Taxable Solid Waste System Revenue and Refunding Bond, Series 2021A (Landfill Projects) and \$3,885,000 Taxable Solid Waste System Revenue and Refunding Bond, Series 2021B (Convenience Center Project)	Bond Counsel
Rivanna Water & Sewer Authority	11/17/2021	\$36,980,000	Taxable Regional Water and Sewer System Revenue Bond, Series 2021	Bond Counsel
Upper Occoquan Sewage Authority	10/7/2021		Amendments to Taxable Regional Sewerage System Revenue Bond, Series 2011A and Series 2011B	Bond Counsel

Issuer	Close Date	Amount	Name of Bond	Firm Role
Albemarle County Service Authority	8/4/2021	\$4,495,000	Taxable Water and Sewer System Revenue Refunding Bond, Series 2021	Bond Counsel
Fauquier, Virginia, County of	5/26/2021	\$5,500,000	Local Lease Acquisition Agreement and Amended and Restated Financing Lease Dated as of April 8, 2021	Bond Counsel
Frederick-Winchester Service Authority	5/26/2021	\$27,480,000	Taxable Regional Sewer System Revenue Refunding Bond (Opequon Water Reclamation Facility), Series 2021	Bond Counsel
Frederick County Sanitation Authority	3/25/2021	\$35,000,000	Taxable Water and Sewer Revenue Bond, Series 2021	Bond Counsel
Tazewell, Virginia Town of	1/14/2021	\$458,287	General Obligation Water and Sewer Bond, Series 2021	Bond Counsel
Altavista, Town of Virginia	10/27/2020	\$5,327,000	Taxable General Obligation Bond	Bond Counsel
Tazewell County Public Service Authority	10/15/2020	\$1,938,300	Taxable Water and Sewer System Revenue Bond (Capital Improvements Plan - Phase II), Series 2020	Bond Counsel
Rivanna Water & Sewer Authority	9/28/2020	\$29,043,290	Rate Reduction of Taxable Regional Water and Sewer System Revenue Bond, Series 2014A	Bond Counsel
Rivanna Water & Sewer Authority	9/28/2020	\$2,377,600	Rate Reduction of Regional Water and Sewer System Revenue Bond, Series 2005A	Bond Counsel
Exmore, Virginia, Town of	9/3/2020	\$224,841	Taxable General Obligation Water and Sewer Bond	Bond Counsel
Round Hill, Town of	8/5/2020	\$4,240,000	Taxable General Obligation Refunding Bond, Series 2020	Bond Counsel
Winchester, City of, Virginia	8/5/2020	\$32,655,000	Taxable Water and Sewer System Revenue Bond, Series 2020	Bond Counsel
Fairfax, Va., City of	11/20/2019		Local Lease Acquisition Agreement and Amended and Restated Financing Lease dated as of September 24, 2019	Bond Counsel
Dinwiddie County, Virginia	11/20/2019		Local Lease Acquisition Agreement and Amended and Restated Financing Lease dated as of September 20, 2019	Bond Counsel
Rivanna Water & Sewer Authority	11/20/2019	\$17,610,000	Taxable Regional Water and Sewer System Revenue Refunding Bond, Series 2019	Bond Counsel
Winchester, City of, Virginia	11/20/2019	\$6,555,000	Taxable Water and Sewer System Revenue Refunding Bond, Series 2019	Bond Counsel
Wise, Virginia Town of	10/13/2019	\$104,700	Taxable General Obligation Water and Sewer Bond, Series 2019	Bond Counsel

Issuer	Close Date	Amount	Name of Bond	Firm Role
Rapidan Service Authority	8/14/2019	\$3,395,000	Taxable Water and Sewer System Revenue Refunding Bond, Series 2019	Bond Counsel
Hanover, Virginia, County of	6/27/2019	\$2,400,000	Taxable Airport Revenue Bond	Bond Counsel
Tazewell County Public Service Authority	6/27/2019	\$3,034,870	Taxable Water and Sewer System Revenue Bond (Capital Improvements Plan, Phase I), Series 2019B	Bond Counsel
Fauquier, Virginia, County of	5/22/2019		Local Lease Acquisition Agreement and Financing Lease (Sports Complex)	Bond Counsel
Fauquier, Virginia, County of	5/22/2019		Local Lease Acquisition Agreement and Financing Lease Dated as of March 28, 2019 (Catlett) and Local Lease Acquisition Agreement and Financing Lease Dated as of March 28, 2019 (Remington)	Bond Counsel
Fairfax, Va., City of	5/22/2019	\$19,205,000	Sewer System Revenue Refunding Bond, Series 2019	Bond Counsel
Tazewell County Public Service Authority	5/10/2019	\$952,000	Water and Sewer System Revenue Bond (Pocahontas Water Distribution System Acquisition Project), Series 2019A	Bond Counsel
Exmore, Virginia, Town of	3/12/2019	\$800,000	Taxable General Obligation Water and Sewer Bond, Series 2019	Bond Counsel
Rivanna Water & Sewer Authority	11/14/2018	\$36,855,000	Taxable Regional Water and Sewer System Revenue Bond, Series 2018	Bond Counsel
Chesterfield County, Virginia	11/14/2018	\$14,775,000	County Project VRA Special Fund Revenue Bond, Series 2018A (County Projects) (Tax-Exempt)	Bond Counsel
Chesterfield County, Virginia	11/14/2018	\$4,710,000	County Project VRA Special Fund Revenue Bond, Series 2018B (Art Center Project) Taxable	Bond Counsel
Staunton City of	5/23/2018	\$1,955,000	Taxable General Obligation Public Improvement Bond, Series 2018A	Bond Counsel
Salem, Virginia, City of	5/23/2018	\$5,892,277	General Obligation Public Improvement Bond, Series 2018	Bond Counsel
Winchester, City of, Virginia	5/23/2018	\$37,725,000	Taxable Water and Sewer System Revenue Bond, Series 2018	Bond Counsel
Fauquier, Virginia, County of	5/23/2018		Local Lease Acquisition Agreement and Financing Lease dated as of March 30, 2018	Bond Counsel
Fauquier, Virginia, County of	5/17/2018	\$7,102,800	Taxable Wastewater System Revenue Bond, Series 2018	Bond Counsel
Chesterfield County, Virginia	11/17/2017	\$1,846,000	Taxable Airport Revenue Bond, Series 2017	Bond Counsel
Staunton City of	11/15/2017	\$3,940,000	Taxable General Obligation Refunding Bond, Series 2017	Bond Counsel

Issuer	Close Date	Amount	Name of Bond	Firm Role
Chesterfield County, Virginia, EDA of Chesterfield County, Virginia	11/15/2017	\$2,675,000	County Project VRA Special Fund Revenue Bond (Chesterfield Center for the Arts), Series 2017C	Bond Counsel
Wise, Virginia Town of	9/27/2017	\$40,000	Taxable General Obligation Water and Sewer Bond, Series 2017	Bond Counsel
Chesterfield County, Virginia	5/24/2017	\$6,550,000	County Project VRA Special Fund Revenue Bond, Series 2017	Bond Counsel
Winchester, City of, Virginia	5/24/2017	\$13,115,000	Taxable Water and Sewer System Revenue Refunding Bond, Series 2017	Bond Counsel
Chesterfield County, Virginia	5/24/2017	\$6,550,000	County Project VRA Special Fund Revenue Bond, Series 2017	Bond Counsel
Chincoteague, Town of	5/10/2017	\$971,400	Taxable General Obligation Water Bond, Series 2017	Bond Counsel
Fauquier, Virginia, County of	11/16/2016		Second Amendment to Financing Lease dated as of October 7, 2016	Bond Counsel
Tazewell County Public Service Authority	11/10/2016	\$4,678,659	Taxable Water and Sewer System Revenue Bond (Tazewell to Divides Sewer Leachate Line Project), Series 2016	Bond Counsel
Manassas, Virginia, City of	10/21/2016	\$2,010,000	General Obligation Airport Bond, Series 2016	Bond Counsel
Rivanna Water & Sewer Authority	10/1/2016		Cost of Funds Reduction for Taxable Regional Water and Sewer System Revenue Bond, Series 2011A and Series 2011B	Bond Counsel
Rivanna Water & Sewer Authority	10/1/2016		Cost of Funds Reduction for Taxable Regional Water and Sewer System Revenue Bond, Series 2010A	Bond Counsel
Rivanna Water & Sewer Authority	10/1/2016		Cost of Funds Reduction for Taxable Water & Sewer System Revenue Bond, Series 2011D and Series 2011E	Bond Counsel
Charlottesville, City of	9/29/2016		2016 Cost of Funds Reduction for General Obligation Public Improvement Bond, Series 2010 (Virginia Water Facilities Revolving Fund)	Bond Counsel
Dinwiddie County, Virginia	8/10/2016	\$25,395,639	Local Lease Acquisition Agreement and Financing Lease dated as of July 20, 2016	Bond Counsel
Frederick-Winchester Service Authority	8/10/2016	\$3,760,000	Taxable Regional Sewer System Revenue Refunding Bond, Series 2016	Bond Counsel
Northwestern Regional Jail Authority (Virginia)	5/25/2016	\$2,210,000	Taxable Regional Jail Facilities Revenue Bond, Series 2016	Bond Counsel
Hanover, Virginia, County of	11/18/2015	\$7,130,000	Water and Sewer System Revenue Refunding Bond, Series 2015	Bond Counsel

Issuer	Close Date	Amount	Name of Bond	Firm Role
Winchester, City of, Virginia	5/28/2015	\$14,810,000	Taxable Water and Sewer System Revenue Refunding Bond, Series 2015	Bond Counsel
Waynesboro, Virginia, City of	5/28/2015	\$16,045,000	Taxable General Obligation Public Improvement Refunding Bond, Series 2015	Bond Counsel
Fauquier, Virginia, County of	2/27/2015	\$5,170,000	Amendments to Taxable Solid Waste System Revenue Bond, Series 2012	Bond Counsel
Staunton City of	12/23/2014	\$2,069,322	Taxable General Obligation Public Improvement Bond, Series 2014B (Rate Reset)	Bond Counsel
Frederick-Winchester Service Authority	12/23/2014	\$39,000,000	Taxable Sewer System Revenue Bonds, Series 2007	Bond Counsel
Purcellville, Virginia, Town of	12/23/2014	\$24,944,377	Taxable General Obligation Water and Sewer Bond, Series 2008 (Rate Reset)	Bond Counsel
Staunton City of	12/23/2014	\$9,528,519	Taxable General Obligation Public Improvement Bond, Series 2008 (Rate Reset)	Bond Counsel
Tazewell County, Virginia	11/19/2014	\$11,885,000	Financing Lease	Bond Counsel
Hopewell, Virginia (City of)	11/19/2014	\$5,675,000	Taxable Sewer System Revenue Bond, Series 2014	Bond Counsel
Hanover, Virginia, County of	8/13/2014	\$6,420,000	Water and Sewer System Revenue Refunding Bond, Series 2014	Bond Counsel
Frederick-Winchester Service Authority	8/13/2014	\$20,075,000	Taxable Regional Sewer System Revenue Bond, Series 2014B	Bond Counsel
Waynesboro, Virginia, City of	6/23/2014	\$845,260	Sewer System Revenue Bond, Series 2014	Bond Counsel
Rivanna Water & Sewer Authority	3/28/2014	\$29,043,290	Taxable Regional Water and Sewer System Revenue Bond, Series 2014A	Bond Counsel
Tazewell County Public Service Authority	2/20/2014	\$6,875,801	Water and Sewer System Revenue Bond (Claypool Hill/Wardell Wastewater Treatment Plant Project), Series 2014A	Bond Counsel
Rapidan Service Authority	11/20/2013	\$2,085,000	Taxable Water and Sewer System Revenue Refunding Bond, Series 2013	Bond Counsel
Frederick-Winchester Service Authority	10/18/2013	\$39,000,000	Cost of Funds Reduction - Taxable Sewer System Revenue Bond, Series 2007	Bond Counsel
Staunton City of	10/4/2013	\$9,528,519	Cost of Funds Reduction - Taxable General Obligation Public Improvement Bonds, Series of 2008	Bond Counsel
Purcellville, Virginia, Town of	10/4/2013	\$24,944,377	Cost of Funds Reduction - Taxable General Obligation Water and Sewer Bond, Series 2008	Bond Counsel
Staunton City of	10/4/2013	\$2,069,322	Taxable General Obligation Public Improvement Bond, Series 2008B	Bond Counsel

Issuer	Close Date	Amount	Name of Bond	Firm Role
Tazewell County Public Service Authority	3/8/2013	\$335,757	Taxable Water and Sewer System Revenue Bond (Burnette Street Pump Station Project), Series 2013	Bond Counsel
Salem, Virginia, City of	3/7/2013	\$3,200,000	Taxable General Obligation Public Improvement Bond, Series 2013	Bond Counsel
Route 460 Funding Corporation of Virginia	12/20/2012	\$80,000,000	Toll Road Junior Lien Revenue Bond, Series 2012C	Bond Counsel
Coeburn-Norton-Wise Regional Waste Water Treatment Authority	10/23/2012	\$2,943,837	Sewer System Revenue Bond, Series 2012B	Bond Counsel
Coeburn-Norton-Wise Regional Waste Water Treatment Authority	10/23/2012	\$12,017,207	Sewer System Revenue Bond, Series 2012A	Bond Counsel
Dumfries, Virginia Town of	8/2/2012	\$485,000	General Obligation Public Improvement Refunding Bond, Series 2012	Bond Counsel
Hopewell, Virginia (City of)	8/2/2012	\$2,790,000	Taxable Sewer System Revenue Refunding Bond, Series 2012	Bond Counsel
Dinwiddie County Water Authority	8/2/2012	\$2,640,000	Taxable Water System Revenue Refunding Bond, Series 2012	Bond Counsel
Dinwiddie County, Virginia	6/13/2012	\$44,490,000	Local Lease Acquisition Agreement and Financing Lease Dated as of April 30, 2012	Bond Counsel
Rivanna Water & Sewer Authority	6/13/2012	\$25,100,000	Taxable Regional Water and Sewer System Revenue and Refunding Bond, Series 2012A	Bond Counsel
Fauquier, Virginia, County of	6/13/2012	\$5,170,000	Taxable Solid Waste System Revenue Bond, Series 2012	Bond Counsel
Covington, Virginia, City of	5/10/2012	\$6,500,000	Taxable Sewer System Revenue Bond, Series 2012	Bond Counsel



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 6.D

CONSENT AGENDA

Title:

Engineering Services for the Sedimentation and Solids Handling Project

Staff Resource: Tom Fore, Public Services, and Tobie Shelton, Finance Director

Action(s):

Staff recommends Dewberry Engineering Inc. to do the engineering services work for the Sedimentation and Solids Handling Project

Explanation:

At their February 28th Work Session, Town Council authorized Staff to place this item on the March 14th Consent Agenda, to approve awarding Dewberry Engineering, Inc the engineering services work for the WTP Sedimentation and Solids Handling Project

Background:

The Virginia Department of Health required advertising for Engineering Services according to their procurement guidelines. The Town of Altavista followed the procurement guidelines required for federal funding and sought out MBE/WBE Engineering Services. The town received 2 (two) proposals.

Funding Source(s):

VDH/VRA Funding, Included in the CIP 2023 request.

Attachments: *(click item to open)*

[attachment 2. Dewberry Proposal](#)

ALTAVISTA WATER PLANT SEDIMENTATION AND SOLIDS HANDLING IMPROVEMENT

Town of Altavista, Virginia

JANUARY 17, 2023



SUBMITTED BY

Dewberry Engineers Inc.
551 Piney Forest Road
Danville, VA 24540

SUBMITTED TO

Town of Altavista
510 7th Street
Altavista, VA 24517

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January 17, 2023

Town of Altavista
Attn: Gary Shanaberger
510 7th Street
Altavista, VA 24517

RE: Altavista Water Plant Sedimentation and Solids Handling Improvement

Dear Mr. Shanaberger,

Dewberry Engineers Inc. (Dewberry) understands the Town of Altavista's (Town's) water treatment plant requires improvements by adding an automated sludge removal system and installing a vacuum system to reduce the volume of water being sent to waste, ease operations, and minimize the resuspension of solids. As you will see in our proposal, Dewberry has unparalleled knowledge of your water treatment plant, an experienced project manager, and has similar experience at other water treatment plants. Dewberry has the knowledge and expertise to fully support the Town with the successful completion of this project because we offer the following:

We Know the Town's Water Treatment Plant. For nearly three decades, Dewberry has partnered with the Town on various treatment improvement projects. This experience includes performing a feasibility study as well as design and construction administration services to upgrade the water treatment plant from 2.5 MGD to 3.0 MGD. Through our experience working on previous projects and collaborating with your staff, we have a holistic understanding of your processes, procedures, and systems. This knowledge yields efficiency, positively impacts your schedule and budget, and increases the value of our design recommendations because we know your project drivers.

Experienced Project Manager. Scott Ehrhardt, PE, is a nationally recognized water practice expert with nearly four decades of experience in water and wastewater design and construction projects. He will lead this project and be your primary point of contact. Scott has been working with the Town for nearly three decades and wants to continue this partnership and be your trusted advisor. As a certified water and wastewater operator, Scott views projects not only from the design side but also from the operational side.

Similar Project Experience. Dewberry has performed the same services required at the Town's water treatment plant for Halifax County Service Authority and the Towns of Clarksville and Chatham and is also the design engineer of the existing backwash collection tank at the Altavista WTP. This experience will allow us to draw upon established and successful processes that can be applied to improvements for the Town of Altavista. We encourage you to contact our references for proof that the Dewberry team can deliver this project for the Town!

Our team is fully committed to the success of your project, and we look forward to continuing our relationship with the Town. Should you have any questions regarding our proposal, please do not hesitate to contact me at 434.549.8503 or sehrhardt@dewberry.com.

Sincerely,



R. Scott Ehrhardt, PE
Senior Associate, Senior Project Manager

FIRM BACKGROUND, AVAILABLE RESOURCES, SUBCONTRACTORS, RANGE OF SERVICES, AND HOURLY RATES

Firm Background

Dewberry is a multi-discipline firm with a proven history of providing professional services to public- and private-market clients. Recognized for combining unsurpassed commitment to client service with deep subject matter expertise, Dewberry is dedicated to solving clients' most complex challenges and transforming their communities. Established in 1956, Dewberry is headquartered in Fairfax, Virginia, with more than 60 locations and over 2,400 professionals nationwide.

Dewberry's assets totaled over \$277 million, including equipment, fixtures, vehicles, and receivables, as of December 31, 2021. In 2021, the combined gross revenue of Dewberry was \$490.5 million, with an EBITDA of \$31.4 million; and a debt-to-equity ratio of 1.02. The firm carries architects and engineers' professional liability insurance coverage by Lloyd's of London. Dewberry also carries general liability, automobile liability, excess liability, and worker's compensation coverage through Travelers Insurance Companies. Dewberry maintains ample cash reserves.

Dewberry has been providing engineering services for water treatment solutions for decades. We have extensive experience with water treatment processes, including designing the first ceramic membrane facility in the United States. We evaluate, upgrade, expand, and design individual treatment process facilities and also provide specialty design services for facility condition assessment and rehabilitation for structural repairs and electrical, controls, programming, and communications equipment. Our water treatment design works to improve both operational concerns and the overall treatment project. Our services include capacity evaluations, facility planning, equipment evaluation, selection and procurement, UV process evaluation and design, hydraulic analysis, plant flow modeling, and bench-, pilot- and full-scale demonstration studies.

Water Treatment Services

- Bench-, pilot- and full-scale demonstration studies
- Feasibility studies
- Flow control and measurement
- Operational optimization
- Plant upgrade, expansion, and rehabilitation
- Process modifications
- Residuals treatment, handling, and disposal
- SCADA systems
- Structural design
- Treatability studies
- UV system upgrades

#36

**ENR Top 500
Design Firm**

#20

**ENR Top 20 in
Water Supply**

200+

**Water
Professionals**

Available Resources

Dewberry's staff can provide the capacity and knowledge necessary to fulfill all tasks under this contract as they arise. This project will be managed out of our Danville, Virginia office, which is backed by more than 200 water professionals nationwide and 800 other qualified staff in the Commonwealth of Virginia that we can draw upon when necessary to meet all of the Town's needs for this project. Dewberry understands that there may be times during this project when a tight deadline, construction issue, or emergency requires an immediate response. Our team has the ability to provide rapid response. A large part of this success comes from always being accessible and responding promptly to all emails and phone calls. We are available to the Town of Altavista for all project needs because we are invested in each project we perform for you.

2,400+
EMPLOYEES

800 in
VIRGINIA

40 in the
DANVILLE OFFICE

Subcontractors

Dewberry can perform all services for this project in-house. We do not propose any subcontractors.

Range of Services

As a full-service firm, Dewberry can offer the Town of Altavista our services for all disciplines required within your request for qualifications/proposals. Below are some of the more than 30 in-house offerings we provide:

Architecture

Economic Development

Electrical

Environmental

Grant Assistance

Interiors

Landscape Architecture

Mechanical

Planning/Programming

Plumbing

Site/Civil Design

Stormwater

Structural Design

Surveying

Transportation

Water/Wastewater

“I am thankful to have a team in Dewberry that I can count on, and who will deliver on their promise to meet tight schedules while producing high quality products.”

—RICHARD COCKE
TOWN MANAGER, TOWN OF CHATHAM

Standard Hourly Billing Rate Schedule

DEWBERRY	HOURLY RATES
PROFESSIONAL	
Principal	\$330.00
Architect I, II, III	\$100.00, \$120.00, \$135.00
Architect IV, V, VI	\$150.00, \$170.00, \$190.00
Architect VII, VIII, IX	\$210.00, \$230.00, \$255.00
Interior Designer I, II, III, IV	\$92.00, \$110.00, \$125.00, \$150.00
Engineer I, II, III	\$115.00, \$130.00, \$150.00
Engineer IV, V, VI	\$165.00, \$185.00, \$215.00
Engineer VII, VIII, IX	\$240.00, \$255.00, \$280.00
Geographer/GIS I, II, III	\$90.00, \$105.00, \$120.00
Geographer/GIS IV, V, VI	\$140.00, \$160.00, \$175.00
Geographer/GIS VII, VIII, IX	\$200.00, \$230.00, \$270.00
Professional I, II, III	\$100.00, \$120.00, \$140.00
Professional IV, V, VI	\$165.00, \$180.00, \$195.00
Professional VII, VIII, IX	\$215.00, \$240.00, \$265.00
TECHNICAL	
Designer I, II, III	\$110.00, \$130.00, \$150.00
Designer IV, V, VI	\$170.00, \$190.00, \$210.00
CADD Technician I, II, III, IV, V	\$80.00, \$100.00, \$120.00, \$135.00, \$165.00
Surveyor I, II, III	\$68.00, \$83.00, \$98.00
Surveyor IV, V, VI	\$112.00, \$125.00, \$140.00
Surveyor VII, VIII, IX	\$160.00, \$185.00, \$220.00
Technical I, II, III	\$85.00, \$100.00, \$120.00
Technical IV, V, VI	\$130.00, \$145.00, \$165.00
EMERGENCY MANAGEMENT	
Emergency Management I, II, III	\$80.00, \$100.00, \$130.00
Emergency Management IV, V, VI	\$165.00, \$215.00, \$280.00
CONSTRUCTION	
Construction Professional I, II, III	\$125.00, \$150.00, \$180.00
Construction Professional IV, V, VI, VIII	\$200.00, \$230.00, \$265.00, \$300.00
Inspector I, II, III	\$85.00, \$110.00, \$130.00
Inspector IV, V, VI, VII	\$150.00, \$165.00, \$190.00, \$220.00
SURVEY FIELD CREWS	
Fully Equipped 1, 2, 3, 4 Person Crews	\$145.00, \$175.00, \$220.00, \$265.00
With Laser Scanner 1, 2 Person	\$195.00, \$225.00
ADMINISTRATION	
Admin Professional I, II, III, IV	\$70.00, \$90.00, \$115.00, \$145.00
Non-Labor Direct Costs	Cost + 15%

SIMILAR “AS NEEDED” GENERAL ENGINEERING CONTRACTS

Halifax County Service Authority Term Contract

HALIFAX COUNTY, VA



● REFERENCE

Mark Estes, Executive Director
434.575.4240
mestes@hcsa.us

Dewberry has served Halifax County Service Authority under a term contract for water and wastewater services since 2015. We have provided architectural and engineering-related services to the County for more than 30 years on an as-needed basis. A sampling of projects under our current contract include:

AMI Platform and Meter Replacement Implementation. Assisted with procuring services for converting the entire service area from manual and AMR metering to a fully automated AMI system.

Maple Avenue Wastewater Treatment Plant Sludge Study. Prepared a preliminary engineering report and environmental review for evaluating alternatives for the disposal of sludge at the wastewater treatment plant.

Water Treatment Plant Expansion Evaluation. Prepared a preliminary engineering report and environmental review to evaluate alternatives for upgrading and expanding the water treatment plant.

Seymour Drive and Hodges Street Waterline Improvements. Through ARPA funding, providing design and construction phase services for waterline and stormwater improvements in the Town of South Boston.

Pittsylvania County Term Contract for Professional Engineering Services

PITTSYLVANIA COUNTY, VA



● REFERENCE

Chris Adcock, PE, Executive Director
434.836.6135
chris.adcock@pittgov.org

Dewberry has served Pittsylvania County for over four decades on a wide variety of projects. We have served their public works department (formerly Pittsylvania County Service Authority) for two five-year terms. A sampling of projects includes:

Pump Station Condition Assessment. Inspected each of the 15 pump stations, documented deficiencies, and developed a weighted reliability decision matrix for ranking each pump station. Utilizing this matrix, our team developed recommendations for critical capital improvement needs, as well as established cost projections to be used by the County in a 5-year CIP.

Horseshoe Road Waterline Extension. Providing design and construction administration services for a waterline extension along Horseshoe Road in Pittsylvania County.

Southern Virginia Multimodal Park Sewer Pump Station and Forcemain. Providing design services for a 200 LF of gravity sewer, a duplex submersible pump station, and 2,000 LF of forcemain.

Pump Stations Improvements and Brockway Sewer Upgrade. Prepared a preliminary engineering report and environmental narrative meeting EDA funding requirements for the pump station improvement and sewer upgrade.

Town of Chatham Indefinite Quality Contract

CHATHAM, VA



- **REFERENCE**
Richard Cocke, Town Manager
434.432.9515
rcocke@chatham-va.gov

Dewberry has served the Town of Chatham for over two decades on a wide variety of projects. We have provided a full range of architectural and engineering services, including critical updates to the Town's water and sewer systems and grant application assistance. Representative projects include:

Water Treatment Plant Renovations. Assisted in securing a grant and provided design and construction administration services for improvements to the water treatment plant. Upgrades included improvements to the chlorine feed systems, filter rate-of-flow control valves, SCADA system, new emergency generator, and improvements to the facility solids handling system.

Water and Sewer System Evaluation. Prepared two preliminary engineering reports to evaluate the Town's water and sewer system, including distribution and collection systems and treatment facilities.

Drought Management/Water Treatment Plant Intake. Dewberry provided design and construction administration services for a new raw water intake with airburst system, reservoir discharge tower upgrades including new motor-operated gates and discharge flow monitoring, and a new telemetry system.

Town of Clarksville As-Needed Engineering Services

CLARKSVILLE, VA



- **REFERENCE**
Richard Elliott, Operation Director
434.374.5513
director@clarksvilleva.org

Dewberry has provided engineering consulting services to the Town of Clarksville on an on-call basis for over three decades. Select project experience includes:

Water Treatment Plant Study and Design. Provided engineering services for the evaluation and design to increase the Town's WTP capacity from 0.5 MGD to 1.0 MGD.

Wastewater Treatment Plant Improvements. Providing design services for improvements, including the construction of a biological activated sludge reactor to convert the secondary treatment process from a fixed film to an integrated fixed film and activated sludge process (IFAS) and replacement of mechanical equipment within the plant.

Sewer System Improvements. Provided funding assistance, preliminary engineering, design, and construction phase services for replacing influent and sludge pumps, replacement of clarifier drives, improvements to the UV disinfection effluent weir, and miscellaneous other improvements.

Route 15 Water and Sewer Line Relocation. Provided design services for relocating 6,900 LF of 12-inch diameter water line and 3,750 LF of 10-inch and 12-inch diameter sewer line.

West Piedmont Planning District Commission On-Call Contract MULTIPLE LOCATIONS, VA



REFERENCE

Michael Armbrister, Executive Director
276.638.3987
marmbrister@wppdc.org

Dewberry serves as the general engineer for the regions served by the West Piedmont Planning District Commission under an annual contract. Areas include Pittsylvania, Patrick, Henry, and Franklin counties and the cities of Danville and Martinsville.

Smith River Interceptor Rehabilitation. Provided design services for 6.2 miles of 36-inch and 42-inch RCP and CMP.

Beaver Creek Reservoir Dam. Performed two phases of investigation and design services for renovations of the primary and emergency spillway.

Summit View Tank Decommissioning and Waterline Upgrade. Provided recommendations to upsize the existing 6-inch AC waterline from Grandview to Summit View with a new 10-inch waterline.

Maple Lane Sanitary Sewer. Designed a residential sewer pump station to collect the wastewater from six upstream homes, plug the sewer downstream from the blockage, and pump the sewer flows to the central City sewer system in the neighborhood.

Water System Inventory. Provided engineering services for an inventory and condition assessment of critical assets in the City of Martinsville water system.

Louisa County Annual Contract for Water/Wastewater Services LOUISA COUNTY, VA



REFERENCE

Pam Baughman, General Manager
804.967.1122
pbaughman@louisa.org

Dewberry is serving as the County's general engineer for a variety of projects involving water and wastewater system improvements. Project elements include water line extensions, sanitary sewer extensions, wastewater treatment facilities, water storage tanks, pump stations, and site improvements. Recent projects include:

Zion Crossroads Water System Improvements.

Project consists of four phases, including the design of approximately 30,000 LF of 4-inch, 6-inch, 12-inch, and 24-inch waterline, six wells, one 500,000 gallon elevated storage tank, and two directional bores.

Route 22 Water System Improvements. Project consisted of the design and construction of over 3,800 LF of 12-inch and 8-inch waterline, meter vaults, and appurtenances.

Zion Crossroads Wastewater Treatment Plant and Sanitary Sewer Improvements. Provided design and construction administration services for wastewater treatment plant upgrades, gravity sewer improvements, and pump station improvements.

Water and Sewer System Master Plan. Project activities included evaluating existing water and wastewater facilities, population and demand projections, and recommendations and budgetary cost estimates for system improvements required to meet existing and future demands.

SIMILAR INFRASTRUCTURE PROJECTS



Altavista Water Treatment Plant ALTAVISTA, VA

To satisfy the Town of Altavista's emergency short-term water needs, Dewberry provided engineering services for upgrading the Town's water treatment plant from 2.5 MGD to 3.0 MGD. Prior to design, a feasibility study was performed, weighing the best options for addressing the Town's water needs. One option included connecting the water treatment plant to the Campbell County Utilities and Service Authority system, which serves several industries in the surrounding community. The other option involved expanding the WTP to 5.0 MGD. Negotiations with American Electric Power (AEP) and DEQ, along with safe yield analyses, were necessary to verify the proposed 5.0 MGD raw water withdrawal could be permitted.

Phase I of the upgrade was completed to meet the immediate water needs of the Town. Phase 1B was completed to upgrade all systems, including chemical feed, rate-of-flow controllers, filter rehabilitation, emergency power generation, concrete rehabilitation, installation of a new solids collection and transfer facility, upgrades to turbidity and pH monitoring equipment, and installation of a data acquisition system with future SCADA capability.

Water Treatment Plant Solids Diversion HALIFAX COUNTY, VA

Dewberry designed improvements at the Halifax County Service Authority (HCSA) 4.0 mgd water treatment plant, including adding an automatic sludge removal system in the sedimentation basins and a backwash equalization basin and pumping system. Solids collected by the sludge removal system is continuously wasted to the equalization tank, which also receives backwash from the high rate dual media filters. This combined wastestream is then mixed and pumped on a controlled basis to the Town's collection system. This system was required to eliminate the direct discharge of solids to a nearby receiving stream.



● REFERENCE

Mark Estes, Executive Director
434.575.4240
mestes@hcsa.us



● **REFERENCE**

Richard Elliott, Operation Director
434.374.5513
director@clarksvilleva.org

Clarksville Water Treatment Plant CLARKSVILLE, VA

Dewberry provided engineering services for the evaluation and design to increase the Town's WTP capacity from 0.5 MGD to 1.0 MGD. Alternatives investigated included conventional expansion, use of dissolved air floatation (DAF), and expansion by use of a pulsed bed clarifier. Based on piloting and final treatment and cost considerations, the pulsed bed clarifier (Superpulsator) was chosen for the final design. Disinfection Byproducts (DBP) formation potential testing was performed to help select treatment processes and to optimize distribution system operations.

Design included a pulsed bed clarifier, new operations buildings, raw and finished water pumping facilities, chemical feed systems, conversion of single media filters to high rate dual media filters, powdered activated carbon, chlorine dioxide feed, monitoring equipment, and SCADA system. Dewberry also designed 11,000 LF of waterline and a new 300,000-gallon elevated tank.

Water Treatment Plant Upgrades CHATHAM, VA

This WTP was constructed over 40 years ago and required upgrades to replace equipment and improve reliability. In addition, due to recent droughts and increasing water demands, the town required upgrades at two reservoirs to control the release of water into Cherrystone Creek, which serves as the raw water source of the WTP. Finally, a 50-year-old intake on Cherrystone Creek required replacement.

In response, Dewberry provided the following design and construction administration services:

- Chemical feed system upgrades
- Replacement of filter rate-of-flow control valves
- New generator
- Chlorine feed modifications
- Backwash equalization basin improvements
- New raw water intake with air burst system
- Upgrade and automation of reservoir discharge towers, including new motor-operated gates, and discharge flow monitoring
- New telemetry system



● **REFERENCE**

Richard Cocke, Town Manager
434.432.9515
rcocke@chatham-va.gov



Lake Monticello Water Treatment Plant PALMYRA, VA

Dewberry provided evaluation, design, and construction administration services for sedimentation basin improvements for the Lake Monticello Water Treatment Plant (WTP), a 1.38 MGD conventional high-rate surface water treatment plant located in Palmyra, Virginia. The upgrades included the installation of plate settlers and a vacuum sludge collection system to improve the sedimentation basin performance. The improvements were recommended in a complete WTP audit conducted by Dewberry prior to the project.

NECWTP Sedimentation Basin Improvements LOUISA COUNTY, VA

Dewberry assisted the Louisa County Water Authority with improvements to their existing sedimentation basin solids removal system. The existing facility has two sedimentation basins rated for 0.5 MGD with a scraper system. The newly designed system is an automated vacuum system with a plate settler system to enhance solids removal. The addition of the new system will lower the frequency of filter backwashing, saving operations and maintenance costs and increasing the solids concentration. The anticipated construction cost is \$800,000, with construction scheduled to begin by mid-2023.



● REFERENCE

Pam Baughman, General Manager
540.967.1122
pbaughman@louisa.org

KEY PERSONNEL

Dewberry has assembled a team with extensive experience in water treatment plant sedimentation and solids handling improvement projects. As project manager, **Scott Ehrhardt, PE**, will be your primary point of contact. Scott was the project manager for Altavista's water treatment plant update in the late 1990s. We have a long-term relationship working with the Town—a familiarity that will only benefit the outcomes of this project.

We are excited to get started and be a part of the Town's team with this important project. Dewberry's expertise and institutional knowledge of the Town and its infrastructure surpass that of our competitors—providing the Town with a team that can hit the ground running on day one. Additionally, Scott's treatment experience across the Commonwealth on similar projects adds a new perspective—both of which will significantly benefit the Town and its goals for this project.



HALIFAX IDA



PROJECT MANAGEMENT

PROJECT MANAGER

Scott Ehrhardt, PE

PRINCIPAL-IN-CHARGE

Brian K. Bradner, PE



TECHNICAL SUPPORT

DESIGN

Drew Arnold, PE

Martin Collins

ELECTRICAL / I&C

Matt Fergen, PE

Brandon Whelan, PE

STRUCTURAL

Joe Wolhar, PE

Maggie Moore, PE

“Dewberry’s ability to develop a total package of funding resources, innovative design and value engineering has resulted in several large and successful projects for the Authority.”

—MARK ESTES, EXECUTIVE DIRECTOR

HALIFAX COUNTY SERVICE AUTHORITY



Scott Ehrhardt, PE

PROJECT MANAGER

Scott has extensive experience in the operations and design of water and wastewater treatment facilities, distribution/collection systems, raw water intakes, and storage facilities. He served as project manager for the design of new and rehabilitation of over 30 small and large water and wastewater treatment facilities. Design experience also includes permitting and designing six raw water intake structures and related pumping facilities with capacities of up to 65 MGD for municipal clients and large power producers. Operational experience at numerous water and wastewater facilities, coupled with design experience, provides him with a unique holistic perspective regarding troubleshooting, design, operations of biological and physical processes, and process optimization.

Relevant Experience

- Altavista Water Treatment Plant, Altavista, VA, Project Manager
- Water Treatment Plant Solids Diversion, Halifax County, VA, Project Manager
- Clarksville Water Treatment Plant, Clarksville, VA, Project Manager
- Water Treatment Plant Upgrades, Danville, VA, Project Manager
- Water Treatment Plant Upgrades, Chatham, VA, Project Manager
- Eden Wastewater Treatment Plant North Aeration Basin Replacement, Eden, NC, Project Manager
- Water Treatment Plant Improvements, Martinsville, VA, Project Manager
- Water Treatment Plant Expansion, Emporia, VA, Project Manager
- Wastewater Treatment Plant Expansion, U.S. Marine Corps, Cherry Point, NC, Project Manager
- Industrial Wastewater Treatment Plant Evaluation and Pretreatment Assessment, U.S. Marine Corps, Cherry Point, NC, Project Manager
- Maple Avenue Wastewater Treatment Plant Expansion, Halifax County, VA, Project Manager
- Wastewater Treatment Plant Upgrades, Boynton, VA, Project Manager
- Wastewater Treatment Plant Expansion, Oxford, NC, Project Manager
- Zion Crossroads Wastewater Treatment Plant, Louisa County, VA, Project Manager
- Wastewater Treatment Plant to Serve Microsoft, Mecklenburg County, VA, Project Manager
- Wastewater Treatment Plant Expansion, Kenbridge, VA, Project Manager
- Wastewater Treatment Plant Upgrades, U.S. Marine Corps, Cherry Point, NC, Project Engineer

EXPERIENCE HIGHLIGHTS

Over 38 years experience in design and construction of municipal treatment projects

Over two decades of experience supporting the Town of Altavista

Presented over a dozen presentations that are associated with the water industry

EDUCATION

MS • Civil/Environmental Engineering • Virginia Polytechnic Institute and State University

BS • Civil Engineering • Virginia Polytechnic Institute and State University

REGISTRATIONS

Professional Engineer • VA, NC

Water Works Operator (Class I)

Certified Wastewater Operator (Class I)

YEARS OF EXPERIENCE

Dewberry • 34

Total • 38

AFFILIATIONS

Water Environment Federation (WEF)

American Water Works Association (AWWA)



Drew Arnold, PE

DESIGN

Drew is experienced in water/wastewater treatment design, biological process modeling (BioWin), on-site wastewater disposal, sewer collection system and pump station design, hydraulic modeling, treated wastewater reclamation, sewer I/I studies, permitting and regulatory agency communication, construction administration services, preliminary engineering reports, funding assistance, and cost estimating.

Relevant Experience

- Wastewater Treatment Plant Expansion, U.S. Marine Corps, Cherry Point, NC, Project Engineer
- Maple Avenue Wastewater Treatment Plant Sludge Study, Halifax County, VA, Project Engineer
- Wastewater Treatment Plant Improvements, South Hill, VA, Project Engineer
- Industrial Wastewater Treatment Plant Evaluation and Pretreatment Assessment, U.S. Marine Corps, Cherry Point, NC, Project Engineer
- Water Treatment Plant Expansion Evaluation, Halifax County, VA, Project Engineer
- Water Treatment Plant Expansion Evaluation, Clarksville, VA, Project Engineer
- Eden Wastewater Treatment Plant North Aeration Basin Replacement, Eden, NC, Project Engineer
- Danville Water Treatment Plant Stormwater Improvements, Danville, VA Project Engineer

EDUCATION

MS • Civil Engineering •
Virginia Polytechnic Institute
and State University

BS • Physics • Hampden-
Sydney College

REGISTRATIONS

Professional Engineer • VA,
NC

YEARS OF EXPERIENCE

Dewberry • 6

Total • 6



Martin Collins

DESIGN

Martin has 22 years of experience as a civil designer and has been involved in a variety of utility design projects for state, municipal, and private clients. He is proficient in AutoCAD, Civil 3D, Carlson Civil and Survey Suite, AutoTurn 9, Plant 3D, ArcMap 10, GPS Pathfinder, WaterCAD V8i Series 5, Hydraflow, and FlowMaster.

Relevant Experience

- Water Treatment Plant Expansion, Emporia, VA, Designer
- Drought Management and Water Treatment Plant Intake PER, Chatham, VA, Designer
- Water Treatment Plant Upgrades, Danville, VA, Project Manager
- Water Treatment Plant Solids Diversion, Halifax County, VA, Designer
- Wastewater Treatment Plant Upgrades, Boydton, VA, Designer
- Wastewater Treatment Plant Expansion, U.S. Marine Corps, Cherry Point, NC, Designer
- Eden Wastewater Treatment Plant North Aeration Basin Replacement, Eden, NC, Designer
- Maple Avenue Wastewater Treatment Plant Expansion, Halifax County, VA, Designer
- Wastewater Treatment Plant Upgrades, South Hill, VA, Designer

EDUCATION

Diploma • Drafting and
Design • Patrick Henry
Community College

YEARS OF EXPERIENCE

Dewberry • 22

Total • 22



Matt Fergen, PE

ELECTRICAL / I&C

Matt specializes in water and wastewater instrumentation and electrical design. His diverse experiences include work from the pump station to the plant level. His expertise includes intelligent Motor Control Center design, instrumentation and controls for generator systems, wastewater treatment plant process controls, and pump station controls of various size stations. He also has electrical experience in low and medium voltage distribution, power system and arc flash studies, variable frequency drives, and cable tray system design.

● **EDUCATION**

BS • Electrical Engineering •
University of North Carolina
at Charlotte

● **REGISTRATIONS**

Professional Engineer • VA,
NC, CO, MI, SC, MD, FL

● **YEARS OF EXPERIENCE**

Dewberry • 2

Total • 10

Relevant Experience

- Henderson Water Reclamation Facility Finished Water Pump Replacement, Henderson, NC, Electrical Engineer
- Industrial Wastewater Treatment Plant Evaluation and Pretreatment Assessment, U.S. Marine Corps, Cherry Point, NC, Electrical Engineer
- Ashland Wastewater Treatment Plant Screening Upgrade, Hanover County, VA, Electrical Engineer
- Kilmarnock Wastewater Treatment Plant Improvements, Town of Kilmarnock, VA, Electrical Engineer
- Governor's Park Interim Water Treatment Plant, Clay County, FL, Electrical Engineer
- Gulf Shores Wastewater Treatment Plant Headworks, Gulf Shores, AL, Electrical Engineer
- Neptune Beach Wastewater Treatment Facility Phase 1, Neptune Beach, FL, Electrical Engineer



Brandon Whelan, PE

ELECTRICAL

Brandon is an electrical engineer with 23 years of experience in electrical design, medium voltage electrical distribution, and power system studies in the heavy industrial, pharmaceutical, healthcare, and renewable energy industries. His experience includes design projects involving site-wide medium voltage distribution with multiple low and medium voltage substations, co-generation, and multiple utility substations. Brandon's design experience includes protective relay upgrades, industrial data network design, 15kV switchgear replacements, overhead line power distribution, and various process-driven electrical design projects.

Relevant Experience

- Boydton Wastewater Treatment Plant Upgrades, Boydton, VA, Electrical Engineer
- Industrial Wastewater Treatment Plant Evaluation and Pretreatment Assessment, U.S. Marine Corps, Cherry Point, NC, Electrical Engineer
- Clarksville Wastewater Treatment Plant Improvements, Clarksville, VA, Electrical Engineer
- Kilmarnock Wastewater Treatment Plant Improvements, Town of Kilmarnock, VA, Electrical Engineer
- Governor's Park Interim Water Treatment Plant, Clay County, FL, Electrical Engineer
- Water Treatment Plant Lighting Design, Bay County, FL, Electrical Engineer

● **EDUCATION**

BS • Electrical Engineering •
University of North Carolina
at Charlotte

● **REGISTRATIONS**

Professional Engineer • VA,
NC, TX, NJ, MS, KY, IA, AL

● **YEARS OF EXPERIENCE**

Dewberry • 3

Total • 23



Joe Wolhar, PE

STRUCTURAL

Joe has 35 years of experience in the design of structural systems for many types of projects, including educational facilities, institutional buildings, office buildings, industrial buildings, health care facilities, warehouses, military facilities, utility structures, water and wastewater treatment structures, site structures, and structural evaluations.

Relevant Experience

- Water Treatment Plant Improvements, Emporia, VA, Structural Engineer
- Wastewater Treatment Plant Expansion, Building 4376P, U.S. Marine Corps, Cherry Point, NC, Structural Engineer
- Butterball Sanitary Wastewater Treatment Plant Replacement, Mt. Olive, NC, Structural Engineer
- Angier Wastewater Treatment Facility, Angier, NC, Structural Engineer
- Highway 211 Water Treatment Plant Improvements, Brunswick County, NC, Structural Engineer
- Maple Avenue Wastewater Treatment Plant Expansion, Halifax County, VA, Structural Engineer
- Wastewater Treatment Plant to Serve Microsoft, Mecklenburg County, VA, Structural Engineer
- Wastewater Treatment Plant Upgrade and Expansion, Boynton, VA, Structural Engineer

EDUCATION

MS • Civil Engineering
• North Carolina State University

BS • Civil Engineering
• North Carolina State University

REGISTRATIONS

Professional Engineer • VA, NC

YEARS OF EXPERIENCE

Dewberry • 31

Total • 35



Maggie Moore, PE

STRUCTURAL

Maggie is a structural engineer with experience designing tunnels, manholes, wastewater and water treatment structures, pipe supports, and other utility structures. Her strengths are her attention to detail, research abilities, and technical structural knowledge.

Relevant Experience

- Water Treatment Plant Expansion, Emporia, VA, Structural Engineer
- Water Treatment Plant Solids Diversion, Halifax County, VA Structural Engineer
- Bay County Water Treatment Plant Lime Slurry, Bay County, FL, Structural Engineer
- Drought Management and Water Treatment Plant Intake PER, Chatham, VA, Structural Engineer
- Governor's Park Interim Water Treatment Plant, Clay County, FL, Structural Engineer
- Maple Avenue Wastewater Treatment Plant Expansion, Halifax County, VA, Structural Engineer
- Doswell Water Treatment Plant Structural Inspection, Hanover County, VA, Structural Engineer
- Industrial Wastewater Treatment Plant Evaluation and Pretreatment Assessment, U.S. Marine Corps, Cherry Point, NC, Structural Engineer
- Freeport Wastewater Treatment Plant Expansion, Freeport, FL, Structural Engineer

EDUCATION

MS • Structural Engineering and Mechanics • North Carolina State University

BS • Civil Engineering
• North Carolina State University

BS • Engineering Physics • Elon University

REGISTRATIONS

Professional Engineer • VA, NC, SC, FL

YEARS OF EXPERIENCE

Dewberry • 12

Total • 13

GRANT/LOAN PROGRAM FAMILIARITY

Dewberry has vast experience in helping communities develop funding sources and are proud of the relationships we maintain with key agencies. Our team has assisted with Federal and State Grant/Loan applications and performed work on Grant/Loan funded projects for decades. As a result, we are thoroughly familiar with the requirements and administration of the most commonly sought-after funding programs. The following table is a sampling of Dewberry's funding experience.

CLIENT	PROJECT	SOURCE OF FUNDING
Danville-Pittsylvania Regional Industrial Facility Authority	Cyber Park Southern Virginia Megasite at Berry Hill Waterline	EDA, Tobacco Commission, VDOT EDA
Pittsylvania County	Ringgold West Industrial Park Brosville Industrial Park Ringgold East Industrial Park West Fork Waterline Pump Station Condition Assessment	USDA-RD, EDA, VDOT Tobacco Commission, EDA VDOT, EDA, Tobacco Commission Tobacco Commission, EDA USDA-RD
City of Martinsville, VA	Smith River Interceptor Rehabilitation Beaver Creek Reservoir Spillway Improvements Jones Creek Interceptor Improvements	DEQ-CWSRF, EDA DEQ-CWSRF, EDA EDA
Halifax County Service Authority	Maple Avenue Wastewater Treatment Plant Improvement Sutphin Interceptor Improvements Waster Treatment Plant Upgrade	EDA, STAG, Tobacco Commission, USDA-RD USDA-RD VDH-DWSRF, BIL
Town of Clarksville, VA	Water and Wastewater Treatment Improvements	USDA-RD, EDA
Town of Chatham, VA	Water PER, Wastewater Treatment Plant, Sewer Collection System, Water Treatment Plant Expansion	VDH, USDA-RD, EDA
City of Eden, NC	North Aeration Basin Regional Waterline Improvements to Service Berry Hill Industrial Park	EDA NC DWSRF, EDA

“When I first visited the Town of Port Royal and realized their water quality crisis, I was overwhelmed with their challenge to find an affordable solution that could be sustainable with just 75-80 water users. **Not only did the project engineer (Dewberry) come up with an affordable solution**, but VDH Office of Drinking water, USDA Rural Development, and SERCAP all jumped on board and contributed funding and technical support. This was probably the most rewarding project collaboration of my career.”

— TARA DELANEY

USDA RURAL DEVELOPMENT

PROXIMITY

Work under this contract will be managed out of our Danville office, which is approximately 40 miles away from Altavista, as shown in the map to the right. The proximity of our office, coupled with our depth of staff and available capacity, and the level of in-house services that our team provides, also allows us to be on-site to consult with you within hours of your call. This enhances our ability to truly be “on-call” as an extension of your staff while keeping costs for these services low.

Dewberry can be on site within two hours of your request.



“After working with Dewberry on numerous important projects for the Town of Clarksville over the past 30 years, I still do not hesitate to reach out to them with my questions. I have found their team to be very professional and responsive in providing the guidance I need.”

—RICHARD ELLIOT, DIRECTOR OF PUBLIC WORKS
TOWN OF CLARKSVILLE

TOWN OF ALTAVISTA KNOWLEDGE

Dewberry has a nearly 30-year relationship with the Town of Altavista. In fact, our relationship goes back even further than three decades, as Dewberry's founder and chairman emeritus, Sid Dewberry, was from the area. We are familiar with both the water and sewer systems for the Town and have provided design services for the Altavista Water Treatment Plant, which included performing a feasibility study as well as design and construction administration services to upgrade the plant from 2.5 MGD to 3.0 MGD. Additionally, Dewberry provided architectural services for the renovations to Altavista Elementary School and Altavista Middle/High School.

We are dedicated to providing the Town of Altavista with the same superb service that we have delivered to the Town in the past, and we look forward to serving the Town in the future.



Altavista Elementary School



Altavista Water Treatment Plant



Altavista Applebee's

APPENDIX: APPROACH AND SCHEDULE

Automated Sludge Removal System

General

The existing backwash and sedimentation basin collection tank were constructed to store and pump backwash water and sedimentation basin solids to the Town's WWTP. Technological advancements in automated sludge removal equipment now afford the Town an opportunity to improve water quality as well as improve operations of the solids backwash collection tank. Water quality improvements anticipated from this project include the reduction of disinfection byproducts (DBPs) and reducing the release of iron and manganese from deposited sludge in the sedimentation basin. Since waste solids will be collected and conveyed continuously to the backwash collection tank, resuspension of any deposited solids utilizing existing mixers is expected to improve significantly. Features of the automated sludge removal system that will be detailed in the preliminary design phase of this project include the following:

SOLIDS REMOVAL SYSTEM

Multiple reliable systems are now available for the continuous removal of solids from sedimentation basins. A system Dewberry recently designed for the Halifax County Service Authority (HCSA) WTP utilizes a telescoping type collection manifold to eliminate the use of hoses that are often more prone to maintenance problems. Dewberry will discuss the various available systems with Altavista and involve staff in selecting the system that best meets operational and fiscal needs.



Dewberry assisted HCSA with a solids diversion project including installation of an automated sludge removal system.

STILLING WALL

The stilling walls are beginning to fail and require replacement. We recommend that the Town use this opportunity to demolish the stilling walls and replace them with an aluminum stilling wall with bottom-hinged flaps that will allow the continuous sludge removal system to access solids that deposit behind the stilling wall. This will be key in eliminating the need to drain and clean this area behind these stilling walls and ensure superior uniform distribution of flocculated water into the front of the sedimentation basins.

GROUTING AND DISCHARGE OF COLLECTED SOLIDS

During design, the bottoms of the sedimentation basins will be surveyed to determine the limits of grouting to ensure the basin floor is modified to enhance the performance of the traveling suction collector lines. Solids collected by this system will utilize available hydraulic grade in the basins for conveyance via the existing sedimentation drain piping to the facility solids equalization basin. No pumping will be necessary.

BACKWASH COLLECTION TANK

This tank was originally designed to allow for automatic intermediate-level and bottom-level withdrawal to remove backwash water only (intermediate-level withdrawal) or the removal of heavier deposited solids (bottom withdrawal). The addition of the continuous sludge removal system will simplify this operation by allowing the intermediate withdrawal to remain closed and the bottom withdrawal to remain open and be continuously used for the conveyance of solids to the WWTP. Dewberry will work with Altavista to develop control logic of this revised scenario to ensure rate and time of day discharges will be performed to minimize impacts to the receiving sewer interceptor and the Town's WWTP. Controls designed to replace existing older controls will provide the flexibility to receive input to disable or slow pumping operations when high flows and/or heavy rain occur at the WWTP. If the Town wishes to replace the pumps, Dewberry will re-evaluate the minimum flow rates and resulting line scouring velocities necessary to ensure a reliable operation of the backwash pumping station and forcemain.

SCADA

Operating status and any fault conditions of the automated solids removal system and all digital and analogue outputs from level, mixing, and pumping systems at the backwash collection tank will be integrated with the existing WTP SCADA system. Dewberry intends to coordinate with the current integrator utilized by

the Town as well as Town operational staff to ensure representative SCADA graphics, equipment status, and data display and capture are optimized for both the backwash tank and the automated sedimentation basin solids removal system.

Hydraulic Evaluation

General

Flocculated water is not being distributed uniformly across all sedimentation basins. Operators also have difficulty isolating flocculation tanks to perform independent draining and cleaning or perform general maintenance.

Investigation of Sedimentation Basin Distribution

Based on Dewberry's familiarity with this WTP and similar facilities, there is often a hydraulic advantage created by inlet and/or outlet flumes and channels that will result in non-uniform flow rates through sedimentation basins. Trying to correct for this advantage by throttling flow through mud valves on the influent distribution channel will result in sheering of floc, thus negatively affecting settling performance. The best way to correct this condition is to focus on properly isolating flow distribution within the effluent channel that distributes flow to individual filter gullets.

To identify improvements necessary to correct the sedimentation basin flow imbalance, Dewberry will focus on improvements within the sedimentation basin effluent channel to provide, to the extent feasible, effective hydraulic isolation within this channel so that flow from each sedimentation basin can be dedicated exclusively to the respective filter (i.e., all flow from sedimentation basin No. 5 will flow direct to Filter No. 5, all flow from sedimentation basin No. 4 will flow to Filter No. 4 and so on). By doing this, the rate-of-flow controllers for each filter will ensure the most uniform flow distribution across all sedimentation basins.

Flocculation Tanks

To identify solutions for properly isolating flocculation tanks so the tanks can be taken out of service, we will investigate replacing existing hand stop gates with gear-operated mechanical stop gates. Our recent site visit reveals this will present some challenges, given the operators of any new mechanical stop gates will protrude into the already restricted walkways around the flocculation basins. Limited removal of handrails at strategic locations and providing equivalent fall protection with removable grating at small openings will be investigated as a possible resolution to address restricted walkways, thereby allowing for the replacement of manual stop gates with mechanical stop gates.

Structural Improvements

General

Structural improvements are requested to repair walkways, stilling and baffle walls, general building defects, tanks, and handrails.

Flocculation Tanks, Sedimentation Basins, and Building

Having assessed and performed repairs at numerous water treatment facilities and visited the Altavista WTP, Dewberry is prepared to utilize in-house structural engineers and architects to evaluate defects in concrete components of the flocculation and sedimentation basins as well as the building. Moisture and repeated freeze-thaw cycles experienced at water treatment facilities lead to accelerated deterioration of concrete and the exterior of buildings. The effects of this are most common at the flocculation and sedimentation basins on walkway areas and at exposed expansion and cold joints, particularly at and above the water surface of the flocculation and sedimentation basins. Dewberry will assess the condition of these structures through visual inspection and sounding to identify the limits of repair needs. Depending on the type of defect found, typical repairs recommended may include:

- Epoxy or urethane injection
- Water stop repairs
- Expansion material replacement
- Spalled concrete removal and replacement
- Resurfacing with high-build coating repair systems
- Complete demolition and replacement



Dewberry's structural engineers will evaluate defects in concrete components of the flocculation and sedimentation basins as well as the building.

Sedimentation Stilling/Baffle Wall

The sedimentation basin stilling walls exhibit the highest degree of deterioration at this facility. Dewberry will recommend replacing these walls with an aluminum stilling wall that features a hinged bottom gate to enable the new sludge removal system to access and remove sludge that deposits behind this wall.

Handrails

The condition will be assessed, and remedial actions will be discussed with the Town to ensure final recommendations provide desired service life and functionality while minimizing long-term maintenance requirements. Any recommended modifications will be code compliant.

Preliminary Engineering Services

VDH requires that a Preliminary Engineering Conference (PEC) be held to discuss projects that have the potential to affect operations. Depending on the outcome of the PEC, VDH will require specific preliminary engineering information to be submitted in a report for review and approval. To prepare for the PEC meeting, Dewberry proposes conducting another site visit to review the scope of work with the Town and obtain any additional information that is believed relevant and helpful for the PEC meeting.

- Site Visit
 - Review scope of work
 - Interview operational staff to develop a clear understanding of concerns and operations
 - Perform additional preliminary condition assessment work
 - Obtain any additional drawings and/or information on equipment affected by this project
- Preliminary Engineering Conference (PEC)
 - Utilizing preliminary findings from the site visit, Town staff and Dewberry will meet with VDH
 - Obtain consensus on a concise format and content of a PER to meet the specific needs of this project
- Preliminary Engineering Report (PER)
 - Develop a PER with the following general content (i.e., content to be finalized during PEC):
 - General information

- Existing facilities (location map, history, water production and trends, condition of existing facilities)
- Need for project (health, sanitation, and security, aging infrastructure, alternatives considered, description, design criteria, environmental impacts, sustainability considerations, cost estimates)
- Selection of an alternative (life cycle cost analysis, con-monetary factors)
- Proposed project (recommended alternative (preliminary project design, project schedule, permit requirements, sustainability considerations, total project cost estimate (engineer's opinion of probable cost), annual operating budget and financial considerations)
- Conclusions and recommendations
- Submit draft PER to the Town for review and comment.
- Seal and submit the final PER to VDH for review, approval, and reimbursement of grant funds to the Town
- Develop a proposal for additional services for the Design and Construction Phases of this project

Design Phase Services

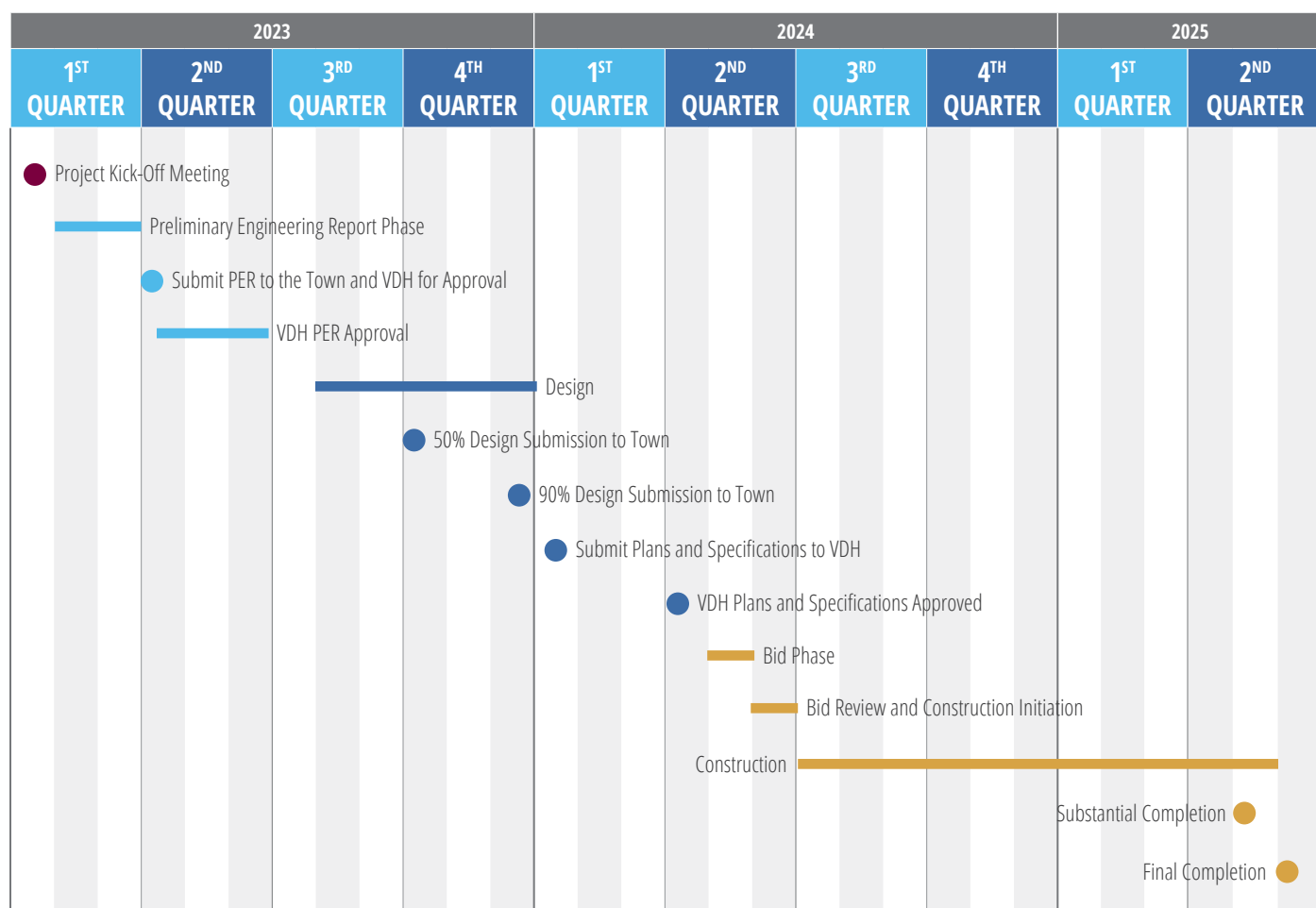
Design Phase Services

- Kickoff meeting
- Refine basis of design and perform final design calculations
- Provide monthly status reports on the project to the Town
- Provide 50% plans to the Town for review
- Hold a 50% design review meeting to review the plans and address any comments from the Town
- Provide 90% plans and specifications, as well as a cost estimate to the Town for review and comment
- Submit revised plans and specifications to the Town
- Submit plans and specifications to VDH for review
- Address all comments, issue final plans and specifications, and obtain a Certificate to Construct (CTC) from VDH

Construction Administration Services

- Prepare advertisement
- Distribution of bid documents to contractors and plan rooms
- Lead a pre-bid meeting
- Provide contractor clarifications
- Issue addenda
- Assist in bid opening
- Issue notice of award
- Prepare agreement
- Lead a pre-construction meeting
- Issue notice to proceed
- Lead monthly progress meetings
- Provide inspection at monthly progress meetings
- Review shop drawings
- Review monthly pay applications
- Review and issue change orders
- Provide substantial completion certification and punch list
- Prepare record documents
- Issue final completion certification

SCHEDULE





www.dewberry.com



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 6.E

CONSENT AGENDA

Title: VRA Financing for the Sedimentation and Solids Handling.

Staff Resource: Gary Shanaberger, Town Manager, and Tom Fore, Public Services Director

Action(s):

Approve the VRA 30-year loan as recommended by Staff.

Explanation:

The Town Manager and Public Services Director, in collaboration with RT Taylor, Davenport, recommended a 30-year financing option through the VRA for the Sedimentation and Solids Handling Project.

At their February 28th Work Session, Town Council authorized Staff to place this item on the March 14th Consent Agenda for official approval to move forward with the VRA's 30-year financing for the WTP Sedimentation and Solids Handling Project.

Background:

The Town of Altavista was awarded financing from the Virginia Department of Health (VRA) for their Sedimentation and Solids Handling Project. The funding package consists of \$2,340,000 as principal forgiveness (grant), and \$660,000 as a loan. The interest rate on a 30-year loan will be set at 0.5% below the 30-year market rate in the month before the loan closes; and the interest rate shall not be less than 1.5%.

Funding Source(s):

VDH/VRA Financing

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 6.F

CONSENT AGENDA

Title: DAWN - Environmental Testing and Remediation Plan

Staff Resource: Sharon D. Williams, AICP, Community Development Director

Action(s):

Approve the additional testing; and authorize Staff to apply for a remediation grant on behalf of DAWN.

Explanation:

At their February 28th Work Session, Town Council authorized Staff to place this item on the March 14th Consent Agenda - approval will authorize Stantec to create a remediation plan, up to \$20,000 under the Town's Brownfields Grant, for contaminants found at DAWN during their Phase II Environmental Assessment.

Background:

Stantec, the town's environmental consultant, completed a Vapor Intrusion Assessment (VIA) for DAWN of the former Moorefield Cleaners, located at 717 7th Street. Contaminants were found that exceeded residential and industrial standards. Stantec recommends engineering controls (i.e. vapor intrusion mitigation system, vapor barrier) be implemented to protect site users.

Currently, the town has \$137,000 remaining in a Brownfields Grant, available for use on site assessments or project planning. The grant expires on September 30, 2023; however the town may submit a request for an extension.

Once the plan has been created, Stantec recommends that the Town apply for a remediation grant on behalf of DAWN. The estimated cost for the remediation is \$30,000.

The remediation must occur before DAWN can occupy the building.

Funding Source(s):

Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund (VBAF) Site Assessment and Planning Grant

Attachments: *(click item to open)*

[*attachment. Moorefield_Cleaners_Vapor_Assessment*](#)

3.1 Laboratory Analyses Quality Control (QC) Observations and Interpretations

Laboratory QA/QC results indicate that the vapor samples arrived at the laboratory in proper containers. Laboratory analytical report copies are included in *Appendix C*. All samples were received by the laboratory on November 09, 2022, each analyzed within their respective holding times.

The laboratory conducted sample preparations in accordance with T0-15 for VOCs. Laboratory reporting included sample identification related to laboratory sample numbers, appropriate dates, analysts, analytical methods, appropriate dilution factors, quantitation levels, and method detection limits.

Laboratory QA/QC analyses indicate that the analytical results for indoor air/sub-slab soil gas samples collected appear to be usable. No significant leaks were detected in sample containers.

4 Discussion of Findings and Conclusions

This Phase II ESA has been prepared in accordance with generally accepted environmental methodologies referred to in ASTM E 1903-19 and contains all of the limitations inherent in those methodologies. No other warranties, expressed or implied, are made as to the professional services provided under the terms of our contract and included in this report. Based on analytical results and field observations, findings are discussed and conclusions and recommendations are presented in this section.

4.1 Constituents of Concern

4.1.1 Sub-Slab Soil Gas (SSSG)

Multiple VOCs were noted within the SSSG samples collected for analysis above laboratory detection limits. Most notable of these exceedances 1,3-butadiene, Benzene, PCE, and TCE, each of which were intermittently identified above their respective VDEQ VRP Tier III Residential and/or Industrial Screening Levels. All four SSSG samples exceeded the Industrial Screening level for PCE and TCE constituents. Sample SSSG-3 exhibited, overall, the highest VOC concentrations. This sample was obtained in the main warehouse room of the Site, where drycleaning operations were likely conducted.

4.1.2 Indoor Air

Multiple VOCs were noted within IA samples collected for analysis above laboratory detection limits. Benzene, Naphthalene, PCE, TCE, and xylenes, constituents were intermittently identified above their respective residential screening levels. Furthermore, concentrations of Naphthalene and TCE were identified above their respective Industrial screening levels in samples IA-1, IA-2, and IA-4.

4.2 Evaluation of Data Quality

The data gathered during this assessment has been deemed acceptable from a quality assurance perspective and is sufficient to determine whether the Subject Property has an indoor air contaminant condition to potentially effect onsite users.

4.3 Summary of Findings

Laboratory analytical results in this investigation indicate the presence of VOCs within the sub-slab and indoor air above residential and industrial screening levels. Analytical data gathered from the vapor samples collected for analysis suggest a broad impact throughout the entirety of the onsite structure.

Indoor air exposure to sub-slab soil gas can be exacerbated through the existence or creation of preferential pathways that bridge areas of contamination and onsite structures (subsurface utilities, subsurface construction, etc.). Cardno considers the elevated concentrations of sub-slab soil gas, in particular, to pose a risk to site users. If future redevelopment activities encounter groundwater, additional risks may accrue to construction workers and/or trespassers.

5 Recommendations

Based on the results of these comprehensive assessments, Cardno recommends the following:

- Screening level assessments of the sampling results reported here suggest a moderate impact from exposure to indoor air and sub-slab soil gas. If the existing hardscape (concrete slab) is removed or should excavation activities be conducted, Cardno recommends engineering controls and worker protection measures (proper ventilation, air monitoring, etc.) be implemented to mitigate residential and worker exposure to potentially harmful soil, groundwater, and/or soil vapor. In addition, any excavated soils should be characterized prior to offsite removal or disposal.
- Given the identified vapor intrusion risks, Cardno recommends engineering controls (i.e. vapor intrusion mitigation system, vapor barrier) be implemented to protect site users.
- Stantec recommends this Site be entered into the Virginia Voluntary Remediation Program (VRP).



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 7.A

PUBLIC HEARING(S)

Title:

REZONING CASE RZ-23-01: A request of Glenn & Deborah Berger to rezone 1.39± acres from M, Industrial to C-2, General Commercial. The subject property is located at 3326 Lynch Mill Rd and is identified as Parcel ID 69-A-65A.

Staff Resource: Sharon D. Williams, AICP, Community Development Director

Action(s):

Hold a public hearing to receive comments on the request.

Explanation:

A public hearing is being held on a request to rezone 3326 Lynch Mill Road from M (Industrial) to C-2 (General Commercial).

Background:

The Applicant has requested to rezone the property to permit the structure to be occupied as a residence.

Funding Source(s):

\$400 Application Fee

Attachments: *(click item to open)*

[*REZONING ORDINANCE 3326 LYNCH MILL RD.pdf*](#)

[*TC Staff Report 3.14.23 Rezoning of 3326 Lynch Mill Rd.pdf*](#)

[*Glenn Berger Application.pdf*](#)

[*3326 Lynch Mill Rd.pdf*](#)

[*Map 3326 Lynch Mill Road.pdf*](#)

[*FLUM.pdf*](#)

ORDINANCE AMENDMENT
CASE RZ-23-01

To rezone the property known as 3326 Lynch Mill Road from the Industrial (M) to the General Commercial Zoning District.

PUBLIC HEARING MARCH 14, 2023 AT 6:00 P.M.

THE TOWN OF ALTAVISTA HEREBY ORDAINS:

§1. That as shown on the survey entitled “Plat of Survey Situate Campbell County, VA., Vista Magisterial District for J. J. Eller”, prepared by Fred O. Shanks, Jr., dated July 6, 1976, a copy of which is attached to, incorporated into, and made a part this ordinance, the property known as 3326 Lynch Mill Road, is excluded from the Industrial (M) Zoning District and shall no longer be subject to the provisions of the sections 86-381 through 86-388 of the Code of the Town of Altavista (2002), as amended and the same are included in the General Commercial (C-2) Zoning District and shall be subject to the provisions of sections 86-351 through 86-356 of the Code of the Town of Altavista (2002), as amended.

§2. This ordinance shall be in force and effect upon adoption.

AYES:_____

NOES:_____

ABSTAIN:_____

ADOPTED:_____

REJECTED:_____

STRIKEN:_____

**Town Council Staff Report
Rezoning #RZ-23-01
Public Hearing March 14, 2023**

Request:

The request is from Glenn & Deborah Berger to rezone a parcel from Industrial (M) to General Commercial (C-2). The subject parcel is located at 3326 Lynch Mill Rd and is identified as Tax Parcel 69-4-4-3.

Background:

Applicant:	Glenn & Deborah Berger
Owner:	Glenn & Deborah Berger
Requested Action:	To rezone the property from the Industrial (M) Zoning District to the General Commercial (C-2) Zoning District.
Tax Parcel:	69-A-65A
Status of Property:	Vacant Office
Size:	1.39± acres

Adjoining Zoning and Land Use:

North: M (Industrial) – 30± acres, undeveloped
South: R-1 (Low Density Residential) – church and a single-family dwelling
East: M (Industrial) – 30± acres, undeveloped
West: R-1 (Low Density Residential) – a single family dwelling and 79.5± undeveloped acres

Introduction:

Changes to a zoning district can be made by amending the regulations that govern that district or by an amendment to the official Zoning Map (rezoning). The applicant is proposing to downzone the property in order to use it as a dwelling unit. The current Industrial designation does not permit single-family residential. The proposed C-2 (General Commercial) Zoning District permits dwellings.

According to real estate records the parcel was developed as a single-family dwelling in 1950 and was occupied as that use until 1996.

The parcel and the area around it were annexed into the town in 1979. During the initial zoning, the property was designated as Industrial. When that happened, the dwelling became nonconforming (grandfathered) and the use would have been allowed to continue, provided that the use was not abandoned for a period of two (2) or more years or changed to a conforming use.

When the home was converted to a commercial use it lost any vested rights it had as a single-family dwelling, per Sec. 86-702(d)(4) of the Town of Altavista Zoning Ordinance and §15.22307(c) of the Code of Virginia. There are three elements that preserve a nonconforming status:

1. The existing use continues, or it changes to a more restrictive use.
2. The use is not continued to more than two (2) years.
3. Buildings or structures are maintained in their then structural condition.

Altavista Zoning Ordinance:

§15.2-702(d)(4) *General provisions as to nonconforming lots of record, structures, uses of land, and uses of structures:*

- (4) If a building in which a nonconforming use is conducted is moved for any distance, for any reason, the future use of such building shall be in conformity with the regulations specified for the zoning district in which such building is located.

§ 86-703(a) *General rules as to nonconforming uses:*

- (a) If any nonconformity of any type ceases for any reason for a continuous period of two years or more or is changed to or replaced by a conforming use, the land and building that occupied such nonconforming use shall be subject to all the regulations as to use for the zoning district in which such land and building are located as if such nonconforming use had never existed.

Code of Virginia:

§15.2-2307(C) of the Code of Virginia:

- (C) A zoning ordinance may provide that land, buildings, and structures and the uses thereof which do not conform to the zoning prescribed for the district in which they are situated may be continued only so long as the then existing or a more restricted use continues and such use is not discontinued for more than two years, and so long as the buildings or structures are maintained in their then structural condition; and that the uses of such buildings or structures shall conform to such regulations whenever, with respect to the building or structure, the square footage of a building or structure is enlarged, or the building or structure is structurally altered as provided in the Uniform Statewide Building Code (§ 36-97 et seq.). If a use does not conform to the zoning prescribed for the district in which such use is situated, and if (i) a business license was issued by the locality for such use and (ii) the holder of such business license has operated continuously in the same location for at least 15 years and has paid all local taxes related to such use, the locality shall permit the holder of such business license to apply for a rezoning or a special use permit without charge by the locality or any agency affiliated with the locality for fees associated with such filing. Further, a zoning ordinance may provide that no nonconforming use may be expanded, or that no nonconforming building or structure may be moved on the same lot or to any other lot which is not properly zoned to permit such nonconforming use.

Analysis of the request:

The Code of Virginia under § 15.2-2284 provides matters to be considered as part of rezoning:

1. Existing use and character of the property

The property was built as a single-family dwelling. While it was converted into an office, it has maintained the residential colonial façade.

2. Comprehensive Plan

The Comprehensive Plan's Future Land Use Map (FLUM) recommends "General Commercial" for this parcel, which does not support the proposed residential use.

General Commercial - These areas are generally located along North Main Street and at major highway intersections. They are suitable locations for auto oriented uses and large-scale commercial uses such as shopping centers and big-box retailers. Because of traffic generated by these large uses, special concern must be given to site design issues like access, turning movements, and the design capacity of existing roads.

The Town adopted its updated Comprehensive Plan on December 13, 2022. The Planning Commission spent several meetings discussing growth, development, and the Future Land Use Map. This area was discussed by the Planning Commission and the recommendation was to leave *General Commercial* as the recommendation.

3. The suitability of the property for various uses

The applicant has demonstrated through his occupancy of the building, that the property is suitable for commercial uses and provides onsite parking that would accommodate the use. If the building is converted to a single-family dwelling, the required off-street parking could be provided.

4. The trends of growth and change

Staff is of the opinion that the properties along Lynch Mill Rd should be reviewed as part of the Zoning Ordinance and Zoning Map update in 2023. There should be a wholistic approach to zoning changes and should involve more than one (1) parcel. There are vacant parcels adjacent to and across the road from 3326 Lynch Mill Rd that could be developed for residential and/or commercial uses. However, if the 30-acre parcel adjacent to this is developed for an industrial use. There could be incompatible uses.

5. The current and future requirements to the of the community as to land for various purposes as determined by the population and economic studies and other studies

The Economic Strategic Plan (ESP) identified the lack of housing diversity as a challenge for Altavista. Recommendations in the plan include rehabilitation, patio style homes for seniors, downtown housing, and mixed-use development. If the building were converted to a residence, it could attract a buyer to located to Altavista to own a larger home.

The ESP also states that Altavista is prime for office use as people relocate to Altavista to avoid the high rents in Lynchburg. The current layout could easily accommodate an office/professional services establishment.

6. The Transportation requirements of the community

This intersection has already been identified as an area in need of improvements.

7. The requirements for airports, housing, schools, parks, playgrounds, recreation areas and other public services.

The existing and proposed use would have little if any impact on services.

8. The encouragement of the most appropriate use of land throughout the locality

The most appropriate use of this area is as commercial as designated by the Comprehensive Plan and it sits at the corner of the entrance to industrial, commercial, and public facility uses. If the parcel is considered prime for commercial and residential purposes, a comprehensive overview should be given to the area led by the Planning Commission and staff.

Public Input:

The public hearing was advertised in the Altavista Journal, the property was posted, and adjacent property owner letters were mailed. As of the writing of this report there have been no phone calls, letters, or emails in support of or in opposition to this request.

Budget Impact:

Any revenue lost would be nominal to the town. The new owner may face a higher residential tax rate. According to the Campbell County Office of Real Estate that have the option of assessing the value of the land at a commercial rate, while the building would be assessed at a residential rate.

Staff Recommendation:

Staff is not supportive of the request as presented. The applicant has not demonstrated that a dwelling is the only viable use for the property. Staff would support a conditional rezoning that eliminated the residential use, which would support the Comprehensive Plan recommendation. The rezoning to C-2 to convert the building to residential may create conflicting uses where no protection will be provided against future development.

Planning Commission Recommendation:

The Planning Commission held a public hearing on the request, after which they voted 4-0 to recommend approval of the request.

Planning Commission Vice Chair Marie Mitchell was disqualified from participating in the public hearing. She disclosed, as required, that she had a personal interest in the case, as defined by §2.2-3101 of the Code of Virginia.

Should Town Council approve the rezoning, the owner will need to obtain a Certificate of Occupancy to occupy the building as a residence and before the Campbell County Real Estate Office will change the property classification.

If Town Council is of the opinion that *residential* is an appropriate use in this area, staff request that Town Council refer this road back to the Planning Commission to reevaluate the Future Land Use Map and provide a report to Town Council.

Attachments:

1. Application
2. Aerial Map
3. Zoning Map
4. Future Land Use Map

OFFICE USE ONLY	
App. #	<u>R2-22-01</u>
FEE PAID:	<u>\$200</u>
DATE:	<u>11-21-22</u>

TOWN OF ALTAVISTA**APPLICATION FOR REZONING**

This application and accompanying information must be submitted in full before the request for a zoning change can be referred to the Planning Commission and Town Council for consideration. Please contact the Zoning Department at (434) 369-5001 for application and deadline or questions.

Request is hereby made by the principle officer of applicant or undersigned owner of the below listed property for consideration of a zoning change as provided for in Section 86-33 of The Code of the Town of Altavista, Virginia 2002.

Applicant Information

Name: Glenn & Deborah Berger Phone Number: 434 546-5606

Address: 206 River Oaks Dr. Altavista

Property Information

Property Owner(s): Glenn & Deborah Berger Phone Number: 434 546-5606

Property Address or Location: 3326 Lynch Mill Road Altavista

Parcel ID Number: 69 - A - 65A

Present Zoning District: Industrial

Requested Change in Zoning: Commercial 2

Purpose of Request

Description for the requested zoning change and proposed use:

see attached

Please demonstrate how the proposed change and use will be in harmony with the purposes of the adjoining and adjacent district(s).

(Use separate pages if additional space is required)

Oper: ALTADRM2 Type: OC Drawer: 2
 Date: 11/21/22 01 Receipt no: 4885
 25 PERMIT FEE - ZONING, SIGN, 1.00
 BERGER, GLENN \$400.00
 CK CHECK 1249 \$400.00
 Trans date: 11/21/22 Time: 10:14:17



Please demonstrate how there will be no undue adverse impacts on the surrounding neighborhood or adjacent zoning district in terms of public health, safety, or general welfare, and show the measures to be taken to achieve such goals.

(Use separate pages if additional space is required)

The following items must accompany this application:

1. The written consent of the owner or agent for the owner (only if the applicant is not the owner). If the applicant is the contract purchaser, the written consent of the owner is required.
2. One copy of a site plan for the property showing the lot, structures, site improvements, parking areas and spaces, and any other information necessary to determine the ability to meet the Zoning Ordinance site development standards, use and design standards, and physical compatibility with the neighborhood or adjacent zoning district.
3. Vicinity map (may be included on the site plan).
4. Fee of \$400 for zoning change application to be applied to the cost of advertising, administrative expense, first class postage, appropriate signage, and processing this application. Please make your check or money order payable to the **TOWN OF ALTAVISTA.**
5. Any item submitted that is greater than 11"x 17" paper size or in color, as deemed necessary as by the applicant, requires twenty-five (25) copies.

Signature of Applicant:

Date: 11/20/2022

This property contains 1.36-1.39 acres and is located at the intersection of Lynch Mill Road and Clarion Road. One structure exists, which was built as a residence and used as a residence for over 200 years. The requested change in zoning is to again allow its use as a residence as well as any other non-industrial purpose.

The adjoining properties located across Lynch Mill Road and across Clarion Road are zoned "residential". The properties to the east and north are zoned "industrial". A creek and flood zone border the property to the north. Altavista Elementary School is located approximately ½ mile west on Lynch Mill Road. The town has prohibited through tractor trailers from this part of Lynch Mill Road. A church is located directly across from the property. No transition zoning exists between the industrial and residential zones. Actual industrial use would conflict with the present nature and use of Lynch Mill Road.

The Town is considering installing a roundabout at this intersection, presumably for safety reasons. It is probable that some acquisition of our property will be necessary for the roundabout. This would further limit the use of the property for industrial purposes.

The primary difference between the present zoning and the requested zoning is to eliminate industrial use and to allow single family dwelling use. This would create no adverse impact on the surrounding neighborhood. In fact, its use for industrial purposes would negatively impact the adjacent area, school buses, church-attendees, local families and create traffic concerns.

The growth of Altavista depends on providing sufficient housing. There is presently a strong demand for housing and far less demand for industry. Since November 5, 2021, 75 homes have been sold in the 24517 zip code. The homes were on the market for an average of 23

days. During that same time period, 5 commercial properties were sold; they were on the market an average of 520 days. We are all aware of the reduced footprint of manufacturing in our area due to the loss of Lane, Klopman, Timken, Pluma, Universal, English Inc. and the underutilization of these properties.

Objections to this rezoning request are not anticipated from the community. However, if raised, objections would likely be that it constitutes illegal "spot zoning", which is zoning intended to benefit only the owner and create a detriment to the town. The acceptability of spot zoning is determined upon the facts and circumstances of each case, with consideration being given to the size of the parcel, the public benefit and the consistency with the surrounding zoning and uses. There is no detriment to the town; in fact, the town benefits from this change.

The house and grounds have some historical interest. The house was constructed in the 1700s as a two room with loft dwelling for the farm workers who serviced the Lynch property, now known as Avoca, and was part of that tract. It later came to be known as "Beaus' Rest", as it provided lodging for suitors of the Lynch daughters. Over time, additions to the structure were made as various local families raised their children in the home.

As an alternative to rezoning, the town could amend its zoning ordinance to allow single family residences to exist in industrial zones.

Barbara C. Foster

Agent for Bd. of Supervisors
Approved for Recordation 7/13/76
in accordance with Sec. 2.29-2
of the Campbell Co. Subdivision Ord.
---Plat fee---
\$11.00

County of Campbell,
Virginia
PLAT FEE PAID
\$11.00
On July 13, 1976
Walter J. J. Eller
Treas., Dep. Treas.

PLAT OF SURVEY
situate
CAMPBELL COUNTY, VA.
Vista Magisterial District
FOR
J. J. ELLER
Scale: 1"=100' July 6, 1976

I certify that this is an accurate
map of a survey made under my direction.
John D. Shanks, Jr.
LAND SURVEYOR No 631



FRED O. SHANKS, JR.
ENGINEERS — SURVEYORS
DANVILLE — VIRGINIA
FILE A-5313

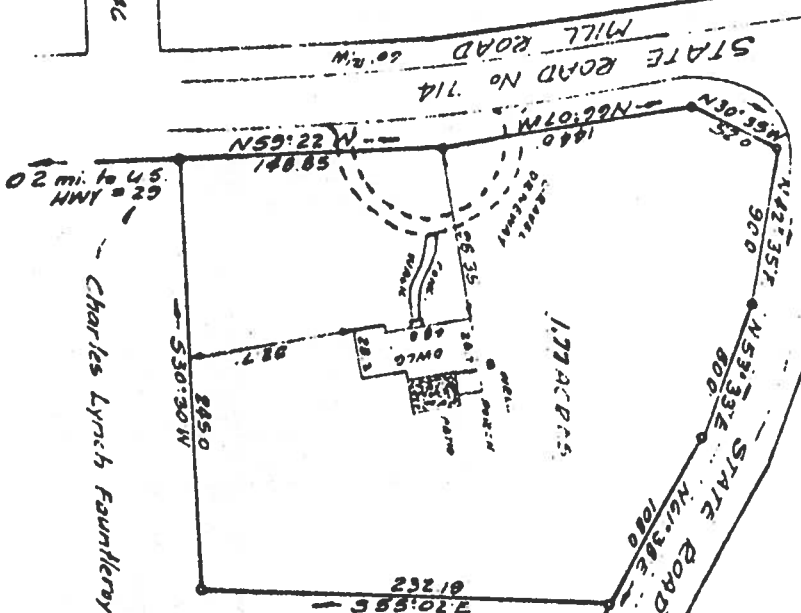
Charles Lynch Foundlery
DB 132, Pg. 301
9 1/2 Ac.

Part of Tract No. 17 - Known
as Robertson Land
DB 279, Pg. 130

HALL CREEK

CLARION - OTTER RIVER ROAD

Charles Lynch Foundlery








Y for Mr. P. D. Smith Sept. 1, 1936
Kabler, DB 171, Pg. 413 - formerly
River Dist.

AT ALL CORNERS

Campbell County, VA













Legend

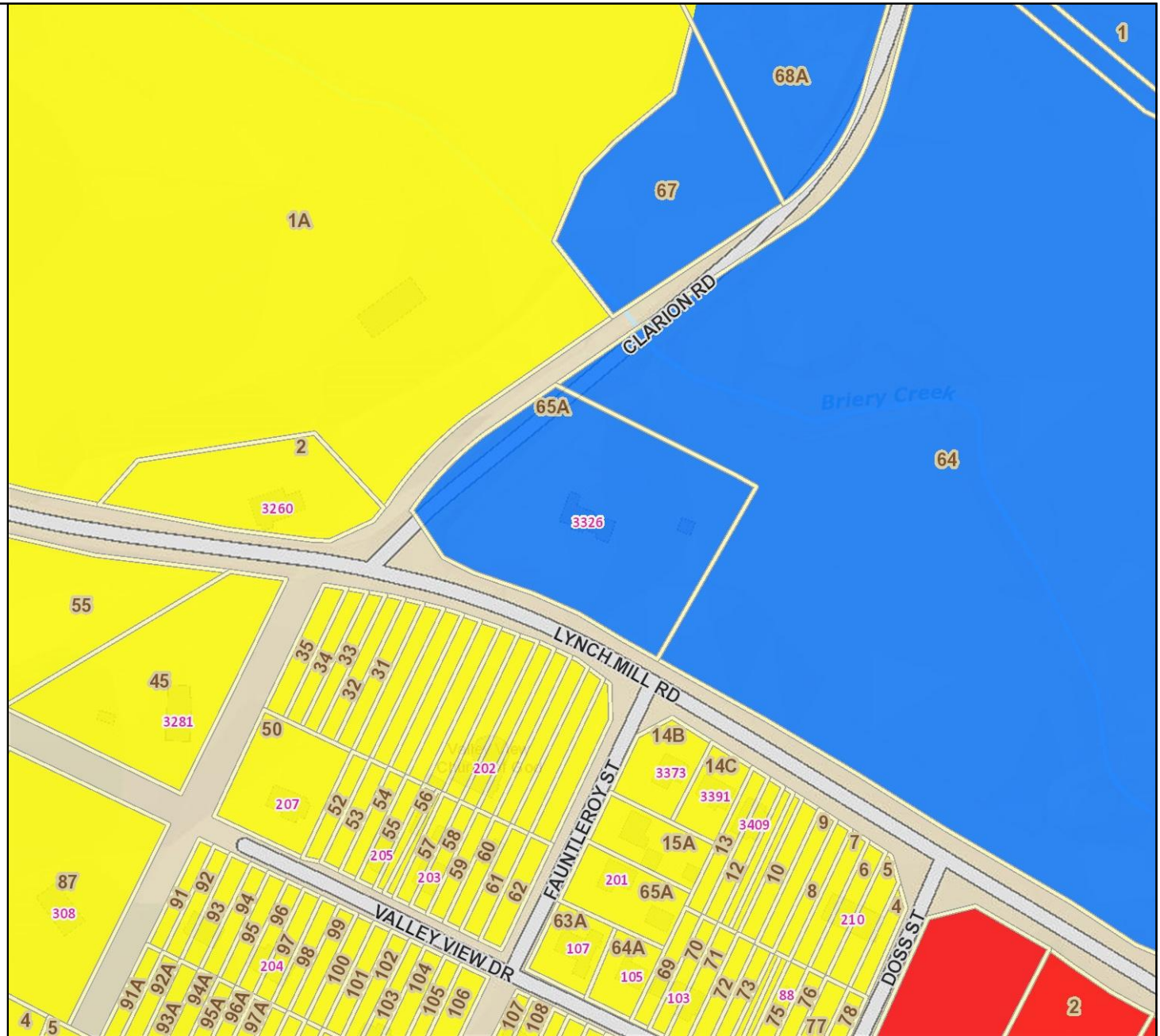
-  County Boundary
-  Street Names
-  Lot Numbers
-  Parcels
-  HiddenRoadCenterline



Campbell County, VA

Legend

-  County Boundary
-  E9-1-1 Addresses
-  Street Names
-  Lot Numbers
-  Parcels
-  Zoning Districts - Altavista
-  R1 Single Family Residential
-  R2 Multi-Family Residential
-  C1 Light Commercial
-  C2 Commercial
-  M Industrial
-  HiddenRoadCenterline



Feet
0 50 100 150 200
1:2,257 / 1"=188 Feet

Title: 3326 Lynch Mill Rd

Date: 12/16/2022

DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and Campbell County is not responsible for its accuracy or how current it may be.

Fut_LU

- Downtown Commercial
- Economic Opportunity Area
- General Commercial
- Industrial
- Institutional
- Low Density Residential
- Medium Density Residential
- Mixed Use
- Open Space
- road





TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 7.B

PUBLIC HEARING(S)

Title:

ORDINANCE AMENDMENT OA-23-01: An ordinance to amend Sec. 86-32 *Use Types* of the Zoning Ordinance to amend the definition of *hospital*.

Staff Resource: Sharon D. Williams, AICP, Community Development Director

Action(s):

Hold a public hearing to receive comments on the request.

Explanation:

A public hearing is being held to receive comments on a proposed amendment to the Zoning Ordinance to amend the definition of hospital to state that the use type does not include facilities operated for the treatment of drug addiction or substance abuse.

Background:

The Community Development Director, in her capacity as the Zoning Administrator, was asked to make a determination on whether a residential substance abuse treatment center should be classified as a "hospital" based on the Zoning Ordinance definition of the use. She ruled that it was not defined as a hospital and therefore was not a permitted use.

To avoid any ambiguity in the future, staff recommends amending the definition to read: *Hospital means a facility providing medical, psychiatric, or surgical service for sick or injured persons primarily on an in-patient basis and including ancillary facilities for outpatient and emergency treatment diagnostic services, training, research, administration, and services to patients, employees, or visitors. This use type shall not include facilities operated for the treatment of drug addiction or substance abuse.*

The Planning Commission held a public hearing on February 6, 2023 and voted to recommend approval of the proposed text amendment by a vote of 5-0.

Funding Source(s):

Public Hearing Ad - General Fund

Attachments: (click item to open)

[Sec. 86_32. Use_types.pdf - hospital.pdf](#)

AN ORDINANCE TO AMEND THE CODE OF THE TOWN OF ALTAVISTA, VIRGINIA, 2002, AS AMENDED, CHAPTER 86 "ZONING" BY AMENDING §86-32, USE TYPES.

BE IT ORDAINED by the Town Council of the Town of Altavista:

- (1) That §86-32 of the Code of the Town of Altavista, 2002, as amended are amended to recodify to read as follows:

Sec. 86-32. Use types.

Accessory apartment means a second dwelling unit within a detached single-family dwelling or within an accessory structure on the same lot as the detached single-family dwelling, which is clearly incidental and subordinate to the main dwelling unit.

Adult bookstore means an establishment that devotes more than 15 percent of the total floor area utilized for the display of books and periodicals to the display and sale of the following: (a) books, magazines, periodicals or other printed matter, or photographs, films, motion pictures, blue ray discs, compact discs, digital video discs, video cassettes, slides, tapes, records, or other forms of visual or audio representations which are characterized by an emphasis upon the depiction or description of "specified sexual activities" or "specified anatomical areas;" or (b) instruments, devices, or paraphernalia which are designed for use in connection with "specified sexual activities." An adult bookstore does not include an establishment that sells books or periodicals as an incidental or accessory part of its principal stock-in-trade and does not devote more than 15 percent of the total floor area of the establishment to the sale of books and periodicals, or photographs, films, motion pictures, blue ray discs, compact discs, digital video discs, video cassettes, slides, tapes, records, or other forms of visual or audio representations.

Adult drive-in-theatre means an open lot or part thereof, with appurtenant facilities, devoted primarily to the presentation of motion pictures, films, theatrical productions, and other forms of visual productions, for any form of consideration, to persons in motor vehicles or on outdoor seats, and presenting material distinguished or characterized by an emphasis on matter depicting, describing or relating to "specific sexual activities" or "specified anatomical areas" for observation by patrons.

Adult mini-motion picture theatre means an establishment, with a capacity of more than five but less than 50 persons, where, for any form of consideration, films, motion pictures, video cassettes, slides, or similar photographic reproductions are shown, and in which a substantial portion of the total presentation time is devoted to the showing of material which is distinguished or characterized by an emphasis upon the depiction or description of "specified sexual activities" or "specified anatomical areas" for observation by patrons.

Adult model studio means an establishment open to the public where, for any form of consideration or gratuity, figure models who display "specified anatomical areas" are provided to be observed, sketched, drawn, painted, sculptured, photographed, or similarly depicted by persons, other than the proprietor, paying such consideration or gratuity. This provision shall not apply to any school of art which is operated by an individual, firm, association, partnership, corporation, or institution which meets the requirements established in the Code of Virginia, for the issuance or conferring of, and is in fact authorized there under to issue and confer, a diploma.

Adult motion picture arcade means a place to which the public is permitted or invited where coin or slug-operated or electronically, electrically, or mechanically controlled still or motion picture machines, projectors, or other image producing devices are maintained to show images to five or fewer persons per machine at any one time, and where the images so displayed are distinguished or characterized by an emphasis on depicting or describing "specified sexual activities" or specified "anatomical areas."

Adult motion picture theatre means an establishment, with a capacity of 50 or more persons, where, for any form of consideration, films, motion pictures, video cassettes, slides, or similar photographic reproductions are shown; and in which a substantial portion of the total presentation time is devoted to the showing of material which is distinguished or characterized by an emphasis upon the depiction or description of "specified sexual activities" or "specified anatomical areas" for observation by patrons.

Adult use means any adult bookstore, adult motion picture theatre, adult mini-motion picture theatre, adult motion picture arcade, adult model studio, or adult drive-in theatre, as defined in this chapter.

Agricultural service means services provided specifically for the agricultural community which is not directly associated with a farm operation. Included in this use type would be servicing of agricultural equipment, independent equipment operators, and other related agricultural services.

Agriculture means the use of land for the production of food and fiber, including farming, dairying, pasturage, agriculture, horticulture, viticulture, and animal and poultry husbandry. The keeping of a cow, pig, sheep, goat, male chicken (rooster) or similar animal shall constitute agriculture regardless of the size of the animal and regardless of the purpose for which it is kept. The keeping of female chickens in compliance with section 86-515.1 shall not constitute agriculture. The keeping of horses in compliance with section 86-515.2 shall not constitute agriculture. A garden accessory to a residence shall not be considered agriculture (see definition for Garden, home).

Amateur radio tower means a structure on which an antenna is installed for the purpose of transmitting and receiving amateur radio signals erected and operated by an amateur radio operator licensed by the Federal Communications Commission (FCC).

Antique shop means a place offering primarily antiques for sale. An antique for the purposes of this chapter shall be a work of art, piece of furniture, decorative object, or the like, of or belonging to the past, at least 30 years old.

Asphalt plant means an establishment engaged in manufacturing or mixing of paving materials derived from asphaltic mixtures or tar.

Assembly hall means a building, designed and used primarily for the meeting or assembly of a large group of people for a common purpose. Typical uses include meeting halls, union halls, bingo halls, and catering or banquet facilities.

Assisted care residence means an establishment, regulated by the Commonwealth of Virginia, that provides shelter and services which may include meals, housekeeping, and personal care assistance primarily for the elderly. Residents are able to maintain a semi-independent lifestyle, not requiring the more extensive care of a nursing home.

Automobile dealership, new means an establishment that uses building, land area or other premise for the display of new and used automobiles, trucks, vans, or motorcycles for sale or rent, including any warranty repair work and other major and minor repair service conducted as an accessory use.

Automobile dealership, used means a lot or establishment where three or more used or previously-owned motor vehicles, including automobiles, trucks, and motorcycles are displayed at one time for sale.

Automobile parts/supply, retail means retail sales of automobile parts and accessories. Typical uses include automobile parts and supply stores which offer new and factory rebuilt parts and accessories, and include establishments which offer minor automobile repair services.

Automobile rental/leasing means rental of automobiles and light trucks and vans, including incidental parking and servicing of vehicles for rent or lease. Typical uses include auto rental agencies and taxicab dispatch areas.

Automobile repair service, major means repair of construction equipment, commercial trucks, agricultural implements and similar heavy equipment, including automobiles, where major engine and transmission repairs are conducted. This includes minor automobile repairs in conjunction with major automobile repairs. Typical uses

include automobile and truck repair garages, transmission shops, radiator shops, body and fender shops, equipment service centers, machine shops and other similar uses where major repair activities are conducted.

Automobile repair service, minor means repair of automobiles, noncommercial trucks, motorcycles, motor homes, recreational vehicles, or boats, including the sale, installation, and servicing of equipment and parts. Typical uses include tire sales and installation, wheel and brake shops, oil and lubrication services and similar repair and service activities where minor repairs and routine maintenance are conducted.

Aviation facility, general means landing fields, aircraft parking, service facilities and related facilities for the operation, service, fueling, repair, storage, charter, sales, and rental of aircraft, including activities directly associated with the operation and maintenance of airport facilities and the provision of safety and security.

Aviation facility, private means any area of land used or intended to be used for the landing or taking-off of aircraft for personal use of the tenant or owner of the site, and not available for public use or commercial operations. Aircraft include helicopters, and all fixed wing planes and gliders, including hang gliders.

Bed and breakfast means a dwelling, occupied by the owner or member of owner's immediate family or, with the written permission of the owner, tenant leasing the entire home, in which not more than five bedrooms are provided for overnight guests for compensation, on daily or weekly basis, with or without meals.

Brewpub means a restaurant featuring beer that is brewed, on site, as an accessory use, either for consumption on-site or in hand-capped containers.

- (1) The area used for brewing, bottling, and kegging shall not exceed 30 percent of the total floor area of the commercial space.

Business support service means an establishment or place of business engaged in the sale, rental or repair of office equipment, supplies and materials, or the provision of services used by office, professional and service establishments. Typical uses include office equipment and supply firms, small business machine repair shops, convenience printing and copying establishments, as well as temporary labor services.

Business/trade school means a school providing education or training in business, commerce, language, or other similar activity or occupational pursuit, and not otherwise defined as an educational facility, either primary and secondary, or college and university.

Car wash means an establishment that washes and cleans vehicles. Typical uses include automatic conveyor machines and self-service vehicle washes.

Cemetery means land used or dedicated to the burial of the dead, including columbariums, crematoriums, mausoleums, and necessary sales and maintenance facilities. Funeral services use types shall be included when operated within the boundary of such cemetery.

Club means a use providing meeting or social facilities for civic or social clubs, and similar organizations and associations, primarily for use by members and guests. Recreational facilities, unless otherwise specifically cited in this section, may be provided for members and guests as an accessory use. This definition shall not include fraternal or sororal organizations associated with colleges or universities. A club does not include a building in which members reside.

Commercial indoor amusement means an establishment which provides multiple coin operated amusement or entertainment devices or machines as other than an incidental use of the premises. Such devices would include pinball machines, video games, and other games of skill or scoring, and would include pool and/or billiard tables, whether or not they are coin operated. Typical uses include game rooms, billiard and pool halls, and video arcades.

Commercial indoor entertainment means an establishment conducting predominantly spectator uses within an enclosed building. Typical uses include motion picture theaters, and concert or music halls.

Commercial indoor sports and recreation means an establishment conducting predominantly participant uses within an enclosed building. Typical uses include bowling alleys, ice and roller skating rinks, indoor shooting ranges, indoor racquetball, swimming, and/or tennis facilities.

Commercial outdoor entertainment means an establishment conducting predominantly spectator uses in open or partially enclosed or screened facilities. Typical uses include sports arenas, go-cart, lawn mower, motor vehicle or animal racing facilities, tractor pulls, and outdoor amusement parks.

Commercial outdoor sports and recreation means an establishment conducting predominantly participant uses in open or partially enclosed or screened facilities. Typical uses include driving ranges, miniature golf, swimming pools, tennis courts, outdoor racquetball courts, motorized cart and motorcycle tracks, and motorized model airplane flying facilities.

Communications service means an establishment primarily engaged in the provision of broadcasting and other information relay services accomplished through the use of electronic and telephonic mechanisms. Excluded from this use type are facilities classified as utility services — major or minor. Typical uses include television studios, telecommunication service centers, telegraph service offices or film and sound recording facilities.

Community recreation means a recreational facility for use solely by the residents and guests of a particular residential development, planned unit development, or residential neighborhood, including indoor and outdoor facilities. These facilities are usually proposed or planned in association with development and are usually located within or adjacent to such development.

Composting means a process by which animal wastes and plant discards are combined and manipulated to produce a soil additive/nutrient. Composting does not include the processing of municipal wastes.

Construction sales and service means an establishment or place of business primarily engaged in retail or wholesale sale, from the premises, of materials used in the construction of buildings or other structures, but specifically excluding automobile or equipment supplies otherwise classified herein. Typical uses include lumber yards, building material stores and home supply establishments.

Construction yard means an establishment housing facilities of businesses primarily engaged in construction activities, including outside storage of materials and equipment. Typical uses are building contractor's yards.

Consumer repair service means an establishment primarily engaged in the provision of repair services to individuals and households, rather than businesses, but excluding automotive and equipment repair use types. Typical uses include appliance repair shops, shoe repair, watch or jewelry repair shops, or repair of musical instruments.

Convenience store means an establishment primarily engaged in the provision of frequently or recurrently needed goods for household consumption, such as prepackaged food and beverages, and limited household supplies and hardware. Convenience stores may include fuel pumps or the selling of fuel for motor vehicles. Typical uses include neighborhood markets and country stores.

Correction facility means a public or privately operated use providing housing and care for individuals legally incarcerated, designed to isolate those individuals from a surrounding community.

Crisis center means a facility providing temporary protective sanctuary for victims of crime or abuse including emergency housing during crisis intervention for individuals, such as victims of physical attacks, rape, or abuse.

Cultural service means a library, museum, or similar public or quasi-public use displaying, preserving and exhibiting objects of community and cultural interest in one or more of the arts or sciences.

Custom manufacturing means establishments primarily engaged in the on-site production of goods by hand manufacturing, within enclosed structures, involving the use of hand tools, or the use of mechanical equipment commonly associated with residential or commercial uses.

Dance hall means an establishment in which more than ten percent of the total floor area is designed or used as a dance floor, or where an admission fee is directly collected or some other form of compensation is obtained for admission to or use of a dance floor.

Day care center means a facility operated for the purpose of providing care, protection and guidance to 13 or more individuals during only part of a 24-hour day. This term includes nursery schools, preschools, day care

centers for individuals, and other similar uses but excludes public and private educational facilities or any facility offering care to individuals for a full 24-hour period.

Duplex means the use of an individual lot for two dwelling units which share at least one common wall, each occupied by one family.

Educational facility, college/university means an educational institution authorized by the Commonwealth of Virginia to award associate, baccalaureate or higher degrees.

Educational facility, primary/secondary means a public, private or parochial school offering instruction at the elementary, junior and/or senior high school levels in the branches of learning and study required to be taught in the public schools of the Commonwealth of Virginia.

Equipment sales and rental means an establishment primarily engaged in the sale or rental of tools, trucks, tractors, construction equipment, agricultural implements, similar industrial equipment, and the rental of recreational vehicles. Included in this use type is the incidental storage, maintenance, and servicing of such equipment.

Extended stay lodging means a building or group of attached or detached buildings containing lodging units available for rental or lease to transients for periods of 30 consecutive days or more. Lodging units generally contain full kitchens and kitchen wares, and onsite guest laundry facilities, periodic maid service, and may offer restaurants, meeting rooms and/or recreation facilities.

Family day care home means a single-family dwelling in which more than five but less than 13 individuals receive care, protection and guidance during only part of a 24-hour day. Individuals related by blood, legal adoption or marriage to the person who maintains the home, or is providing the care, shall not be counted towards this total. The care of five or less individuals for portions of a day shall be considered a home occupation.

Farmers market means a place where locally-grown plants, produce, canned goods, or baked goods excluding livestock are sold on a temporary or seasonal basis to the general public. It shall not include wholesale or bulk sales to commercial enterprises or the sale of crafts, household items, or other non-agricultural products.

Financial institution means an establishment that provides financial and banking services to consumers or clients. Walk-in and drive-in services to consumers are generally provided on site. Typical uses include banks, savings and loan associations, savings banks, credit unions, free-standing automatic teller machines, and lending establishments, but, for purposes of this chapter, not including a "pawn shop" or a "payday loan establishment" which are defined separately.

Flea market means a business engaged in the sale of used or new items, involving regular or periodic display of merchandise for sale or for bartering, that may be located outdoors or indoors.

Food bank, food pantry, or similar uses means a public or charitable institution that collects and/or distributes food or edible commodities to individuals in need. This can include food banks, food pantries, soup kitchens, hunger relief centers or other food or feeding centers similar in nature.

Funeral services means establishments engaged in undertaking services such as preparing the dead for burial, and arranging and managing funerals. Typical uses include mortuaries and crematories.

Garden center means establishments or places of business primarily engaged in retail or wholesale (bulk) sale, from the premises, of trees, shrubs, seeds, fertilizers, pesticides, plants and plant materials primarily for agricultural, residential and commercial consumers. Such establishments typically sell products purchased from others, but may sell some material which they grow themselves. Typical uses include nurseries, plant stores and lawn and garden centers.

Garden, community means a garden in a residential district for the production of vegetables, fruits and flowers specifically intended for use and/or consumption by the residents of the general community and not for commercial production.

Garden, home means a garden in a residential district for the production of vegetables, fruits and flowers specifically intended for use and/or consumption by the occupants of the premises and not for commercial

production. For purposes of this chapter, a home garden is considered an accessory use of the parcel to a primary use.

Gasoline station means any place of business with fuel pumps and gasoline storage tanks which provides fuels for motor vehicles.

General office means use of a site for business, professional, or administrative uses excluding medical offices. Typical uses include real estate, insurance, management, travel, computer software or information systems research and development, or other business offices; organization and association offices; or law, architectural, engineering, accounting or other professional offices. Retail sales do not comprise more than an accessory aspect of the primary activity of a general office.

Golf course means a tract of land for playing golf, improved with tees, greens, fairways, hazards, and which may include clubhouses and shelters. Included would be executive or par three golf courses. Specifically excluded would be independent driving ranges and any miniature golf course.

Governmental service means a governmental office providing administrative, clerical or public contact services that deal directly with the citizens. Typical uses include federal, state, city, town and county offices.

Group home means a building used as a dwelling unit where not more than eight mentally ill, intellectually disabled, or other developmentally disabled persons, not related by blood or marriage, reside, with one or more resident counselors or other staff persons and for which the Virginia Department of Mental Health, Mental Retardation and Substance Abuse Services is the licensing authority, pursuant to Code of Virginia, § 15.2-2291. Excluded from this definition are drug or alcohol rehabilitation centers, half-way houses and similar uses.

Guidance service means a use providing counseling, guidance, recuperative, or similar services for persons requiring rehabilitation assistance or therapy for only part of a 24-hour day. This use type shall not include facilities operated for the treatment of drug addiction or substance abuse.

Halfway house means an establishment providing residential accommodations, rehabilitation, counseling, and supervision to persons suffering from alcohol or drug addiction, to persons reentering society after being released from a correctional facility or other institution, or to persons suffering from similar disorders or circumstances.

Home occupation means an accessory use of a dwelling unit, or an accessory use of an accessory building on a residential property, for gainful employment involving the production, provision, or sale of goods and/or services in accordance with article IV, use and design standards.

Hospital means a facility providing medical, psychiatric, or surgical service for sick or injured persons primarily on an in-patient basis and including ancillary facilities for outpatient and emergency treatment diagnostic services, training, research, administration, and services to patients, employees, or visitors. This use type shall not include facilities operated for the treatment of drug addiction or substance abuse.

Hotel/motel/motor lodge means a building or group of attached or detached buildings containing lodging units available for rental or lease to transients for periods of less than 30 consecutive days. Such uses generally provide additional services such as daily maid service, restaurants, meeting rooms and/or recreation facilities.

Industry, heavy means an establishment which has the potential to be dangerous or extremely obnoxious. Included are those in which explosives are stored, petroleum is refined, natural and liquid gas and other petroleum derivatives are stored and/or distributed in bulk, radioactive materials are compounded, pesticides and certain acids are manufactured, and hazardous waste is treated or stored as the establishment's principal activity.

Industry, light means an establishment engaged in the processing, manufacturing, compounding, assembly, packaging, treatment or fabrication of materials and products, from processed or previously manufactured materials. Light industry is capable of operation in such a manner as to control the external effects of the manufacturing process, such as smoke, noise, soot, dirt, vibration, odor, etc. A machine shop is included in this category. Also included is the manufacturing of apparel, electrical appliances, electronic equipment, camera and photographic equipment, ceramic products, cosmetics and toiletries, business machines, food, paper products (but not the manufacture of paper from pulpwood), musical instruments, medical appliances, tools or hardware, plastic

products (but not the processing of raw materials), pharmaceuticals or optical goods, bicycles, and any other product of a similar nature or requiring similar production characteristics.

Industry, medium means enterprises in which goods are generally mass produced from raw materials on a large scale through use of an assembly line or similar process, usually for sale to wholesalers or other industrial or manufacturing uses. Included in this use type are industries involved in processing and/or refining raw materials such as chemicals, rubber, wood or wood pulp, forging, casting, melting, refining, extruding, rolling, drawing, and/or alloying ferrous metals, and the production of large durable goods such as automobiles, manufactured homes, or other motor vehicles.

Intermodal facility means a facility where freight in transit is transferred from one mode of transportation (air, rail, truck, water) to another mode of transportation.

Kennel, commercial means the boarding, breeding, raising, grooming or training of five or more dogs, cats, or other household pets of any age not owned by the owner or occupant of the premises, and/or for commercial gain.

Laboratory means an establishment primarily engaged in performing research or testing activities into technological matters. Typical uses include engineering and environmental laboratories, medical, optical, dental and forensic laboratories, x-ray services; and pharmaceutical laboratories only involved in research and development. Excluded from this use type are any laboratories which mass produce one or more products directly for the consumer market.

Landfill, construction debris means the use of land for the legal disposal of construction and demolition wastes consisting of lumber, wire, sheet rock, broken brick, shingles, glass, pipes, concrete, and metals and plastic associated with construction waste from land clearing operations consisting of stumps, wood, brush, and leaves.

Landfill, rubble means the use of land for the legal disposal of only inert waste. Inert waste is physically, chemically and biologically stable from further degradation and considered to be non-reactive, and includes rubble, concrete, broken bricks, and block.

Landfill, sanitary means the use of land for the legal disposal of municipal solid waste derived from households, business and institutional establishments, including garbage, trash, and rubbish, and from industrial establishments, other than hazardous wastes as described by the Virginia Hazardous Waste Regulations.

Laundry means establishments primarily engaged in the provision of laundering, cleaning or dyeing services other than those classified as personal services. Typical uses include bulk laundry and cleaning plants, diaper services, or linen supply services.

Life care facility means a residential facility primarily for the continuing care of the elderly, providing for transitional housing progressing from independent living in various dwelling units, with or without kitchen facilities, and culminating in nursing home type care where all related uses are located on the same lot. Such facility may include other services integral to the personal and therapeutic care of the residents.

Manufactured home means a structure subject to federal regulations, built since June 15, 1976, which is transportable in one or more sections; is eight feet or more in width and 40 body feet or more in length in the traveling mode, or is 320 or more square feet when erected on site; is built on a permanent chassis; is designed to be used as a single-family dwelling, with or without a permanent foundation when connected to the required facilities; and includes the plumbing, heating, air conditioning, and electrical systems contained in the structure. This structure is not constructed to meet the Industrialized Building Code, Council of American Building Officials, Virginia Uniform Statewide Building Code Use Group R-4.

Manufactured home park means one or more contiguous parcels of land in which two or more lots are provided for manufactured homes.

Manufactured home sales means an establishment primarily engaged in the display, retail sale, rental, and minor repair of new and used manufactured homes, parts, and equipment.

Manufactured home, emergency means a manufactured home used temporarily for the period of reconstruction or replacement of an uninhabitable dwelling lost or destroyed by fire, flood, or other act of nature, or used temporarily as housing relief to victims of a federally declared disaster in accordance with section 86-456.

Meat packing and related industries means industries processing of meat products and by-products directly from live animals or offal from dead animals.

Medical office means use of a site for facilities which provide diagnoses, minor surgical care and outpatient care on a routine basis, but which does not provide overnight care or serve as a base for an ambulance service. Excluded from this definition shall be facilities operated for the treatment of drug addiction and substance abuse. Medical offices are operated by doctors, dentists, or similar practitioners licensed by the commonwealth.

Microbrewery means a facility for the production, bottling, packaging and sale of beer, malt beverages, mead, wine, artisan spirits, and/or hard cider, produced on site for distribution, retail or wholesale, on or off-premises sales, with a capacity of not more than 15,000 barrels per year.

- (1) If operated in conjunction with a restaurant, the operation shall be considered a brewpub.
- (2) The development may include other uses such as a standard restaurant, bar or live entertainment as otherwise permitted in the zoning district.
- (3) All state ABC laws shall apply to the production and sale of all alcoholic beverages.

Mini-storage means a building designed to provide rental storage space in cubicles where each cubicle has a maximum floor area of 400 square feet. Each cubicle shall be enclosed by walls and ceiling and have a separate entrance for the loading and unloading of stored goods. Cubicles may or may not be climate controlled.

Mobile home means a factory assembled structure or structures equipped with the necessary service connections and made to be readily movable as a unit or units on its (their) own running gear and designed to be used as a dwelling unit without a permanent foundation and built before June 14, 1976 (also see Manufactured Home). This unit does not meet the requirements of the Council of American Building Officials (CABO) or the Virginia Uniform Statewide Building Code Use Group R-4. The phrase "without a permanent foundation" indicates that the support system is constructed with the intent that the manufactured home placed thereon will be moved from time to time at the convenience of the owner.

Modular home means a dwelling unit constructed on-site in accordance with the Virginia Uniform Statewide Building Code and composed of components substantially assembled in a manufacturing plant and transported to the building site for final assembly on a permanent foundation.

Modular home sales means a site used for the construction and display of model modular homes, including a sales office and incidental storage associated with the construction of the model homes.

Multi-family dwelling means a building or portion thereof which contains three or more dwelling units for permanent occupancy, regardless of the method of ownership. Included in the use type would be garden apartments, low and high rise apartments, apartments for elderly housing and condominiums.

Non-profit facility means a building owned or controlled by a non-profit organization holding an exemption under Internal Revenue Code Section 501(c) said exempt status to be evidenced by a currently valid exemption letter from the Internal Revenue Service. Such non-profit organization shall be in good standing with the Internal Revenue Service in all respects.

Nursing home means a use providing bed care and in-patient services for persons requiring regular medical attention but excluding a facility providing surgical or emergency medical services and excluding a facility providing care for alcoholism, drug addiction, mental disease, or communicable disease. Nursing homes have doctors or licensed nurses on duty.

Outdoor gathering means any temporary organized gathering expected to attract 500 or more people at one time in open spaces outside an enclosed structure. Included in this use type would be music festivals, church revivals, carnivals and fairs, and similar transient amusement and recreational activities not otherwise listed in this section. Such activities held on publicly owned land shall not be included within this use type.

Park and ride facility means a publicly-owned short term parking facility for commuters.

Parking facility, structure means a site used for a parking structure unrelated to a specific use which provides one or more parking spaces together with driveways, aisles, turning and maneuvering areas, incorporated landscaped areas, and similar features meeting the requirements established by this chapter. This use type shall not include parking facilities accessory to a permitted principal use.

Parking facility, surface means a site used for surface parking unrelated to a specific use which provides one or more parking spaces together with driveways, aisles, turning and maneuvering areas, incorporated landscaped areas, and similar features meeting the requirements established by this chapter. This use type shall not include parking facilities accessory to a permitted principal use.

Pawn shop means an establishment engaged in the loaning of money on the security of property pledged to a pawnbroker and the incidental sale of such property.

Payday loan establishment means a place of business engaged in offering small, short-maturity loans on the security of (i) a check, (ii) any form of assignment of an interest in the account of an individual or individuals at a depository institution, or (iii) any form of assignment of income payable to an individual or individuals, other than loans based on income tax refunds. For the purposes of this chapter, such establishments shall not be construed to be "banks" or "financial institutions."

Personal improvement services means establishments primarily engaged in the provision of informational, instructional, personal improvements and similar services. Typical uses include driving schools, health spas or physical fitness studios, reducing salons, dance studios, handicraft and hobby instruction.

Personal services means establishments or places of business engaged in the provision of frequently or recurrently needed services of a personal nature. Typical uses include beauty and barber shops; tattoo and piercing establishments; grooming of pets; seamstresses, tailors; florists; and laundromats and dry cleaning services.

Planned unit development (i.e. — P.U.D.) means a type of building development specifically described by ordinance standards in which a thoughtfully designed grouping of varied and compatible land uses, such as housing, recreation, commercial centers, and industrial parks, are all contained within one overall development plan.

Post office means an establishment providing postal services directly available to the consumer operated by the United States Postal Service.

Public assembly means a facility owned and operated by a public or quasi-public agency accommodating public assembly for sports, amusement, or entertainment purposes. Typical uses include auditoriums, sports stadiums, convention facilities, fairgrounds, and sales and exhibition facilities.

Public maintenance and service facility means a public facility supporting maintenance, repair, vehicular or equipment servicing, material storage, and similar activities including street or sewer yards, equipment services centers, and similar uses having characteristics of commercial services or contracting or industrial activities.

Public park and recreational area means publicly-owned and operated parks, picnic areas, playgrounds, indoor or outdoor athletic facilities, and open spaces.

P.U.D. See *Planned unit development* (above).

Railroad facilities means railroad yards, equipment servicing facilities, and terminal facilities.

Recreational vehicle sales and service means an establishment engaged in the retail sales of recreational vehicles, boats, and jet skis, including service and storage of vehicles parts and related accessories.

Recycling center means a receptacle or facility used for the collection and storage of recyclable materials designed and labeled for citizens to voluntarily take source separated materials for recycling.

Religious assembly means a use located in a permanent building and providing regular organized religious worship and related incidental activities, except primary or secondary schools and day care facilities.

Resource extraction means an establishment involving on-site extraction of surface or subsurface mineral products or natural resources. Typical uses are quarries, borrow pits, sand and gravel operations, mining, and soil mining. Specifically excluded from this use type shall be grading and removal of dirt associated with an approved site plan or subdivision, or excavations associated with, and for the improvement of, a bona fide agricultural use.

Restaurant, fast food or drive-thru means an establishment engaged in the preparation and sale of food and beverages for take-out, delivery, or table service, served in disposable containers at a counter, a drive-up or drive-thru service facility, or at a curb.

Restaurant, general means an establishment engaged in the preparation and sale of food and beverages containing more than 3,000 gross square feet and typically characterized by table service to customers.

Restaurant, mobile means a readily movable wheeled cart, trailer, or vehicle designed and equipped for the preparing, serving, and/or selling of food and operated at temporary locations. This definition shall include food trucks, food trailers, and food carts and shall not apply to ice cream trucks, "meals on wheels" or food home delivery services.

Restaurant, small means an establishment engaged in the preparation and sale of food and beverages containing no more than 3,000 gross square feet. Typical uses include cafes, coffee shops and small restaurants. Customers may be served over the counter or by table service by a wait staff.

Retail sales means an establishment engaged in sale or rental with incidental service, of commonly used goods and merchandise for personal or household use, excluding those classified more specifically by these use type classifications.

Safety service means a facility for the conduct of safety and emergency services for the primary benefit of the public, whether publicly or privately owned and operated, including police, fire protection, emergency medical and ambulance services.

Satellite dish antenna means an accessory use that is a combination of:

- (1) An antenna or dish antenna whose purpose is to receive communication or other signals from orbiting satellites and other distant sources;
- (2) A low-noise amplifier (LNA) which is situated at the focal point of the receiving component and whose purpose is to magnify and transfer signals; and
- (3) A coaxial cable whose purpose is to carry the signals to the exterior of the building.

Sawmill means an establishment for the storage of harvested timber and/or the sawing of timber into lumber products.

Scrap and salvage service means a place of business primarily engaged in the storage, sale, dismantling or other processing of uses or waste materials which are not intended for reuse in their original forms. Typical uses include paper and metal salvage yards, automotive wrecking yards, junk yards, used tire storage yards, or retail and/or wholesale sales of used automobile parts and supplies.

Shooting range, outdoor means a site where land is used for archery and the discharging of firearms for the purposes of target practice, skeet and trap shooting, mock war games, or temporary competitions, such as a turkey shoot. Excluded from this use type shall be general hunting and the unstructured and nonrecurring discharging of firearms on private property with the property owner's permission.

Single-family dwelling means a site-built or modular building designed for or used exclusively as one dwelling unit for permanent occupancy.

- (1) *Detached* means a single-family dwelling which is surrounded by open space or yards on all sides, is located on its own individual lot, and which is not attached to any other dwelling by any means.
- (2) *Attached* means two single-family dwellings sharing a common wall area, each on its own individual lot.

Stable, private means the boarding, keeping, breeding, pasturing or raising of horses, mules, donkeys, ponies or llamas exclusively for personal use and enjoyment by the owner or occupant of the property or the riding of said animals by the owner or occupant of the property and/or their non-paying guests.

Studio, fine arts means a building, or portion thereof, used as a place of work by a sculptor, artist, photographer or similar artisan and/or for sale of such products.

Substance abuse clinic means an establishment which provides outpatient services primarily related to the treatment of alcohol, or other drug or substance abuse disorders, which services include the dispensing and administering of controlled substances and pharmaceutical products by professional medical practitioners as licensed by the commonwealth.

Temporary family health care structures means as described by Code of Virginia, § 15.2-2292.1 and in section 86-460 of this chapter, a transportable residential structure, providing an environment facilitating a caregiver's provision of care for a mentally or physically impaired person, and which has been primarily assembled at a location other than the site of installation.

Tower means any structure that is designed and constructed primarily for the purpose of supporting one or more antennas. The term includes but is not limited to radio and television transmission towers, microwave towers, common-carrier towers, and cellular telephone and wireless communication towers. Tower types include, but are not limited to monopoles, lattice towers, wooden poles, and guyed towers. Excluded from this definition are amateur radio towers, which are otherwise defined.

Townhouse means a grouping of three or more attached single-family dwellings in a row in which each unit has its own front and rear access to the outside, no unit is located over another unit, and each unit is separated from each other by one or more common walls.

Transfer station means any storage or collection facility which is operated as a relay point for municipal solid waste which ultimately is to be transferred to a landfill.

Transportation terminal means a facility for loading, unloading, and interchange of passengers, baggage, and incidental freight or packages between modes of ground transportation, including bus terminals, railroad stations, and public transit facilities.

Travel center means an establishment containing a mixture of uses which cater to the traveling public and in particular motor freight operators. A travel center might include such uses as fuel pumps, restaurants, overnight accommodations, retail sales related to the motor freight industry, and similar uses.

Truck terminal means a facility for the receipt, transfer, short term storage, and dispatching of goods transported by truck. Included in the use type would be express and other mail and package distribution facilities, including such facilities operated by the U.S. Post Office.

Upper-story residential unit means residential dwellings, as a secondary or ancillary use in mixed-use commercial or office structures, located on any floor above the ground floor (second-story or above). Such units may provide a residence for the owner, manager, or employees of the business on the first-floor of the same building or may be rented out to the public.

Utility service, major means services of a regional nature which normally entail the construction of new buildings or structures such as generating plants and sources, electrical switching facilities and stations or substations, water towers and tanks, community waste water treatment plants, and similar facilities. Included in this definition are also electric, gas, and other utility transmission lines of a regional nature which are not otherwise reviewed and approved by the Virginia State Corporation Commission.

Utility service, minor means services which are necessary to support existing and future development within the immediate vicinity and involve only minor structures. Included in this use type are distribution lines and small facilities that are underground or overhead, such as transformers, relay and booster devices, and well, water and sewer pump stations. Also included are all major utility services that were in existence prior to the adoption of this chapter.

Veterinary hospital/clinic means any establishment rendering surgical and medical treatment of animals. Boarding of animals shall only be conducted indoors, on a short term basis, and shall only be incidental to such hospital/clinic use, unless also authorized and approved as a commercial kennel.

Warehousing and distribution means an establishment specializing in storage, warehousing and dispatching of goods within enclosed structures, or outdoors. Typical uses include wholesale distributors, storage warehouses and moving/storage firms.

Wedding/event facility means a facility which is utilized by individuals or groups to accommodate private functions including but not limited to, banquets, weddings, celebrations, and other events. Civic, religious and community owned buildings are not included in this definition.

(Ord. of 10-11-2011(3), § 2; Ord. of 7-14-2015(1), § 1; Ord. of 4-12-2016(1), § 1; Ord. of 5-9-2017(2), § 1; Ord. of 8-8-2017(1), § 1; Ord. of 11-13-2018(1); Ord. of 5-14-2019(1), § 1; Ord. of 7-9-2019(3), § 1)



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 7.C

PUBLIC HEARING(S)

Title:

ORDINANCE AMENDMENT OA-23-02: An ordinance to amend Sec. 86-352(5) of the Zoning Ordinance to authorize hospitals in the C-2 (General Commercial) Zoning District with a Special Use Permit.

Staff Resource: Sharon D. Williams, AICP, Community Development Director

Action(s):

Hold a public hearing to receive comments on the request.

Explanation:

A public hearing is being held to receive comment on a proposed amendment to the Zoning Ordinance, which would permit hospitals with a Special Use Permit (P) in the C-2 (General Commercial) Zoning District.

Background:

At the January 3, 2023 Planning Commission meeting a discussion was held between staff and the Planning Commissions about the definition of a hospital. The question was raised on whether hospitals should be a by-right use or if they should be permitted with a Special Use Permit (SUP).

Special Use Permits are often required for uses that are generally thought of as having external or "spillover" effects that could negatively affect neighboring properties. Included are uses that produce higher than normal levels of noise, light, odor, or activity.

It was the consensus of the Planning Commission that the use should only be permitted through a SUP to permit conditions that would mitigate any potential negative impact.

A public hearing was held on February 6, 2023 after which, the Planning Commission voted 5-0 to recommend that hospitals be permitted only with a Special Use Permit.

Funding Source(s):

Public Hearing Ad - General Fund

Attachments: *(click item to open)*

[*Ordinance Hospital with SUP.pdf*](#)

An Ordinance to repeal, amend and re-ordain Section 86-352 (3) of the Code of the Town of Altavista, 1968, relative to civic use types in the C-2 district, by adding hospitals.

Be it ordained by the Town Council of the Town of Altavista:

1. That Section 86-352 (3) of the Code of the Town of Altavista, 1968, be repealed, amended and re-ordained as follows:

Sec. 86-352. Permitted uses.

- (3) *Civic use types.*
 - Assisted care residence*
 - Club*
 - Correction facility (S)
 - Crisis center
 - Cultural services
 - Educational facilities, college/university (S)
 - Educational facilities, primary/secondary
 - Food bank, food pantry, or similar uses. Subject to Sec. 86-482.1
 - Governmental service
 - Guidance service
 - Halfway house (S)
 - Hospitals – Special Use permit required.
 - Life care facility
 - Nursing home
 - Park and ride facility
 - Post office
 - Public assembly
 - Public maintenance and service facility (S)
 - Public parks and recreational areas (S)
 - Religious assembly*
 - Safety services
 - Utility service, major (S)
 - Utility service, minor

2. This Ordinance shall become effective immediately upon passage by the Town Council of the Town of Altavista.



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 7.D

PUBLIC HEARING(S)

Title:

ORDINANCE AMENDMENT OA-23-04: An ordinance to amend *Chapter 62 Solid Waste, Weed Control* of the Code of the Town of Altavista

Staff Resource: Sharon D. Williams, AICP, Community Development Director, Tom Fore, Public Services Director, Jeff Arthur, Public Works Manager, Brian Roach, B&G Supervisor, Teri Anderson, Admin Assistant

Action(s):

Hold a public hearing to receive comments on the request.

Explanation:

The Departments of Community Development and Public Services are recommending that the solid waste ordinance be updated.

Background:

The Community Development Director and Public Services Director are recommending that the Town's solid waste ordinance be updated. The Chapter was last updated in 2004 when the town switched to automated collection, which began in January 2005. Since that time, some of the town's policies and practices have changed; however, the code has not been updated.

The code changes are based on policy changes including collection schedules, bulk and brush collection, establishes a bulk collection policy for rental unit moveouts, establishes a policy for weekend truck rentals, and requires all dumpster to be enclosed. The amendment includes the removal of fees and is replaced by a reference to the Master List of Fees and Charges..

Staff is also proposing that Town Council approve a a business district dumpster placement policy for businesses in the the Central Business District.

Funding Source(s):

Public Hearing Ad - General Fund

Attachments: *(click item to open)*

[*23_03_POL_business-district-dumpster-placement-policy_v.final.pdf*](#)
[*Ordinance Amendment Solid Waste; Weed Control.pdf*](#)

Business District Dumpster Placement Policy

Town of Altavista, VA

Adopted: March 14, 2023

1. The Town of Altavista recognizes that in the Commercial Business District that locating an on-site dumpster for a commercial business is not always possible.
2. If Town-owned property is available and deemed suitable by the Public Services Director, at his/her sole discretion, a downtown business may request a site to place a waste container (dumpster). Once the request is made in writing by the business and received by the Town of Altavista, the Town will make every effort to provide a location agreeable to both parties for the placement of a waste container, not to exceed eight (8) cubic yard capacity. The Town of Altavista will not provide waste containers.
3. Businesses participating under this Policy shall sign and date this Policy statement as provided below.
4. Once a permissible site location has been agreed upon by the parties the business is solely responsible to make the container compliant with the requirements of Chapter 62 of the Code for the Town of Altavista, namely, but not exclusively, those provisions set forth in Section 62-43. Failure to comply with Chapter 62 of the Code for the Town of Altavista will result in the removal of the business owner's dumpster as provided therein.
5. The participating business shall be solely responsible for all expenses and liabilities associated with the waste container including, but not limited to, delivery, rental, waste collection, insurance, maintenance, and compliance with Chapter 62 of the Code for the Town of Altavista and removal of the waste container.
6. All Town-owned property shall remain in control of the Town of Altavista and no agreement under this policy shall be interpreted otherwise. Should any activity of the Town on its property be determined to interfere with access to the waste container, the Town will make every effort to notify the affected business(es) with all relevant information, including the day(s) of the anticipated interruption.

Business Name: _____

Waste Container Location: _____

Signatures:

I, the undersigned applicant, accept the terms and conditions of the Town of Altavista's Business District Dumpster Placement Policy (the Policy) and agree fully to comply therewith to the satisfaction of the Town of Altavista. Furthermore, I, my agents and contractor(s) shall assume all liability for the conduct and actions of our agents and employees and hold harmless the Town of Altavista from any and all claims for damages, actions or causes of action arising out of placement of our waste container on Town-owned property. It is expressly understood that participation under this Policy is conditioned upon the businesses compliance with the rules and regulations set forth therein.

For the Business: _____

Date: _____

For the Town: _____

Date: _____

ORDINANCE AMENDMENT
CASE OA-23-04

An ordinance to repeal, amend, and re-ordain Chapter 62 – SOLID WASTE; WEED CONTROL of the Code of the Town of Altavista (2002) as it relates to collection of solid waste, brush, and bulk; to remove fees and refer to the Master List of Fees; to establish guidelines for the rental of the weekend truck; to require screening for dumpsters; and to update the classification of criminal offenses and punishment for commission of misdemeanor as provided in the Code of Virginia.

PUBLIC HEARING MARCH 14, 2023 AT 6:00 P.M.

THE TOWN OF ALTAVISTA HEREBY ORDAINS:

§1. That Chapter 62 of the Code of the Town of Altavista, 2002, as amended be repealed, amended, and re-ordained as follows:

Chapter 62 SOLID WASTE; WEED CONTROL¹

ARTICLE I. IN GENERAL²

Sec. 62-1. Object of chapter provisions.

The object of this chapter is to provide for the health and welfare of the public by regulating the storage, collection, and disposal of solid waste; and to control the growth of weeds in the town.

(Ord. of 5-11-2004, § 1; Ord. of 7-13-2004(1), § 1)

¹Cross reference(s)—Disposal of dead companion animals, § 18-81; environment, ch. 34; manufactured homes and trailers, ch. 42; utilities, ch. 78.

State law reference(s)—Virginia Waste Management Act, Code of Virginia, § 10.1-1400 et seq.; removal of trash, garbage, etc., weeds and other foreign growth, Code of Virginia, §§ 15.2-901, 15.2-902; garbage and refuse disposal, Code of Virginia, § 15.2-927 et seq.; regulation of garbage and refuse pickup and disposal services, contracts, Code of Virginia, § 15.2-930; contracts for garbage and refuse pickup and disposal services, waste recovery facilities, Code of Virginia, § 15.2-932; delivery of garbage, trash and refuse to certain facilities, Code of Virginia, § 15.2-933; mailing summons for violation of trash ordinance, Code of Virginia, § 19.2-76.2.

²Editor's note(s)—Ord. of 5-11-2004, § 1, adopted May 11, 2004, repealed the former Art. I., §§ 62-1—62-6, and enacted a new Art. I as set out herein. The former Art. I pertained to similar subject matter. For complete list of derivations, see Code Comparative Table.

Sec. 62-2. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Ashes means the residue resulting from the burning of wood, coal, coke or other combustible material.

Authorized person shall mean any town employee, any person employed by the town on a temporary basis, or any person designated by the town, to remove solid waste, or any person licensed by the town to provide bulk container collection service.

Automated collection container shall mean a container designated by the town manager, which shall be used for automated collection service; hereinafter, referred to as container.

Disposal means the storage, collection, handling, transportation, recycling, transformation, reduction, destruction or relocation of refuse.

Filth means any unwholesome substance, offal, litter, including human and animal waste.

Hazardous material means a substance or material in a form or quantity which may pose an unreasonable risk to health, safety or property when transported, and which the Secretary of Transportation of the United States has so designated by regulation or order to include aerosol spray receptacles (e.g., household cleaners, disinfectants, hairspray, spray paint), airbags and airbag inflators, alcohols (e.g., rubbing alcohol, high-proof spirits), ammunition and gun powders, bleaches, camping equipment (e.g., camping stove, kerosene lanterns), car batteries, carbon dioxide canisters and cylinders, consumer electronics with lithium batteries (e.g., cell phones, laptops), dry ice, essential oils (flammable), fertilizer compounds and ammonium nitrate fertilizers, fire extinguishers, fireworks – consumer and novelty, fragrances (e.g., perfumes and colognes), fuels (e.g., gasoline, diesel fuel, propane, kerosene), fuel-powered equipment (containing fuel), hand sanitizer, inks (flammable), insecticides and pest control products, lighters and matches, lithium batteries, including portable chargers and power banks, mercury and articles that contain mercury, nail polish and nail polish remover, oxygen tanks (medical and recreational), paints, paint thinners and removers, refrigerant gases (e.g., liquid nitrogen or carbon dioxide), scuba tanks, smoke detectors, swimming pool chemicals, and wood treatment products (e.g., sealants, stains, varnishes). If uncertain whether an item is classified as hazardous contact the Virginia Department of Environmental Quality (DEQ).

Person means any natural person, association, partnership, firm or corporation, who or which places any material out for disposal.

Solid Waste shall mean all waste materials, except body waste and shall include garbage, ashes, rubbish and trash.

(Ord. of 5-11-2004, § 1)

Sec. 62-3. Collection dates.

The town manager or their designee is vested with the duty of preparing a schedule for the collection of refuse providing for collection at least once each week in all sections of the town, and such schedule is to be posted in the town hall and made available to anyone requesting a copy.

(Ord. of 5-11-2004, § 1)

Sec. 62-4. Fees

All solid waste disposal fees and rates shall be as set from time to time by resolution of the town council and shown on the Town of Altavista Master List of Fees and Charges, hereinafter the "master list" which master list is incorporated herein by reference and made a part hereof and shall be enforceable as if set out herein.

(Ord. of 5-11-2004, § 1)

Sec. 62-5. Containers; protection.

The contents of garbage containers are the sole responsibility of the person placing the garbage out for collection, and it is the sole responsibility of such person to keep the garbage in the containers until it is picked up. Any spillage or release of contents of garbage containers for whatever reason shall be cleaned up by the person who placed it out for collection immediately upon discovery. Failure to clean up such spillage or release after notice from the town to do so shall constitute a violation of this chapter, punishable as prescribed in section 62-6. It shall be a rebuttable presumption that the owner or tenant of the parcel immediately adjacent to a garbage container is the person who placed that container out for collection.

(Ord. of 5-11-2004, § 1)

Sec. 62-6. Penalties for violation of chapter.

Except as otherwise provided in this chapter, any person who shall violate any provision of this chapter shall be guilty of a class 4 misdemeanor.

(Ord. of 5-11-2004, § 1)

Sec. 62-7. Only authorized persons to handle solid waste placed for collection.

It shall be unlawful for any person to scavenge in the solid waste of another, and no person, other than an authorized person, shall handle solid waste set out for collection, of the contents of any receptacle containing solid waste which has been put therein for removal by an authorized person.

No person, other than an authorized person, may place solid waste in a collection vehicle.

(Ord. of 5-11-2004, § 1)

Secs. 62-8—62-40. Reserved.

ARTICLE II. COLLECTION AND DISPOSAL³

Sec. 62-41. Plastic bags not to be used as containers.

Plastic bags may not be used as collection containers.

(Ord. of 5-11-2004, § 1)

Sec. 62-42. Solid waste disposal procedure.

- (a) *Disposal.* Except as otherwise provided in this chapter, it shall be unlawful for any person to dump, burn, bury, destroy or otherwise dispose of any solid waste anywhere in the town.

³Editor's note(s)—Ord. of 5-11-2004, § 1, adopted May 11, 2004, repealed the former Art. II., §§ 62-41—62-44, and enacted a new Art. II as set out herein. The former Art. II pertained to similar subject matter. For complete list of derivations, see Code Comparative Table.

- (b) *Automated collection containers.* Each residence and business (see (3) a. below) will receive one 956-gallon container ~~or one 65-gallon container~~ at no cost. ~~Each residence will have the choice of size; however, if a change in the size of selected container is requested there will be a one-time fee of \$50.00. If a residence does not request a specific size a 96-gallon container will be issued.~~ Each container will have a serial number and be assigned to a specific address and remain the property of the town. The town will repair and maintain the containers provided that damage is not the result of owner's negligence. In such cases there will be a \$50.00 charge to replace the container. In cases of negligence there will be a replacement charge as shown on the master list. Residences that have six or more residents may receive one additional container at no cost and any residence may obtain one additional container for an annual fee ~~of \$100.00 as shown on the master list.~~ In no case shall any residential address have more than two automated collection containers. The containers shall not exceed 200 pounds when placed at the curb for pickup.
- (c) *Placement of containers.* Containers shall be placed in the following manner:
- (1) Containers shall be placed at the curb or street edge directly in front of residences, unless another approved collection location has been established. Containers shall be placed so that the lid opens away from the street and shall be placed so that traffic is not impeded.
 - (2) All containers from residences shall be placed adjacent to the street, sidewalk, or alley, as the case may be, not earlier than ~~6~~5:00 p.m. on the day prior to collection or not later than ~~5~~7:00 a.m. on the day which collection is scheduled to be made. Empty containers shall be removed from the street or sidewalk not later than 10:00 p.m. on the same day on which collections are made. Containers may not be left out at the street after the scheduled collection day.
 - (3) Businesses which use the alley to the rear of their establishments shall place containers out not earlier than 5:00 p.m. on the day prior and not later than ~~5~~7:00 a.m. on the day which collection is scheduled to be made. Businesses in the central business district (CBD) shall place their container(s) in the assigned location not earlier than 5:00 p.m. on the day prior or not later than ~~5~~7:00 a.m. on the day which collection is scheduled to be made. Business containers not in the CBD shall remove their containers from the collection sight not later than the close of business on the collection day. Containers placed in the CBD must be removed prior to 9:00 a.m. on the same day as collection is made.
 - a. Businesses will be given one 956-gallon container but may receive up two additional containers at an annual fee ~~of \$100.00 as shown on the master list~~ per container. The containers will be picked up one time weekly. Any business that requires collection of more than three 956-gallon containers in one week must obtain a dumpster and hire a private hauler for collection. The town will not provide collection service.
 - b. Street litter containers placed throughout the town by the department of public works are intended only for the use of the general public for litter. They are not provided for the benefit of residents and/or businesses for weekly and/or daily refuse disposal.
 - (4) Containers shall not be placed so as to interfere with pedestrian or vehicular traffic.
 - (5) Containers shall be placed at the designated location, in the correct position for collection at the curb and not less than five feet to any other obstacle, i.e., cars, trees, shrubs, mailboxes other containers, and the like. If this is not done the resident or business will receive a notice that identifies the problem. If the identified problem is not corrected after the third warning public works will not pick up the container until it is corrected.
 - (6) All solid waste placed inside the container must be contained inside a plastic or paper bag before placing it in the container. Loose solid waste shall not be placed inside the containers.
 - (7) All solid waste shall be drained free of liquids before placing it in the container.
 - (8) No hazardous materials shall be placed out for collection by the town.

- (9) No dead animals shall be placed in the containers. Dead animals will require special pickup by request to the department of public works.
- (10) ~~Solid waste items that are too large to fit in the container or too heavy, over 200 pounds, will require special pick up by the public works department. Solid waste shall be either placed in the approved container, or packaged in bundles not to exceed 50 pounds in weight and shall be made compact by packing small units into large units. Solid waste placed in the container(s) will be collected on regular collection days, but all other solid waste requiring special handling will be collected only on Thursdays and Fridays upon request to the department of public works by 12:00 noon on the preceding Wednesday.~~
- ~~(11) Brush shall be cut and stacked in bundles not exceeding 50 pounds in weight and five feet in length with all limbs placed in the same direction.~~
- (12) The containers shall be kept clean by a thorough rinsing and draining as often as necessary to prevent the accumulation or residue of material on the bottom or sides of the containers.
- (13) The containers shall remain the property of the town. Containers which are too badly damaged to hold refuse or be handled safely or that allow contents to be spilled shall be reported to the department of public works for repair. If the damage is due to neglect or abuse the resident or business may be charged for the cost of the repairs or ~~a \$50.00 fee~~ current actual cost to replace the container, whichever is lower.
- (14) All solid waste that is to be picked up as part of the regular collection must be placed inside the container and at the designated location. Items outside the container will not be picked up.
- (15) Solid waste placed in containers other than those provided by the town will not be collected.
- (16) Ashes are not to be placed inside the containers.
- (d) *Certain solid waste not to be collected-generally.* Manure, topsoil, earth, stone, rock, brick, concrete, asphalt, heavy metal, sheet rock, plate or large broken glass, poisons, caustics, acids, hazardous waste, trees, stumps, explosives, or other dangerous materials, or rubbish from construction, remodeling, razing and repair operations on houses, commercial buildings and other structures shall not be placed out for collection by any person and shall not be removed by an authorized person, and in no circumstances shall hazardous waste be put out for collection by any person.
- (e) *Exceptions: physically challenged service.* Any person who is physically unable to transport all refuse generated by all persons residing in a dwelling unit to the locations described in subsection (c)(1) of this section may apply to the manager of the department of public works for physically challenged service.
 - (1) Physically challenged service is available only when there is no person residing in a dwelling unit who is physically able to transport the automated collection container to the locations described in subsection (c)(1) of this section.
 - (2) Any person applying for physically challenged service must present within 6 months of such an application a medical doctor's certification or other satisfactory evidence, that all persons residing in a dwelling unit are unable to transport the container to the locations described in subsection (c)(1) of this section.
 - (3) Any person receiving physically challenged service must notify the manager of the department of public works of any change in their status such that they no longer need the service within 30 days of such change due to improved health, relocation of the person receiving the service, or any other reason.
- (f) *Collection schedules.* Collection schedules during periods of inclement weather and holidays are subject to change. Holiday schedule changes ~~are normally published in the Altavista Journal at least one week in advance and can also be found in the annual town calendar and the town's social media pages~~ government informational channel on the local cable television system. Trash collection is generally the day following but

may also be earlier if circumstances warrant. Holidays which fall on Saturday are observed Friday. Holidays which fall on Sunday are observed Monday. Refuse shall not be placed out on those days indicated in the news media as holidays with no trash collection.

- (g) Brush Collection. The Town collects brush throughout the year. Brush collection is designated for pruning and general cleaning up around residential properties. It is not designated for land clearing, tree truck removal, or stump removal.

- (1) Cut brush and limbs shall be no more than three inches (3") in diameter and ten feet (10') in length and stacked no higher than five feet (5') for pickup.
- (2) Brush shall be placed at the curb or edge of pavement. It shall not be placed in the street, nor shall it block the sidewalk, water meters, or storm drains nor be placed under powerlines.
- (3) Brush must be cut and placed out by the homeowner or tenant.
- (4) Grass clippings and acorns must be bagged and set out at the curb and will be collected on bulk collection days, not as part of brush collection.
- (5) Brush collection is limited to no more than one load per month.
- (6) Work completed by contractors is not eligible for collection and shall be removed from the site by the contractor.

- (h) Bulk Collection. Items that are too large and cannot be broken down to fit into a residential waste container are eligible for bulk collection.

- (1) To prevent damage to property, items shall be placed five feet (5') from trash cans, mailboxes, fences or walls, water meters, telephone connection boxes, hydrants, utility poles, parked vehicles and shall not be placed under powerlines.
- (2) Freon-containing appliances, such as refrigerators or air conditioners require special handling and will only be picked up with advanced notification to the Town.
- (3) Doors shall be removed from all appliances prior to placing the item out for collection.
- (4) Households are eligible to dispose one set of tires per calendar year. Rims must be removed prior to placing tires at the curb for collection. Additional tires may be disposed of at the Campbell County landfill for a fee.
- (5) Collection of mixed refuse or furniture resulting from vacating a residence (tenant or homeowner moveout) is available for a fee as show on the master list.
- (6) Grass clippings and acorns that are bagged shall be collected during bulk collection.
- (7) Bulk collection is limited to no more than one load per month.

- (i) Weekend Truck. Subject to availability, the town will park a dump truck on property on Friday afternoon for residents or businesses to fill up with acceptable items that can be taken to the landfill.

- (1) Acceptable items include:

- a. Household Items: beds, including mattresses and box springs, tables, lamps, stoves, refrigerators, microwaves, and paint cans that have been filled with sawdust and/or kitty litter to dry.
- b. Outdoor appliances: grills, lawn furniture, fire pits, and lawn equipment which is free of oil and gas.

- (2) Prohibited items include:

- a. No hazardous materials shall be placed out for collection by the town.
- (3) A release form must be signed and on file at Town Hall before the truck will be placed on the premises.
- (4) The fee shall be as shown on the master list and paid before the truck will be placed on the premises.

Sec. 62-43. Commercial solid waste collection.

- (a) *Generally.* All businesses generating in excess of two cubic yards of solid waste per week, mobile home parks, and rental properties containing more than five rental units must use a private hauler to collect all solid waste, whether it be from a dumpster or can collection service. All dumpsters and other solid waste containers must be equipped with properly functioning lids and maintained so that no solid waste material can escape the dumpster or container. Dumpsters or solid waste containers are the property and responsibility of the private hauler but in the case that a dumpster or solid waste container is not in compliance with this section the business owner will be contacted. It will then be the responsibility of that owner to contact the hauler to have the dumpster or solid waste container repaired or replaced.
- (b) *Dumpster standards.*
- (1) Dumpsters shall be placed in a location that is clearly accessible to the servicing vehicle.
 - (2) Dumpsters shall be placed only on a concrete slab or asphalted area or as otherwise approved by Public Services.
 - (3) Lids must be operational and closed at all times.
 - (4) ~~All dumpsters shall be screened if and to the extent that, in the absence of screening, they would be clearly visible to:~~
 - ~~a. Persons located within any dwelling unit on residential property; or,~~
 - ~~b. Occupants, customers, or other invitees located within any building on nonresidential property other than where the dumpster is located; or,~~
 - ~~c. Persons traveling on any public street, sidewalk or other public way.~~
 - ~~d. All dumpsters regulated under this subsection (b)(4) which are in place upon the effective date of this section, shall be in compliance herewith, not later than June 1, 2008.~~

All dumpsters shall be enclosed with opaque structural materials in such a manner as to not be visible from adjacent properties or from the public street or other public space. Such enclosure or screening shall be designed to prevent trash or refuse from blowing onto other areas of the site or onto adjacent property or public streets or spaces.
 - (5) ~~When dumpster screening is required under this section, s~~Screening shall be on three sides with a six-foot opaque screen of masonry, brick, stone or architectural block (that matches building's architecture), wood fencing, or other opaque materials approved by the zoning administrator. The fourth side shall be equipped with an opaque gate capable of being latched and of not less than six feet in height.
 - (6) Dumpster enclosures shall not be located in front of the main building unless approved by the zoning administrator. Prior to beginning construction, a site plan for the enclosure must be submitted to the zoning administrator for review.
 - (7) Dumpster enclosures shall be maintained in a structurally sound ~~and attractive~~ manner.
 - (8) Within the central business district reasonable exceptions to the enclosure requirements may be granted if in the zoning administrator's discretion, in consultation with Public Services, circumstances require such exemption under the town's business district dumpster placement policy.
 - (9) Any enclosure that is in existence at the time of the adoption of this ordinance may remain unless:

- a. It is determined by the zoning administrator that the enclosure is in such disrepair that it must be replaced; or,
- b. The owner chooses to replace the enclosure; or,
- c. The enclosure is damaged by any causality to an extent exceeding 50 percent of the structure.

In any such case, the enclosure must be replaced to meet the guidelines of this section.

(10) Temporary roll-off dumpsters are permitted provided the contents are secured to prevent the materials from leaking, spilling, blowing or falling.

(c) *Dumpster regulations by district.*

- (1) Regulations shall apply to all residential and commercial districts as described in subsections 62-43 (a) and (b).
- (2) ~~Regulations shall only apply in industrial districts where uses are considered residential and/or commercial.~~

In industrial districts, areas used for the deposit and collection of trash or refuse shall be enclosed or screened with opaque structural materials in such a manner as not to be visible from adjacent properties in a residential or business district or from any public street or other public space. Such enclosure or screening shall be designed to prevent trash or refuse from blowing onto other areas of the site or onto adjacent property or public streets or spaces.

(Ord. of 5-11-2004, § 1; Ord. of 12-11-2007, § 1; Ord. of 9-9-2008, § 1)

Sec. 62-44. Burning leaves and brush.

- (a) With the exception stated in subsection (b), it shall be unlawful to burn leaves and brush within the town limits at any time.
- (b) Notwithstanding subsection (a), leaves and brush may be burned in connection with the clearing of land for residential, commercial or industrial development provided that the landowner has first obtained a permit from the town for said burning and provided that the landowner complies with all the requirements of the permit. All such burning ~~shall~~ may be supervised by personnel of the Altavista Volunteer Fire Company, Inc. (hereinafter fire company) and landowner shall be responsible for and shall pay any cost involved in such supervision. Landowner shall comply with all directives of the fire company in connection with said burning. Failure to obtain a permit from the town prior to such burning and/or failure to comply strictly with requirements contained in said permit and/or failure to comply with the directives of the fire company during such burning shall constitute a violation of this section.
- (c) Violation of this section shall constitute a class 4 misdemeanor.

(Ord. of 11-12-2002, § 1)

Secs. 62-45—62-80. Reserved.

ARTICLE III. ACCUMULATED TRASH AND OFFENSIVE MATTER

Sec. 62-81. Prohibited accumulations.

It shall be unlawful for any person to allow any trash, garbage, refuse, filth, obnoxious or offensive matter or thing whatsoever to accumulate upon his or her other premises or any vacant lot in the town.

(Code 1968, § 8-9)

Sec. 62-82. Removal or disposal of solid waste.

- (a) The owners of property in the town shall, at such times as the town council may prescribe, remove therefrom any and all solid waste including trash, garbage, refuse, litter and other substances which might endanger the health or safety of other residents of the town; or may, whenever the town council deems it necessary, after reasonable notice, have such solid waste including trash, garbage, refuse, litter and other like substances which might endanger the health of other residents of the town, removed by its own agents or employees, in which event the cost or expenses thereof including an administrative fee ~~of \$75.00~~ as shown on the master list shall be chargeable to and paid by the owners of such property and may be collected by the town as taxes are collected.
- (b) Solid waste including trash, garbage, refuse and litter shall be disposed of either by direct transport to the landfill by owner or in the receptacles and in the manner provided for in article I and article II hereof and in no other manner not authorized by law.
- (c) Every charge authorized by this section with which the owner of any such property shall have been assessed and which remains unpaid shall constitute a lien against such property ranking on a parity with liens for unpaid local taxes and enforceable in the same manner as provided in Code of Virginia, §§ 58.1-3940 et seq. and 58.1-3965 et seq. The town may waive such liens in order to facilitate the sale of the property. Such liens may be waived only as to a purchaser who is unrelated by blood or marriage to the owner and who has no business association with the owner. All such liens shall remain a personal obligation of the owner of the property at the time the liens were imposed.
- (d) Reasonable notice of the date fixed by the council for the removal of such solid waste including trash, garbage, refuse, litter and other substances which might endanger the health or safety of other citizens of the town, shall be given by delivery of a written notice to each property owner. Upon the failure of such property owner to remove such solid waste by the date fixed, the town manager shall notify the property owner by certified mail that he or she has 15 days from the date thereof to remove such solid waste and that upon his or her failure to so remove such solid waste the town manager shall have such solid waste removed and shall charge the cost and expenses thereof to such owner.
- (e) Upon the completion of such removal, the town manager shall send by certified mail to such owner a bill for the cost and expenses of the removal including an administrative fee ~~of \$75.00~~ as shown on the master list with the notation thereon that such charges are collectible by the town as taxes are collected and that failure to pay the bill within 60 days of the date thereof will result in a lien being perfected against the property and the institution of other collection procedures. Upon the owner's failure to pay such bill by the date set thereon, the town manager shall perfect such lien by recording the lien in the clerk's office of the Campbell County circuit court and may, pursuant to law, institute such collection procedures as he or she may deem necessary.

(Code 1968, §§ 8-10—8-12; Ord. of 7-13-2004(2), § 1)

State law reference(s)—Authority for above section, Code of Virginia, § 15.2-901.

Secs. 62-83—62-110. Reserved.

ARTICLE IV. LITTER

Sec. 62-111. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Abandoned motor vehicle means a motor vehicle, trailer, or semitrailer or part of a motor vehicle, trailer, or semitrailer that:

- (1) Is inoperable and is left unattended on public property, other than an interstate highway or primary highway, for more than 48 hours;
- (2) Has remained illegally on public property for more than 48 hours;
- (3) Has remained for more than 48 hours on private property without the consent of the property's owner, regardless of whether it was brought onto the private property with the consent of the owner or person in control of the private property;
- (4) Is inoperable, left unattended, or both, on an interstate highway; or
- (5) Is inoperable, left unattended, or both, on the shoulder of a primary highway.

Advisory board means the state litter control and recycling fund advisory board.

Disposable package or container means all packages or containers intended or used to contain solids, liquids or materials and so designated.

Fund means the litter control and recycling fund.

Litter means all waste material including, but not limited to, disposable packages or containers, but not including the wastes of the primary processes of mining, logging, sawmilling, farming or manufacturing.

Litter receptacle means those containers, suitable for the depositing of litter, between 20 and 60 gallons in capacity, with a tight lid or cover.

Person means any natural person, corporation, partnership, association, firm, receiver, guardian, trustee, executor, administrator, fiduciary, or representative or group of individuals or entities of any kind.

Public place means any area that is used or held out for use by the public whether owned or operated by public or private interests.

Vehicle means every device capable of being moved upon a public highway and in, upon, or by which any person or property may be transported upon a public highway, except devices moved by human power or used exclusively upon stationary rails or tracks.

Watercraft means any boat, ship, vessel, barge, or other floating craft.

(Code 1968, § 13-150)

Cross reference(s)—Definitions generally, § 1-2.

State law reference(s)—Similar provisions, Code of Virginia, §§ 10.1-1414, 46.2-1200.

Sec. 62-112. Dumping trash or other unsightly matter on highway, right-of-way or private property; penalty.

- (a) It shall be unlawful for any person to dump or otherwise dispose of trash, garbage, refuse, litter, or other unsightly matter on public property, including a public highway, right-of-way, property adjacent to such highway or right-of-way, or on private property without the written consent of the owner thereof or his or her agent. Any violation of this subsection shall constitute a class I misdemeanor punishable by confinement in jail for not more than 12 months and a fine of not ~~less than \$250.00 or~~ more than \$2,500.00, either or both.
- (b) When any person is arrested for a violation of this section, and the matter alleged to have been illegally dumped or disposed of has been ejected from a motor vehicle or transported to the disposal site in a motor vehicle, the arresting officer may comply with the provisions of Code of Virginia, § 46.2-936, in making such arrest. When a violation of the provisions of this section has been observed by any person, and the matter

illegally dumped or disposed of has been ejected or removed from a motor vehicle, the owner or operator of such motor vehicle shall be presumed to be the person ejecting or disposing of such matter. However, such presumption shall be rebuttable by competent evidence. Any person convicted of a violation of this subsection shall be guilty of a class 1 misdemeanor punishable by confinement in jail for not more than 12 months and a fine of not ~~less than \$250.00 or~~ more than \$2,500.00, either or both.

(c) The provisions of this section shall not apply to the lawful disposal of such matter in landfills.

(Code 1968, §§ 11-14(a)—(d), 13-151, 13-152)

Cross reference(s)—Traffic and vehicles, ch. 74.

State law reference(s)—Similar provisions, Code of Virginia, ~~§ 33.1-346~~ § 33.2-802; allowing escape of load material from vehicle, Code of Virginia, § 10.1-1424.

Sec. 62-113. Suspension of sentence for violation of section 62-112; disposition of fines.

Upon conviction of any person for a violation of section 62-112, the court may suspend the imposition of any sentence on condition that the defendant volunteer his or her services for such period of time as the court may designate to remove litter from the highway. Any such sums collected shall be paid into the court and forwarded to the town treasurer for the construction and maintenance of town streets.

(Code 1968, § 11-14(e))

State law reference(s)—Similar provisions, Code of Virginia, ~~§ 33.1-346.1~~ § 33.2-802.

Sec. 62-114. Maintaining receptacles.

It shall be the responsibility of the owner, manager, occupant, lessee of, or other person responsible for any property or place of business to maintain in good condition and to regularly empty litter receptacles on such property for the disposal of litter by persons employed at or frequenting such property or place of business.

(Code 1968, § 13-153)

State law reference(s)—Similar provisions, Code of Virginia, § 10.1-1421.

Sec. 62-115. Sweeping litter into gutter or ditch.

It shall be unlawful for any person to sweep into or deposit in any gutter, street or other public place within the town any accumulation of litter from any building or lot or from any public or private sidewalk or driveway. The owner, manager, occupant, lessee of, or other person responsible for any property or place of business within the town shall maintain their property in a clean and litter free manner, including sidewalks, grass strips, parking areas, alleys or rights-of-way.

(Code 1968, § 13-154)

Sec. 62-116. Allowing escape of load material; penalty.

No vehicle shall be driven or moved on any highway unless the vehicle is constructed or loaded to prevent any of its load from dropping, sifting, leaking or otherwise escaping from such vehicle. However, sand or any substance for increasing traction during times of snow and ice may be dropped for the purpose of securing traction, or water or other substances may be sprinkled on a roadway in cleaning or maintaining the roadway by the commonwealth or local government agency having that responsibility. Any person operating a vehicle from which any glass or objects have fallen or escaped which could constitute an obstruction or damage a vehicle or

otherwise endanger travel upon a public highway shall immediately cause the highway to be cleaned of all glass or objects and shall pay any costs therefor. Violation of this section shall constitute a class 1 misdemeanor.

(Code 1968, § 13-155)

State law reference(s)—Similar provisions, Code of Virginia, § 10.1-1424.

Sec. 62-117. Construction sites; cleanliness.

It shall be the responsibility of the property owners and the prime contractor in charge of any construction site to provide litter containers for construction and workers' litter. All litter from construction activities or any related activities shall be containerized, and all litter will be picked up and placed in containers at the end of each workday.

(Code 1968, § 13-156)

Sec. 62-118. Casting refuse into waters.

Except as otherwise permitted by law, it shall be unlawful for any person to cast, throw or dump any garbage, refuse, dead animal, trash, carton, can, bottle, container, box, lumber, timber or like material, or other solid waste, except fish or crab bait in any form, into any of the waters of the town. When a violation of any provision of this section has been observed by any person, and the matter dumped or disposed of in the waters of the town has been ejected from a boat, the owner or operator of such boat shall be presumed to be the person ejecting such matter; provided, however, that such presumption shall be rebuttable by competent evidence. Every such act shall be a class 2 misdemeanor punishable by a fine not to exceed ~~\$100.00~~ \$1,000 or confinement in jail not to exceed ~~30 days~~ six months, or both. Every law enforcement officer of this commonwealth and the town shall have authority to enforce the provisions of this section.

(Code 1968, §§ 13-151, 13-157)

State law reference(s)—Similar provisions, Code of Virginia, § 62.1-194; municipal regulation of lakes and other waters, Code of Virginia, § 15.2-1110.

Sec. 62-119. Disposal of household garbage in litter receptacles.

It shall be unlawful for any person to dispose of household garbage in commercial or other business litter receptacles, such as those placed pursuant to section 62-114. This shall not be construed to mean that wastes of food consumed on the premises at any public place may not be deposited in litter receptacles.

(Code 1968, § 13-158)

Sec. 62-120. Penalty for violation of article provisions.

Every person convicted of a violation of this article, for which no penalty is specially provided, shall be guilty of a class 4 misdemeanor ~~punished~~ punishable by a fine of not more than ~~\$50.00~~ \$250.00 for each such violation.

(Code 1968, § 13-159)

State law reference(s)—Similar provisions, Code of Virginia, § 10.1-1418.

Secs. 62-121—62-150. Reserved.

ARTICLE V. WEED CONTROL⁴

Sec. 62-151. Weed control.

- (a) *Weeds* shall mean any plant, grass, or other vegetation of uncontrolled growth over 12 inches high, other than trees, shrubbery, agricultural plants, or flowering landscaping with controlled growth, and excluding therefrom the following:
 - (1) Growth located on banks of continually flowing streams.
 - (2) Natural and undisturbed slopes of a vertical angle of 30 degrees or greater excluding such areas which are contiguous to the street right-of-way.
 - (3) Cliffs, bluffs, ravines, and other similar areas with vegetation foliage.
 - (4) Natural and undisturbed wooded areas.
- (b) It shall constitute a public nuisance for an owner of occupied or vacant, developed or undeveloped property in the town, including such property upon which buildings or other improvements are located, whether residential, commercial or industrial, to permit weeds as defined in subsection (a) above to grow thereon, including such weeds which are located between such property bordering on a public street and the curb line or pavement edge of the street.
- (c) It shall be unlawful for any owner or occupant of a property in the town to cause or allow a public nuisance as described in this section to exist with respect to such property or such area of public right-of-way. An owner or occupant of such a property shall abate any such public nuisance on said property and where required on any public right-of-way bordering such property.
- (d) Upon determination by the town manager, or his/her designee, that there exists on any property within the town, including the area between such land or premises and the curblane, any weeds as defined in subsection (a) above constituting a public nuisance under the provisions of subsection (b) above, notice shall be served on the owner of such property or his/her agent, or on the occupant thereof, or both, to cause such weeds to be cut and removed from such property within five days from the date of delivery of such notice. Such notice shall state that if such owner fails to cut and remove said weeds by the time specified the town may do so and, in such event, said owner will be charged with the expense thereof including an administrative fee ~~of \$75.00~~ as shown on the master list.
- (e) Service of the notice provided for in subsection (d) shall be by first class mail with delivery confirmation, personal delivery or posting in a conspicuous place upon the property; provided, however, that if the property is unoccupied and the owner or his/her agent cannot be found by the exercise of due diligence or is unknown, such notice shall be sufficient against the owner if given by first class mail to the owner's last known mailing address and posted in a conspicuous place upon the property. The town manager, or his/her designee, is hereby authorized to deliver or post such notices. For purposes of this provision, one written notice per growing season to the owner of record of the subject property shall be considered reasonable notice.
- (f) In the event that said owner or occupant fails to cut and remove said weeds from such property within the time specified the town may have such weeds cut by its agents or employees, in which event the cost and expenses thereof including an administrative fee ~~of \$75.00~~ as shown on the master list shall be chargeable to and paid by the owner of such property and may be collected by the town as taxes are collected.

⁴Editor's note(s)—Ord. of 7-13-2004(3), adopted July 13, 2004, pertained to weed control and these provisions were designated as § 62-83. For purpose of classification and to facilitate indexing and reference, the editor has redesignated § 62-83 as § 62-151.

- (g) Every charge authorized by this section with which the owner of any such property shall have been assessed and which remains unpaid shall constitute a lien against such property ranking on a parity with liens for unpaid local taxes and enforceable in the same manner as provided in Code of Virginia, §§ 58.1-3940 et seq. and 58.1-3965 et seq. The town may waive such liens in order to facilitate the sale of the property. Such liens may be waived only as to a purchaser who is unrelated by blood or marriage to the owner and who has no business association with the owner. All such liens shall remain a personal obligation of the owner of the property at the time the liens were imposed.
- (h) Upon the completion of such removal, the town manager shall send by certified mail to such owner a bill for the cost and expenses of the removal including an administrative fee of ~~\$75.00~~ as shown on the master list with the notation thereon that such charges are collectible by the town as taxes are collected and that failure to pay the bill within 60 days of the date thereof will result in a lien being perfected against the property and the institution of other collection procedures. Upon the owner's failure to pay such bill by the date set thereon, the town manager shall perfect such lien by recording the lien in the clerk's office of the Circuit Court of Campbell County and may, pursuant to law, institute such collection procedures as he or she may deem necessary.

(Ord. of 7-13-2004(3), § 1; Ord. of 4-13-2021(1), § 1)

§2. This ordinance shall be in force and effect upon adoption.

AYES:_____

NOES:_____

ABSTAIN:_____

ADOPTED:_____

REJECTED:_____

STRIKEN:_____



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 7.E

PUBLIC HEARING(S)

Title:

ORDINANCE AMENDMENT OA-23-03: An ordinance to amend Sec. 86-382(6) of the Zoning Ordinance to delete *Resource Extraction* as a permitted use in the M (Industrial) Zoning District and to amend Sec. 86-566 to delete the parking requirement for the use.

Staff Resource: Sharon D. Williams, AICP, Community Development Director

Action(s):

Hold a public hearing to receive comments on the request.

Explanation:

The Planning Commission and staff have recommended that resource extraction be deleted as a permitted use in the M (Industrial Zoning District) and to delete the parking requirement for the use.

Background:

During a recent review of the Zoning Ordinance, staff expressed concern that resource extraction was a permitted use in the Zoning Ordinance. It was the opinion of staff that this use should not be permitted in a locality of which the land area is 5 sq miles.

The Planning Commission held a public hearing on February 6, 2023, after which they voted 5-0 to recommend the use be stricken from the Zoning Ordinance.

Funding Source(s):

Public Hearing Ad - General Fund

Attachments: *(click item to open)*

[*Resource Extraction.pdf*](#)

An Ordinance to repeal, amend and re-ordain Section 86-382 (6) of the Code of the Town of Altavista, 1968, by removing Resource extraction.

Be it ordained by the Town Council of the Town of Altavista:

1. That Section 86-382 (6) of the Code of the Town of Altavista, 1968, be repealed, amended and re-ordained as follows:

Sec. 86-382. Permitted uses.

- (6) *Industrial use types.*
 - Construction yard
 - Custom manufacturing – Special use permit required
 - Industry, light
 - Industry, medium
 - Industry, heavy - Special use permit required
 - Recycling center
 - ~~Resource extraction – Special use permit required.~~
 - Transportation terminal
 - Truck terminal
 - Warehousing and distribution

All other text in Sec. 86-382 remain unchanged.

2. This Ordinance shall become effective immediately upon passage by the Town Council of the Town of Altavista.

An Ordinance to repeal, amend and re-ordain Section 86-566 of the Code of the Town of Altavista, 1968, relative to civic use types in the C-2 district, by removing Resource Extraction.

Be it ordained by the Town Council of the Town of Alta vista:

1. That Section 86-566 of the Code of the Town of Altavista, 1968, be repealed, amended and re-ordained as follows:

Sec. 86-566. Off-street parking requirements by use.

USE TYPE	PARKING REQUIRED
Agricultural Use Types	
Agriculture	No requirement
Stable, private	No requirement
Residential Use Types	
Accessory apartment	Schedule B
Duplex	2 spaces per dwelling unit
Family day care home	No requirement
Group home	2 spaces per facility
Home occupation	No requirement
Kennel, private	No requirement
Manufactured home, emergency	No requirement
Multi-family dwelling:	
Studio	1 space per dwelling unit
One bedroom	1.5 spaces per dwelling unit
Two bedrooms	1.5 spaces per dwelling unit
Three and four bedrooms	2.0 spaces per dwelling unit
More than four bedrooms	1.0 space per each additional bedroom
Single-family dwelling	2.0 spaces per dwelling unit
Townhouse:	
One bedroom	1.5 spaces per dwelling unit
Two or more bedrooms	2.0 spaces per dwelling unit
Civic Use Types	
Assisted care residence	1 space per employee on shift plus 1 space per 3 residents
Cemetery	Schedule B
Club	1 space per 3 persons based on maximum occupancy
Community recreation	Schedule B
Correction facilities	Schedule B

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(Supp. No. 17, Update 5)

Crises center	1 space per employee on shift plus 1 space per 3 persons based on maximum occupancy
Cultural services	1 space per 400 square feet
Educational facilities, college/university	Schedule B
Educational facilities, primary/secondary	1 space per employee plus 1 space per 4 students in 11 th and 12 th grades
Government services	1 space per employee plus 3 spaces per 1,000 square feet
Guidance services	1 space per 300 square feet
Halfway house	1 space per 2 persons of residential capacity, plus 1 space per employee on shift
Life care facility	Schedule B
Nursing home	1 space per 4 beds
Park and ride facility	No requirement
Post office	Schedule A
Public assembly	1 space per 5 seats
Public maintenance and service facilities	Schedule A
Public parks and recreation areas	Schedule B
Religious assembly	1 space per 5 seats in principal place of worship
Safety services	2 spaces per emergency vehicle based at facility
Utility services, major	Schedule A
Utility services, minor	Schedule B
Office Type Uses	
Financial institution	3 spaces per 1,000 square feet plus required stacking spaces
General offices	3.5 spaces per 1,000 square feet
Laboratories	1 space per employee plus 1 space per company vehicle based on site
Medical office	7 spaces per practitioner or 1 space per 200 square feet, whichever is greater
Substance abuse clinic	7 spaces per practitioner or 1 space per 200 square feet, whichever is greater
Commercial Use Types	
Adult use	Schedule B
Agricultural services	Schedule A
Antique shop	1 space per 400 square feet
Assembly hall	1 space per 5 seats
Automobile dealership, new	Schedule A
Automobile dealership, used	Schedule A
Automobile/parts supply, retail	Schedule A
Automobile repair services, major	2 spaces per repair bay plus 1 space per employee on shift
Automobile repair services, minor	3 spaces per repair bay plus 1 space per employee on shift
Automobile rental/leasing	Schedule A

Bed and breakfast	1 space per sleeping room available for guests
Business support services	1 space per 200 square feet
Business or trade schools	Schedule B
Car wash	1 space per employee on shift plus stacking spaces
Commercial indoor amusement	1 space per 3 persons based on maximum occupancy
Commercial indoor entertainment	1 space per 4 seats
Commercial indoor sports and recreation	1 space per 3 persons based on maximum occupancy plus 1 space per employee on shift
Commercial outdoor entertainment	1 space per 3 persons based on maximum occupancy plus 1 space per employee on shift
Commercial outdoor sports and recreation:	
Miniature golf	1.5 space per hole
Swimming pool	Schedule B
Tennis/court games	2 spaces per court
Other outdoor sports	Schedule B
Communications services	1 space per 300 square feet plus 1 space per company vehicle based on site
Construction sales and services	Schedule A
Consumer repair services	1 space per 300 square feet
Convenience store	5 spaces plus 1 space per 200 square feet plus 1 space per gas dispenser
Dance hall	1 space per 3 persons based upon maximum occupancy
Day care center	1 space per 20 persons receiving care plus one space per employee
Equipment sales and rental	Schedule A
Flea market	1 space per 100 square feet of sales area accessible to the public
Funeral services	1 space per 2 employees on shift plus 1 space per 5 seats in main chapel
Garden center	Schedule A
Gasoline station	1 space per employee plus required stacking spaces
Golf course	36 spaces per 9 holes
Hospital	1 space per employee on shift plus 1 space per 2 beds
Hotel/motel/motor lodge	1 space per guest room plus 1 space per employee, plus spaces as may be required for other uses on site
Kennel, commercial	Schedule B
Laundry	1 space per 300 square feet
Manufactured home sales	Schedule B
Mini-warehouse	0.2 spaces per 1,000 square feet
Modular home sales	Schedule B
Pawn shop	1 space per 300 square feet
Personal improvement services	1 space per 300 square feet
Personal services	1 space per 300 square feet
Recreational vehicle sales and service	Schedule A
Restaurant, small	1 space per 3 seats plus 1 space per employee on shift

Restaurant fast food or drive-in	1 space per 4 seats plus 1 space per employee on shift, plus required stacking spaces
Restaurant, general	1 space per 2 seats plus 1 space per employee on shift
Retail sales	
Shopping center	1 space per 250 square feet of gross leasable area
Other retail	1 space per 200 square feet
Studio, fine arts	Schedule B
Travel center	Schedule B
Veterinary hospital/clinic	1 space per 300 square feet
Industrial Use Types	
Asphalt plant	Schedule B
Composting	Schedule B
Construction yard	Schedule A
Custom manufacturing	Schedule A
Industry, heavy	1 space per 1,000 square feet
Industry, light	1 space per 1,000 square feet
Industry, medium	1 space per 1,000 square feet
Intermodal facility	Schedule A
Landfill, construction debris	Schedule B
Landfill, rubble	Schedule B
Landfill, sanitary	Schedule B
Meat packing and related industries	1 space per employee on shift
Railroad facilities	Schedule B
Recycling centers and stations	Schedule B
Resource extraction	1 space per employee on shift
Sawmill	Schedule A
Scrap and salvage services	Schedule A
Transfer station	Schedule B
Transportation terminal	Schedule B
Truck terminal	Schedule B
Warehousing and distribution	0.5 spaces per 1,000 square feet
Miscellaneous Use Types	
Amateur radio tower	Schedule A
Aviation facilities, general	Schedule B
Aviation facilities, private	Schedule B
Tower	2 spaces per tower
Shooting range, outdoor	Schedule B

Schedule A.

The following table contains minimum parking requirements for uses with elements having different functions or operating characteristics. The administrator shall consider and decide the minimum parking required for uses containing a mixture of these elements:

Element	Parking Required for Element
---------	------------------------------

Office or administrative activity	3.5 spaces per 1,000 square feet
Indoor sales, display or service area	1 space per 500 square feet
Motor vehicle service bays	2 spaces per service bays
Outdoor sales, display or service area	1 space per 2,000 square feet
General equipment servicing or manufacturing	1 space per 1,000 square feet
Indoor or outdoor storage or warehousing	1 space per 5,000 square feet

Schedule B.

Specific minimum requirements shall be determined administratively by the zoning administrator in consultation with the planning commission, based on requirements for similar uses, location of the proposed use, expected demand, and traffic generated by proposed use.

(Ord. of 10-11-2011(3), § 2)



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 8.A

NEW BUSINESS

Title: Appointment of Student Planning Commissioner and Alternate Student Planning Commissioner

Staff Resource: Sharon D. Williams, AICP, Community Development Director

Action(s):

Appoint Micah Andrews as a Planning Commissioner and Rayna Steele as an Alternate Planning Commissioner.

Explanation:

At its March 6, 2023, the Planning Commission voted 5-0 to recommend Micah Andrews as a Planning Commission and Rayna Steele as an Alternate Planning Commissioner.

Background:

The Planning Commission is seeking ways to gain input from Altavista's youth. The Planning Commission had recommended that a student be appointed to serve on the Planning Commission. The idea was presented to Town Council and was unanimously approved.

The Planning Commission Vice Chair and Community Development Director met with the Principal of Altavista Combined School, Ronald Proffitt to discuss the idea. A second meeting was held with the Principal Proffitt and Guidance Counselor Lindsey Milan, where Vice Chair Mitchell and Ms. Williams met with the students to discuss the appointment.

The students attended the March 6, 2023 Planning Commission meet the Commissioners. The Planning Commission voted 5-0 to appoint Micah Andrews as a Planning Commissioner and Rayna Steele as an alternate.

Micah Andrews is a Senior at Altavista Combined School. She will be attending the University of Virginia in the fall, majoring in Political Science and plans to attend law school. Miss Andrews is active in sports and clubs at Altavista Combined School.

Rayna Steele is a Junior at Altavista Combined School. She and her parents are touring potential colleges and universities for her post-secondary studies, where she plans to study physical therapy and/or sports medicine. Miss Steele is active in sports and clubs at Altavista Combined School.

Funding Source(s):

Monthly Stipend - General Fund

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 8.B

NEW BUSINESS

Title: ACTS (Transit) - Request to Declare Surplus

Staff Resource: Matt Perkins, Assistant Town Manager

Action(s):

Declare revenue vehicle #6004 as surplus and authorize staff to list for sale. Requested action to be added to Consent Agenda of April 11, 2023 Town Council regular meeting.

Explanation:

The Town needs only to maintain one spare revenue vehicle. The 2016 revenue vehicle (#6004) will be disposed of in accordance with Town and DRPT policy and procedures.

Background:

In June 2021, Town staff ordered a replacement revenue vehicle with FTA 5311 funding specifically to replace the 2016 Ford Bus-on-Chassis (BOC). The new 2023 Starcraft Allstar was delivered on 2/17/2023 and put into service on 2/23/2023. The Town will maintain the 2018 Ford BOC as the spare revenue vehicle.

Funding Source(s):

Not applicable.

Attachments: *(click item to open)*

[attachment. 2016 FORD BOC PIC_surplus](#)

2016 FORD BOC / 24' / 15 Passenger

ACTS Revenue Vehicle No. 6004





TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 8.C

NEW BUSINESS

Title: Continuation of Health Plan for Retirees not Eligible for Medicare

Staff Resource: Tobie Shelton, Director of Finance and Administration

Action(s):

Staff is requesting approval of the resolution to offer retirees not eligible for Medicare, health insurance to include medical, dental, and vision coverage.

Explanation:

Employees who have three years of service or more with the Town and retire from the Town now have the option to continue their participation in the Town's health plan. In order to make this change effective, an approved resolution from Council must be submitted with the annual health plan renewal.

The Town provides health insurance coverage for eligible employees and their family members through The Local Choice (TLC).

Background:

At the January 10, 2023 regular meeting, Council approved the updated handbook, which included a revision to the health plan benefit allowing retirees the option to continue to participate in the Town's medical, dental, and vision coverage until they reach Medicare eligibility so long as they pay the full cost of such coverage. The Town does not contribute to the cost of retiree coverage.

Funding Source(s):

FY 2024 Budget

Attachments: *(click item to open)*

[Attachment 1. Resolution Approving Health Insurance for Town of Altavista Retirees](#)



RESOLUTION APPROVING HEALTH INSURANCE FOR TOWN OF ALTAVISTA RETIREES

WHEREAS, Council for the Town of Altavista previously approved to offer retirees health insurance to include medical, dental, and vision coverage.

WHEREAS, all full-time employees who have three years of service or more with the Town of Altavista and retire from the Town of Altavista shall have the option to continue to participate in the Town's health insurance plan until they reach the age of Medicare eligibility. Such coverage may include eligible dependents as defined under the Town's insurance policy in existence at the time of retirement.

WHEREAS, the cost of the retiree's insurance coverage shall be fully borne by the retiree and the Town shall not contribute to the cost of any portion thereof.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Town of Altavista irrevocably elects to offer retirees the option to continue participation in the Town's health insurance plan until they reach the age of Medicare eligibility.

Adopted this 14th day of March; 2023.

Mike Mattox, Mayor

ATTEST: _____
Gary Shanaberger,
Clerk of Council



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 9.A

UNFINISHED BUSINESS

Title: English Park Wayfinding Signage Update

Staff Resource: Tom Fore, Public Services Director, Paul Hill, Assistant Public Services Director, Sharon Williams, Community Development Director, Jeff Arthur, Public Works Manager, Teri Anderson, Office Assistant

Action(s):

Receive the update from staff and provide any additional instructions.

Explanation:

Staff met with Kimberly Cottle, Cottle Multi Media regarding the English Park Wayfinding Signage. An update will be provided.

Background:

Funding Source(s):

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 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):

Explanation:

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment 1. Meals Tax Report

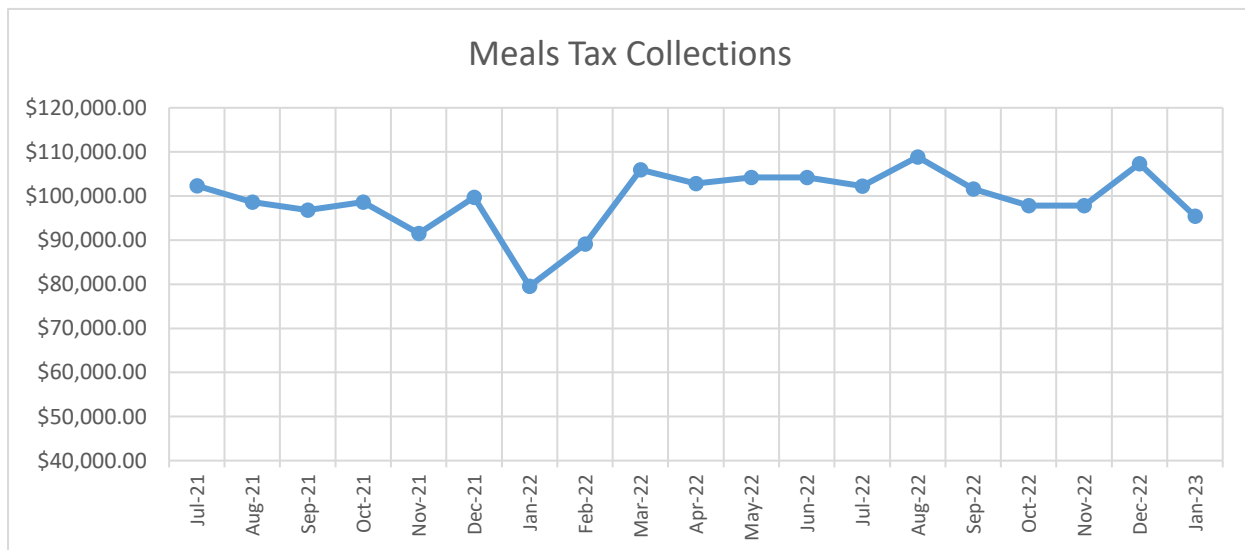
Attachment 2. Sales Tax Report

Attachment 3. Lodging Tax Report

Attachment 4. Cigarette Tax Report

TOWN OF ALTAVISTA MEAL TAX COLLECTIONS

Jul-21	\$102,323.58	PREVIOUS YTD TOTAL (FY)	
Aug-21	\$98,626.77		
Sep-21	\$96,824.86	<i>FY2019</i>	<i>\$986,050.18</i>
Oct-21	\$98,658.96	<i>FY2020</i>	<i>\$971,639.35</i>
Nov-21	\$91,491.36	<i>FY2021</i>	<i>\$1,109,805.71</i>
Dec-21	\$99,746.00	<i>FY2022</i>	<i>\$1,173,591.03</i>
Jan-22	\$79,529.83	MTD TOTAL (FY)	
Feb-22	\$89,114.95	<i>FY2022</i>	<i>\$667,201.36</i>
Mar-22	\$105,982.48	<i>FY2023</i>	<i>\$711,138.00</i>
Apr-22	\$102,861.09	+/-	\$43,936.64
May-22	\$104,201.57	Budgeted: \$1,000,000	
Jun-22	\$104,229.58	+/-	-\$288,862.00
Jul-22	\$102,219.51	% of Budget	71.11%
Aug-22	\$108,874.52		
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			
Mar-23			
Apr-23			
May-23			
Jun-23			



**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	
Feb-23	
Mar-23	
Apr-23	
May-23	
Jun-23	

YTD TOTAL (FY)

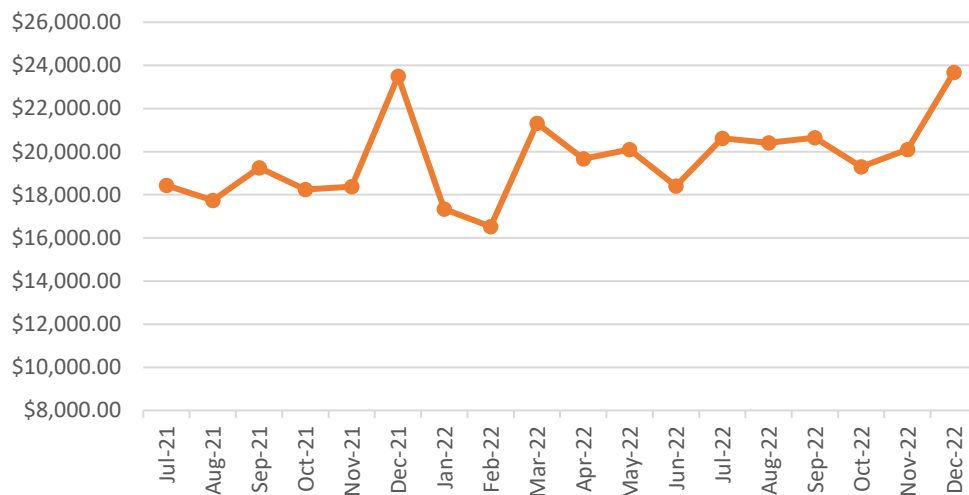
FY2020	\$170,672
FY2021	\$210,965
FY2022	\$228,889

MTD TOTAL (FY)

FY2022	\$115,538
FY2023	\$124,762
+/-	\$9,224

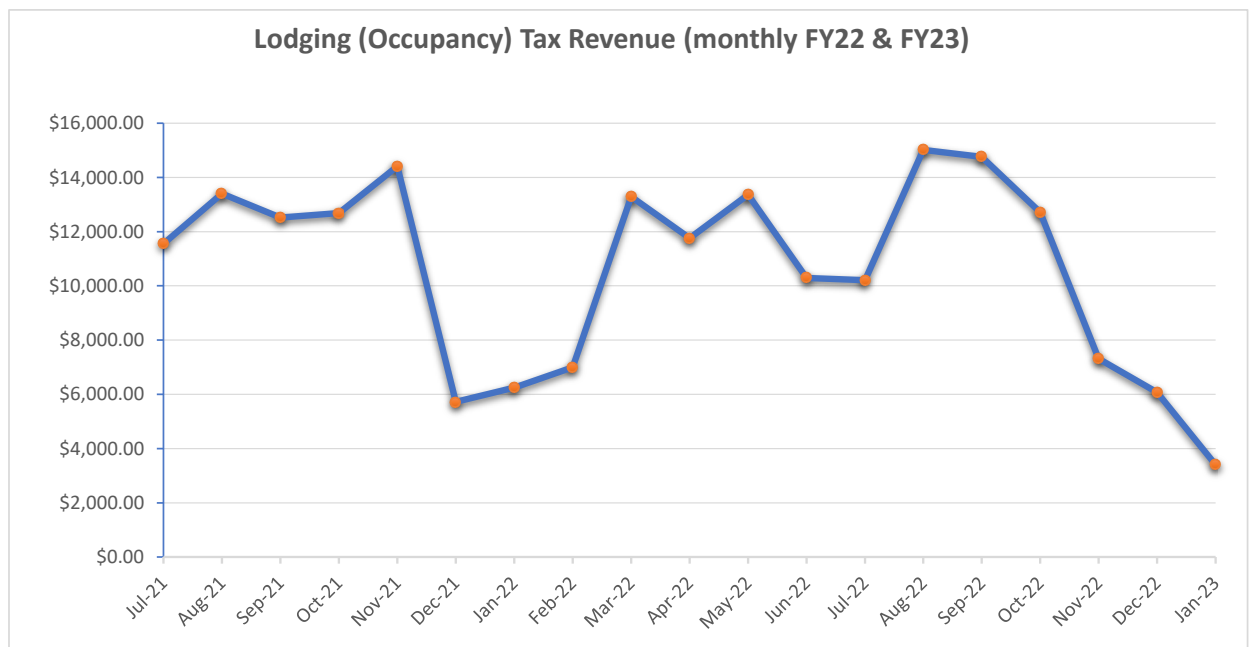
Budgeted:	\$200,000
+/-	\$75,238
% of Budget	57.77%

Local Sales Tax (Monthly FY22 & FY23)



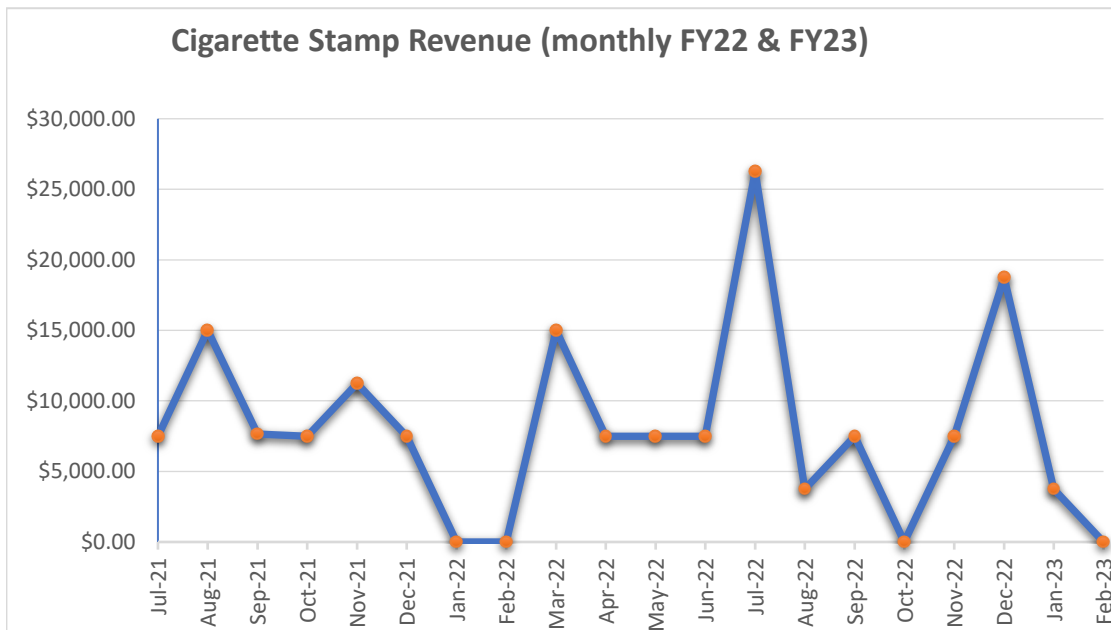
**Town of Altavista
Lodging (Occupancy) Tax**

Jul-21	\$11,551		
Aug-21	\$13,399		
Sep-21	\$12,518		
Oct-21	\$12,686	FY2022	FISCAL YEAR TOTAL \$132,244
Nov-21	\$14,408		
Dec-21	\$5,722		
Jan-22	\$6,248	FY2022	MTD TOTAL (FY) \$76,531
Feb-22	\$7,000	FY2023	\$69,480
Mar-22	\$13,294	+/-	-\$7,052
Apr-22	\$11,765		
May-22	\$13,365	Budgeted:	\$99,500
Jun-22	\$10,288	+/-	-\$30,020
Jul-22	\$10,206	%/Budget:	69.83%
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			
Mar-23			
Apr-23			
May-23			
Jun-23			



Town of Altavista Local Cigarette Tax

Jul-21	\$7,500		
Aug-21	\$15,000		
Sep-21	\$7,650	FY2019	\$140,288
Oct-21	\$7,500	FY2020	\$124,684
Nov-21	\$11,235	FY2021	\$101,612
Dec-21	\$7,500	FY2022	\$93,885
Jan-22	\$0		
Feb-22	\$0		
Mar-22	\$15,000	FY2022	\$56,385
Apr-22	\$7,500	FY2023	\$67,500
May-22	\$7,500	+/-	\$11,115
Jun-22	\$7,500		
Jul-22	\$26,250	Budgeted:	\$100,000
Aug-22	\$3,750	+/-	-\$32,500
Sep-22	\$7,500	%/Budget:	67.50%
Oct-22	\$0		
Nov-22	\$7,500		
Dec-22	\$18,750		
Jan-23	\$3,750		
Feb-23	\$0		
Mar-23			
Apr-23			
May-23			
Jun-23			





TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 10.B

REPORTS AND COMMUNICATIONS

Title: Utility Project Updates

Staff Resource: Tom Fore and Public Services Staff

Action(s):

Explanation:

Background:

Funding Source(s):

Attachments: *(click item to open)*

[*STATUS REPORT CLARIFIER #3 PROJECT 3-6-2023.pdf*](#)

[*STATUS REPORT LYNCH CREEK PROJECT 3-06-2023.pdf*](#)

[*STATUS REPORT AMI PROJECT 3-06-2023.pdf*](#)

[*STATUS REPORT MELINDA HPZ PROJECT 3-07-2023.pdf*](#)

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

[*February 2023 Monthly Report for Council Members 3.pdf*](#)

[*STATUS REPORT FRAIZER ROAD DRAINAGE PROJECT 3-09-2023.pdf*](#)

[*STATUS REPORT VDEM GENERATORS 3-09-2023.pdf*](#)

[*STATUS REPORT SPRINGS SCADA PROJECT 3-09-2023.pdf*](#)

[*STATUS REPORT FILTER IMPROVEMENT PROJECT 3-09-2023.pdf*](#)

[*STATUS REPORT AERATION STUDY 3-09-2023.pdf*](#)

[*STATUS REPORT WWTP ELECTRICAL PROJECT 3-09-2023.pdf*](#)

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



Date: March 6, 2023

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

Completed Work Over the Last Week

1. Prepared draft plans, contract documents and technical specifications for internal QA/QC.
2. Submitted documents for QA/QC review.

Anticipated Work Over the Next two Weeks

1. Submit Documents to Town
2. Set bidding dates with Town

Outstanding Issues

1. None

Construction Schedule Update

1. Construction unstarted

Budget Summary

1. Design Services	Contract:	\$9,000	JTD:	\$7,200
2. Bidding Assistance	Contract:	\$7,000	JTD:	\$0
3. Construction Phase Assistance	Contract:	\$8,000	JTD:	\$0

Construction Cost Summary:

1. None

Submitted by:

Matthew G. Gross, PE
Project Manager

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



Date: March 6, 2023

This memo is a status report of Hurt & Proffitt Team's efforts for the Lynch Creek Sewer Project

Completed Work Over the Last Week

1. Waiting on Mendon to schedule time to take care of the remaining punch list items that have been photographed per the Town.

Anticipated Work Over the Next two Weeks

1. None to date

Outstanding Issues

1. None to date

Construction Schedule Update

1. Construction completed.

Budget Summary

1. CCTV Inspection and Video	Contract:	\$35,000	JTD:	\$25,000
2. Manhole Inspection	Contract:	\$5,000	JTD:	\$5,000
3. Sewer Line Route Survey	Contract:	\$17,500	JTD:	\$17,500
4. Sewer Line Design	Contract:	\$44,720	JTD:	\$44,720
5. Railroad Permit Coordination	Contract:	\$3,630	JTD:	\$3,630
6. Bid Assistance	Contract:	\$4,460	JTD:	\$4,460
7. Construction Administration	Contract:	\$18,900	JTD:	\$18,900

Construction Cost Summary:

1. Lynch Creek Sewer Replacement	Contract:	\$2,229,500	JTD:	\$1,637,654
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Submitted by:

Chad Hodges, PE
Asst. Project Manager

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



Date: March 6, 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. There was a bid protest regarding one of the vendors. The Town's attorney is looking into and handling this matter.
2. By 3/10/23 this matter should be resolved based on the window of protest.

Anticipated Work Over the Next two Weeks

1. Project Kick-Off meeting with vendor is tentatively scheduled for 3/16/23.

Outstanding Issues

1. None at this time

Construction Schedule Update

1. Not applicable at this time

Budget Summary

1. Bid Assistance	Contract:	\$12,500	JTD:	\$12,500
2. Construction Administration	Contract:	\$15,000	JTD:	\$400

Submitted by:

Chad Hodges, PE
Asst. Project Manager

Randy W. Beckner
Bradley C. Craig
Wm. Thomas Austin
James B. Voso
Randy L. Dodson
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)

March 7, 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 working on pump station punch list.
2. Contractor installed door switch, smoke detector, and outside warning strobe.

Anticipated Work Over the Next 4 Weeks

1. Contractor to complete final completion punch list.
2. Installation of pressure gauge.
3. Replacement of pressure transmitters.

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. Pressure Transmitters. Contractor's supplier is working to find suitable alternatives.

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	\$1,226,972.71
2.	Engineering Bid, CA & SCADA Contract	\$70,920.00
	JTD	\$48,404.00
3.	Construction Contract	\$1,226,972.71
	JTD	\$1,090,802.71

Input Needed from Town/Others

1. Discrepancies between plans/specifications and Town standards continue to be coordinated. M&C keeping list for updates to Town standards at conclusion of project.

Other Issues/Concerns

Submitted by:

A handwritten signature in black ink, appearing to read 'R. Kincer', is written over a horizontal line.

Ryan P. Kincer, P.E.
Project Manager

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

Printed 8-Mar-23

Customer Class		March-22	April-22	May-22	June-22	July-22	August-22	September-22	October-22	November-22	December-22	January-23	February-23		
WATER	Un its	10	1,353	26	13	17	19	1,392	1,401	17	24	1,340	17	Average	
	Residential Base-IT	43	218	24	13	46	44	215	214	45	44	205	25	469	
	Commercial Base-IT	-	151	-	-	1,126	1	-	151	-	-	150	-	144	
	Residential Base-OT	1	1	1	1	1	1	1	1	1	1	1	1	1	
	Commercial Base-OT	31	31	31	31	31	31	31	31	31	31	31	31	31	
	Municipal													-	
	Dormant Accounts													-	
	Industrial	5	5	5	5	5	5	5	5	5	5	5	5	5	
	TOTAL	90	1,759	87	63	1,226	101	1,644	1,803	99	105	1,732	79	744	
	Gallons	253,440	13,858,847	186,130	72,320	49,530	62,700	15,690,419	15,756,639	62,650	149,270	14,156,747	46,670	Total	
	Residential Use-IT	3,214,810	4,384,976	1,113,970	1,520,590	2,999,160	4,771,230	3,637,266	5,815,075	3,433,340	1,125,400	5,821,091	1,016,560	60,345,362	
	Commercial Use-IT	-	1,657,858	-	-	123,545	7,030	-	1,930,850	-	-	2,045,431	-	5,764,714	
	Residential Use-OT	2,425,000	2,380,000	2,380,000	2,424,500	2,432,450	2,432,450	2,641,000	2,652,000	2,583,000	4,345,660	2,544,000	2,145,000	31,385,060	
	Commercial Use-OT	317,880	328,450	386,750	444,060	626,890	626,890	602,380	800,850	589,830	449,380	284,120	869,240	6,326,720	
	Municipal	39,401,090	45,809,047	42,484,361	42,841,404	56,510,780	40,288,360	47,783,609	32,609,338	47,440,757	48,330,196	51,157,883	39,972,785	534,629,610	
	Industrial	45,612,220	68,419,178	46,551,211	47,302,874	62,742,355	48,188,660	70,354,674	59,564,752	54,109,577	54,399,906	76,009,272	44,050,255	677,304,934	
	TOTAL WATER SOLD	53,441,639	59,466,715	61,597,331	68,238,729	56,394,184	62,798,005	72,191,829	51,309,541	67,285,674	65,060,629	63,255,922	57,134,415	738,174,613	
	NET DELIVERED	83%	119%	88%	77%	111%	69%	111%	77%	100%	89%	80%	77%	92%	
	FRACTION BILLED	127,423	25,100	21,300	18,700	87,400	85,700	50,300	16,700	14,800	11,400	14,500	3,700	477,023	
	Total (TOA,sold,hydrnts, Leaks)	Dollars	1,053	64,401	1,364	556	632	717	78,231	78,642	672	1,096	90,733	619	Total
	Residential Base & Use-IT	11,629	21,423	4,036	5,684	11,186	16,362	18,483	39,222	12,352	10,557	26,765	4,105	318,715	
	Commercial Base & Use-IT	-	16,115	-	-	61,879	62	-	14,981	-	-	15,704	-	181,804	
	Residential Base & Use-OT	11,148	10,944	10,944	1,145	11,182	11,182	12,126	12,176	11,863	19,852	12,832	10,845	108,742	
	Commercial Base & Use-OT	-	-	-	-	-	-	-	-	-	-	-	-	136,239	
	Municipal	118,494	124,703	127,184	128,241	169,222	120,619	142,869	96,524	143,025	145,113	154,027	130,311	-	
	Industrial	142,324	237,586	142,164	135,626	254,100	148,942	251,710	241,544	167,912	176,619	300,061	145,880	1,600,332	
	TOTAL													2,345,831	

SEWER	Units	9	1,191	23	13	3	15	1,232	1,240	15	20	1,179	18	Average	
	Residential Base-IT	40	152	24	14	40	43	199	198	43	43	188	23	413	
	Commercial Base-IT	7	7	7	7	7	7	7	7	7	7	7	7	84	
	Commercial Base-OT	8	8	8	8	8	8	8	8	8	8	8	8	7	
	Municipal													-	
	Dormant Accounts													-	
	Industrial	4	4	4	4	4	4	4	4	4	4	4	4	4	
	TOTAL	68	1,362	66	46	62	77	1,450	1,457	77	82	1,386	60	508	
	Gallons	14,518	9,095,743	118,544	61,523	1,070	41,667	11,120,316	11,176,827	47,934	119,659	9,959,423	39,725	Total	
	Residential Use-IT	2,215,820	3,230,757	903,250	743,836	1,589,848	3,178,006	2,454,459	10,222,821	2,450,706	865,810	4,637,833	802,757	41,796,948	
	Commercial Use-IT	2,425,000	182,450	277,036	209,250	66,500	304,796	319,040	298,340	199,740	149,844	215,644	222,792	33,295,903	
	Commercial Use-OT	94,850	133,980	128,330	126,123	181,780	181,780	58,100	220,610	92,890	88,900	105,370	105,370	4,870,432	
	Municipal	37,420,000	41,872,222	40,490,000	39,830,556	48,034,163	33,630,000	50,130,000	33,280,000	48,610,000	43,110,000	48,610,000	43,480,000	508,496,941	
	Industrial	42,170,188	54,515,152	41,917,159	40,971,288	49,873,361	37,336,249	64,081,916	55,198,598	51,401,269	44,334,213	63,528,270	44,650,644	588,460,224	
	TOTAL SEWER BILLED	50,369,700	57,782,200	57,742,300	59,036,500	57,073,002	55,860,000	60,079,000	40,813,000	56,190,000	56,230,000	61,260,000	57,850,000	670,285,702	
	WWTP EFFLUENT	95%	76%	103%	82%	73%	67%	107%	135%	91%	79%	104%	77%	88%	
	FRACTION BILLED	Dollars	83	35,183	462	241	52	181	70,919	71,088	221	468	38,190	216	Total
	Residential Base & Use-IT	8,054	10,736	3,285	2,719	5,787	11,562	8,794	17,276	8,921	8,395	8,587	3,059	18,109	
	Commercial Base & Use-IT	1,629	1,599	1,802	1,290	730	2,034	1,614	1,754	11,863	776	1,640	1,713	8,098	
	Commercial Base & Use-OT	-	-	-	-	-	-	-	-	-	-	-	-	2,370	
	Municipal	140,304	145,269	151,278	167,795	179,030	135,245	186,730	124,174	180,829	160,369	180,829	170,007	-	
	Industrial	150,070	191,188	156,827	172,045	185,599	149,022	268,057	214,291	201,834	170,009	229,245	174,994	1,921,859	
	TOTAL													1,950,435	

CURBSIDE	Curbside-IT STOPS													Average
	Curbside - Brush	167	192	108	124	207	145	199	319	107	82	97	77	155
	Curbside- BULK	58	117	106	127	95	139	109	115	77	88	91	79	85
	TOTAL	225	309	214	251	302	284	308	434	184	170	188	156	240
	Curbside-IT	110	91	102	106	93	108	93	90	103	93	97	85	Total
	Curbside-BULK	14	12	16	16	12	23	10	11	11	9	8	10	1,096
	TOTAL	124	103	118	122	105	131	103	101	114	102	105	95	153
														1

Monthly Staff Report Water Plant

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

Operation and Production Summary

The Actual water production line (filtering of water) for the entire month averaged				16.5	Hours per Day				
which yielded approximately		1,527,980	gallons of water per day.						
Rain	4.725	YTD Rain	8.53	Snow	0	YTD Snow	0	was measured at the water treatment plant.	
Average Hours per day (week days)		18.6		hrs					
Average Hours per day (weekends)		11.25		hrs					
Average produced (week days)		1761750.00		gallons per day					
Average produced (weekends)		1,044,000		gallons per day					
Total Raw Water Pumped:		46.164		million gallons					
Total Drinking Water Produced:		43.587		million gallons					
Average Daily Production: (drinking)		1,557,000		gallons per day					
Average percent of Production Capacity:		0		%					
Plant Process Water:		2,576,000		(finished water used by the plant)					
Bulk Water Sold @ WTP:		1,600		gallons					
Flushing of Hydrants/Tanks/FD use/Town Use		2,100		gallons					
McMinnis Spring									
Total Water Pumped:		6.027		million gallons		average hours per day		13.2	
Average Daily Produced:		241,080		gallons per day		Rain at MC		4.65	
Reynolds Spring						snow		0	
Total Water Pumped:		6.169		million gallons		average hours per day		14	
Average Daily Produced:		246,760		gallons per day		Rain at RE		4.3	
Purchased Water from CCUSA		0		gallons		snow		0	
Sold to Hurt		2,132,000		gallons					
Industrial Use		34,065,812		gallons					
						Water lost due to leaks			
						none captured			

Comments: Water Plant Activities & CIP Projects:

Monthly Compliance Reports Completed
 VDH samples completed for compliance
 Melinda High Pressure Zone- Station is operating with punch list items created for this project.
 Filter Upgrade - In final stages to complete.(SCADA and training)
 The Source Water Protection Local Advisory Committee will meet again when date has been set
 Generator project, awaiting surge protection device at McMinnis (Should be completed by March 8th)
 Town of Hurt DBP improvement project Electricians and contractor have been onsite to repair meter.
 Springs SCADA project - Had kick off meeting, awaiting electrical schedule
 Sedimentation Basin Project Award letter received, now awaiting VDH confirmation letter (Engineer is Dewberry)
 AMI Meter system bids were received, awarded to Waterworks, Inc. Kick off meeting scheduled for March 16th
 WTP SCADA upgrade scope to be discussed with the engineer
 Springs Rehabilitation - Engineering Concepts was awarded the engineering. (kick off meeting to occur during the month of March)
 Raw Water Control Valve to be aquired within the next two months including a accutuator
 Hach calibrations completed 2-20-23
 ISI calibrations completed 2-15-23
 Started a chlorine study with new feeders on Feb 21 to end on Mar 3. Once get letter of approval from VDH will move forward.
 Lead and Copper Inventory has continued and will need to fill out the LEAP application for the lead inventory list.
 Lead and Copper Sampling to be done in July
 Radiologicals, Inorganic and Cyanide samples are to be taken during 2nd Quarter
 The Town received PFAS sample results that showed some PFAS residuals that Town staff questioned. Additional testing will be done.
 UCMR5 (PFAS) samples were collected in January from entry points of Plant, and both Springs

Utilities Distribution and Collection

# of Service Connections	1	Addresses:	1113 4th Street	
# of Service Taps	1	Addresses:	1113 4th Street	
# of Meters Read	105	Monthly	Rereads	1
	0	Quarterly	Rereads	0
# of Meters Cut Off For Non-Payment	47			
# of Meters Tested	0			
# of Loads of Sludge to Landfill	18			
	166.29	Tons		
# of Location Marks made for Miss Utility	17			
# of Meters Replaced	0			
# of Water Lines Repaired	0		# of Sewer Lines Unstopped	4
Locations:			Locations:	
			3rd Street MH 411-412	
			105 Wood Lane	
			1201 Amherst Ave.	
			1113 4th Street	
# 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	170'	Sewer Main Cleaned		0
Sewer (Root Cutting) Main	0	Sewer Main Cleaned Manholes		0
Sewer (Root Cutting)Main Manholes	0	Sewer Service Cleaned		60'
Sewer Video Footage	360'	Sewer Service Video		0
Sewer Video Manholes	0	Sewer (Root Cutting) Service		0
Duke Root Control (Contractor)	0	Sewer Right of Way Clearing Footage		0
Water Turn On and Offs	68	Sewer Manholes Inspected		0
Water Right of Way Clearing Footage	0	Sewer Installed Clean Out		2
Water Meter Box Replacement	3			
# Of Hydrants Flushed	0			
# of Hydrant Valves Exercised	0			

Other Utilities Distribution and Collection Activities & CIP Projects:

One Stop sewer line location being determined, to set clean outs

Average Daily Flow	2.10 MGD	
TSS Reduction	95 %	
BOD Reduction	97 %	
VPDES Violations	0	
Sludge (Regional Land Fill)	193 tons	
Rain Total	3.49 Inches	Snow Total
	7.64 YTD Total	

WWTP Electrical Upgrade continues
Aeration improvement application - Awaiting response from DEQ
Clarifier Number 3 Retrofit- Solicit bids from engineers to design this project
Mister Installation - Unit has been set. All power has been installed by sub-contractor and awaiting power from Dominion.
Application for Lynch Creek sewer line from 7th street to boat ramp access has been submitted.
Pre-grant application for USDA-RD is being done for preliminary engineering report and environmental review

Month: February
Week: February 13th, 2023

- | | |
|--|---|
| <ul style="list-style-type: none"> • Continue Sanitizing procedures for commonly used areas • Monthly DMR • Monthly Council report • Industrial Billing • Submit Monthly rain data to National Weather Service • Ecoli supplies ordered • Ran Pump Station Generators • Repaired Press Valve • UV system check • Entered Lab data • Normal Plant Operations | <ul style="list-style-type: none"> • Continue Sanitizing procedures for commonly used areas • Serviced UV system Bank • Reviewed and Submitted Timesheets • Troubleshooting electrical issues with Blower building MCC • Portable blower rented for Basins 3 & 4 (2/18/23) • UV system check • Entered Lab data • Normal Plant Operations |
|--|---|

Month: February
Week: February 27th, 2023

- | | |
|---|---|
| <ul style="list-style-type: none"> • Continue Sanitizing procedures for commonly used areas • Troubleshooting electrical issues with Blower building MCC • Continue use of portable blower rented for Basins 3 & 4 (2/18/23) • Digester blower stand repaired • Repaired thickener wheel • UV system check • Entered Lab data • Normal Plant Operations | <ul style="list-style-type: none"> • Continue Sanitizing procedures for commonly used areas • Reviewed and Submitted Timesheets • Submit Rain data to National Weather Service • Employee (Brad Brown) returned from Medical Leave • Troubleshooting electrical issues with Blower building MCC • Basin Blowers returned to Motor starters (VFD's offline) • Continue use of portable blower rented for Basins 3 & 4 (2/18/23) • Cont. to monitor Blower motor temperatures • BGF / DEQ meeting concerning PCB remediation project • Submitted Septic Tank Hauler Billing • UV system check • Entered Lab data • Normal Plant Operations |
|---|---|

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
9 March 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: Town staff requested additional information/clarification on lawn mower access to the east side of the property, ditch lining material and disposal of excess material. Engineer replied with access ability note, options for lining material and notation regarding use of excess fill to be coordinated for use on church property.

Anticipated work over the next two weeks: Staff will review Engineer's notes and provide preferences for integration into the plans.

Upcoming Tasks: Revise plans. Coordinate bidding with Town staff.

Outstanding Issues: Easements

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: Town staff will need to review the sizing of the ditch and easement across private land. The ditch can be widened at the base and side slopes made steeper to reduce the width of the easement if so desired.

Issues Town Should Be Aware Of:

Construction Contract Price: \$0

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
9 March 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: SPD unit has been replaced. Engineer has processed the last change order and payment application
Anticipated work over the next two weeks: Town may release the last check. Engineer will process the final paperwork
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: \$41,820
Balance to Complete: \$1780

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
9 March 2023

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

Recent Activities: Kickoff meeting on 28 February. Contractor has presented a schedule.
Anticipated work over the next two weeks: Commence work.
Upcoming Tasks: Contractor will likely need to visit sites in person prior to commencing work.
Outstanding Issues:

Design Schedule:

Schedule Constraints:

Projected Completion: TBD
Approved Budget: \$9600
Invoiced To Date: \$2400
Balance to Complete: \$7200

Town Input Required:

Issues Town Should Be Aware Of:

Construction Contract Price:	Staunton River Intake Site & SCADA Integration	\$58,922
	Bedford Tank & Pump Station Site & SCADA Integration	\$60,563
	McMinnis Spring Site & SCADA Integration	\$54,390
	Reynolds Spring Site & SCADA Integration	\$54,390
	Water Treatment Plant Existing Control Panel Demolition	\$11,385
	Total Bid Price if All Work is Awarded	\$239,650

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
9 March 2023

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

Recent Activities: Project is substantially complete. Contractor has resolved login issues on SCADA.
Anticipated work over the next two weeks: Contractor completing final punchlist items including training, setting control units to static IP, and replacement of the waste flow meter. SCADA training is scheduled for the week of March 13th.
Upcoming Tasks:
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: \$38,000
Balance to Complete: \$18,000

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
9 March 2023

Project Name: WWTP Aeration System
Project Manager: Keith Lane, PE
Sub-Consultant Masters Engineers
P&B Job Number 19-75

Recent Activities: No recent activity

Anticipated work over the next two weeks:

Upcoming Tasks:

Outstanding Issues:

Design Schedule: TBD Complete design plans and specs
TBD Advertise for Bids (if Town desires)
Schedule Constraints: Town staff has indicated this project bid may slip in order to coincide with WWTP Electrical upgrades
See note below regarding potential schedule adjustment.
Projected Completion: 31 October 2021
Approved Budget: \$198,000
Invoiced To Date: \$19,200
Balance to Complete: \$178,800

Town Input Required:

Issues Town Should Be Aware Of: The schedule for this project has been adjusted to coincide with the Phase III portion of the overall WWTP electrical improvements. It will be beneficial to have the bulk of the PH III electrical work designed prior to in-depth design of the aerator work. The design schedule above has been adjusted to reflect delay of the design such that the bulk of the PH III design is completed for coordination purposes.

Town and Engineers will need to coordinate the design construction timing in conjunction with Town's funding schedule.

Construction Contract Price: \$0

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
9 March 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: Three blowers have been rewired to the old starters in order to operate properly while size of the necessary VFDs are being discussed. Contractor and Town staff have been working to trouble-shoot the issues in conjunction with engineers and manufacturer's representatives. Contractor has brought in a portable blower to supplement the existing plant blowers. With ongoing discussions on the suitability of the provided digester blower VFDs, Engineer and Contractor are reviewing this situation

Anticipated work over the next two weeks: Complete punchlist items and work toward substantial completion. Portable blower is expected to be removed from the site in the next two weeks.

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. Blower VFD permanent resolution is a critical item to maintain the plant. All parties are working to determine an appropriate solution.

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

Current Paid: \$3,582,029

Balance to Finish plus retainage: \$399,120



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 10.C

REPORTS AND COMMUNICATIONS

Title: Public Services Monthly Reports

Staff Resource: Teri Anderson, Public Works Administrative Asst.

Action(s):

For Review

Explanation:

Background:

Funding Source(s):

Attachments: *(click item to open)*

attachment 1. [STREET_DEPARTMENT_MONTHLY_REPORT-FEBRUARY_2023](#)

attachment 2. [BUILDINGS_AND_GROUNDS_MONTHLY_REPORT_FEBRUARY_2023](#)

attachment 3. [FLEET_MAINTENANCE_DEPARTMENT-FEBRUARY_2023](#)

STREET DEPARTMENT MONTHLY REPORT

DATE: MARCH 6, 2023

TO: TOWN MANAGER
FROM: CHUCK NEWMAN, STREETS SUPERVISOR

MONTH: FEBRUARY 2023

DESCRIPTION	Labor Hours
Vacation / Sick Leave Taken / Comp. Time Used / Funeral Leave	50.50
Holiday	40
Staff, Safety Meetings/Data Entry/Planning Schedule	83.50
Weekend Truck (1.82 Tons) (4) Trucks	18
Street Sweeping (Miles Swept Main St. and Bedford Ave. 13 / Town Wide 8)	8
Litter Control (Bags Collected 49)	95.25
Assisting Other Crews	56.25
Town Wide Mowing (0 Miles)	0
Signage	6.50
Shoulder Work / Stone (0 Tons)	47.75
Ditch & Drainage Pipe Maintenance	65.50
Weed Control (Gallons Sprayed 0)	0
Street Lighting	26
Dead Animal Removal/Buzzard Control	4
Decorative Street Light	32.50
Tree/Trimming/Removal	102.50
Install Driveway Pipe	133
Call Duty	8
Vehicle/Equipment Maintenance	5.75
Public Works Lot Cleaning (Tons)	0
Asphalting	2
Special Projects / Special Events / Seasonal-Christmas Lights/Flag Rotation	0
Traffic Control	17
Snow Prep	15.50
Total Labor Hours for the Month	817.50

BUILDINGS AND GROUNDS

MARCH 6, 2023

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

Vacation / Funeral / Sick Leave Taken		41
Meetings / Data Entry / Work Planning / Training		56.50
# Of Call Duty Hours		8
# Of Hours ELD Training at CVCC		6
Holiday		48
Green Hill Cemetery		
DESCRIPTION	Month Totals	Labor Hours
# Of Burials / Cremations	0	4
Cemetery Grounds Maintenance		26.25
Meeting with Families / Selling Plots		0
Stone Locating / Setting		0
Maintain Cemetery Records		0
Solid Waste Collection		
DESCRIPTION	Month Totals	Labor Hours
Residential Garbage Collected (Tonnage)	84.68	82
Residential Garbage Collected (Tonnage) Town of Hurt	35.99	32
# Of Curbside Brush Collected (Stops)	77	28.25
Loads of Brush Collected	12	
# Of Curbside Bulk Collected (Stops)	79	30.25
Bulk Collection (Tonnage)	10.43	
# Of Tires Collected	0	0
# Of Residential Garbage Citations Issued	0	0
Vehicle Maintenance		0
Parks/Buildings		
DESCRIPTION	Month Totals	Labor Hours
Landscaping Buildings, Watering Flowers, Irrigation		0
# Of Building Maintenance Hours-Brown Bldg. (70)		152.75
# Of Park Cleaning		65.25
# Of Parks Ground Maintenance Hours		38.75
# Of Parks Flower Bed Maintenance Hours		237.25
# Of Vista Theatre Maintenance and Assisting		0
Special Projects		0
# Of Vehicle Maintenance Hours		17.25
# Of Industrial Park Clearing & Cleaning		91.25
# Of Assisting Other Crews		2.25
Total Labors Hours for the Month		967

FLEET MAINTENANCE DEPARTMENT

DATE: MARCH 6, 2023

TO: TOWN MANAGER
FROM: TERRY LAMBERT, FLEET SUPERVISOR

MONTH: FEBRUARY 2023

DESCRIPTION	Labor Hours
Vacation	18
Safety Meetings/Training	19.50
Holiday	16
Daily/ Weekly/ Planning & Scheduling	44.25
Sick Leave Used	0
CIP / Budgeting / Calling Vendors	19.50
Preventive Maintenance	101
General Repair's	33.75
Troubleshoot and Diagnostic	13.50
DMV Titling	2
On the Road Service Call	0
Picking Up & Delivery	3
Building & Grounds	4.50
Tool Inventory	0
Inspections/Surplus	5.50
Assisting Other Crews	0
General Maintenance	39.50
Total Labor Hours for the Month	320



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 10.D

REPORTS AND COMMUNICATIONS

Title: Community Development February 2023 Monthly Report

Staff Resource: Sharon D. Williams, AICP, Community Development Director

Action(s):

Receive the report.

Explanation:

Background:

Funding Source(s):

N/A

Attachments: *(click item to open)*

[*CD Feb 23 Monthly Report.pdf*](#)

MEMORANDUM

To: Gary Shanaberger, Town Manager

From: Sharon D. Williams, AICP – Community Development Director SDW

Date: March 6, 2023

Re: February 2023 Community Development Report

Permits

Fourteen (14) Zoning Permits were applied for during the month of February:

New Business (1): The Moreno Companies – new Spark Tenant

New Owner (3): Subway 1000 Main St & 125 Clarion Rd,
A1 Mini Mart – 1308 Main St

Mobile Restaurant(5): Wandering Donut 2, Airstrip Grill, Kona Ice, Southern Belle Food Truck,
Chief's BBQ

Sign Permit(1): 1 change to sign at Altavista Commons, pending submittal of zoning
permit

*Accessory Structure(2):*YMCA open-sided covered shelter over playground area &
storage shed on Ash Ln

Chicken Permit (1): renewal

Plat (1): Resurvey on 7th St

Violations

Ten (10) new violations were reported in February and four (4) were closed. There are twenty-six (26) active code violations.

A public nuisance hearing had been scheduled for March 14, 2023 for the derelict structures on Amherst and Novelty Streets. The town has been informed that the property was sold to Moab Properties. A representative for the company stated that they intended to rehab the properties. The owner was informed that the property was Industrial (M), which does not permit the residential use. The property would need to be rezoned before it could be occupied. Additionally building permits will not be issued by Campbell County until a zoning permit has been approved.

On the morning of Tuesday, February 7, 2023, the Community Development Director was alerted by a business owner that *OBAMACARE-FREE HEALTH INSURANCE* signs had been posted throughout the town. The following day the Community Development Director spent almost 2 hours removing those signs and any others posted in the town rights-of-way starting at the US 29 Business entrance of the town to the 1000 block of Main St. She removed every sign at each intersection of 3rd, 4th, 5th, and 7th Streets. Approximately 110 signs were removed. The

town called the number on the sign, but could not obtain any identifiable data, nor convince the person who answered to remove the illegal signs. A sign may not be placed in the public rights-of-way without the approval of the Town Manager or his designee, which is the Community Development Director.

Planning Commission:

The Planning Commission met on February 6, 2023, and held four (4) public hearings. They held public hearings on: a request to rezone 3326 Lynch Mill Rd from Industrial (M) to General Commercial (C-2); an amendment to the hospital definition in the Zoning Ordinance (Z.O.) to state that the use did not include a facility for substance abuse or drug rehabilitation; a public hearing to amend the Z.O. to allow hospitals in the C-2 Zoning District with a Special Use Permit (SUP); and an amendment to the Z.O. to delete resource extraction as a permitted use in the Industrial (M) Zoning District.

The Planning Commission approved its revised bylaws, adopted its Rules of Procedure, and adopted its Code of Ethical Principles.

The Planning Commission discussed recycling centers and whether the use should be allowed in the Industrial (M) Zoning District. It was the consensus of the Planning Commission that a public hearing be held to receive comment.

Board of Zoning Appeals:

The Board of Zoning Appeals did not meet in February.

Staff Projects/Meetings:

The majority of February was devoted to the town's Mosley Heights Community Development Block Grant (CDBG) Planning Grant. The Community Development Director and Sheila Williams, President, Moseley Heights Project Team attended Sunday services at First Baptist Church and the First Church of Jesus to inform the congregants about the pre-planning grant, answer questions, and assisted a few with completing the questionnaire. The Town Manager, Community Development Director, Planning Commissioner AJ Robinson, Sheila Williams, Rev. Eduardo Soto, and Aprille Monroe canvased the project area on Saturday, February 18th to ask residents to complete the survey. To be eligible for a planning grant, 90% of the residents living in the area must participate in a community survey, as the town must demonstrate that it plans to serve a low to moderate income area. In addition to name and address, respondents were asked if they owned or rented their home, their race, and whether their yearly income was above or below the Median Household Income as defined by the US Department of Housing and Urban Development (HUD). There was a low response rate for the survey. The feedback the town received included: a fear that answering the question about income would impact their social security, renters were not invested in the community and saw no benefit in participating, belief that town was not invested in Mosley Heights and that improvements should be a yearly budgeted item instead of the town seeking grants. The Town submitted its report to the Virginia Department of Housing and Community Development (DHCD), which was due on February 28th.

The town has requested an extension in hopes of gaining additional neighborhood participation. To cover the costs associated with the pre-planning grant activities, the town is eligible to receive \$5,000 from DHCD.

The Assistant Town Manager and Community Development director met with a couple interested in developing a campground. They were given the requirements for developing a campground in the floodplain. Buildings must be built above the base flood elevation and a traffic study would be required, along with a stormwater management and site plan.

Due to the generosity of AARP (American Association of Retired People), the Community Development Director has secured a mobile shredding truck which has the capability to destroy old, unwanted paper records onsite. The event will be held on Saturday, April 15, 2023 from 8-12 pm.

The Community Development Director attended the monthly meeting of the Transportation Technical Committee at Central Virginia Planning District Commission (CVPDC). At the meeting the Committee received an update on the draft Title VI Plan update. The CVPDC received a Safe Streets and Roads for All (SS4A) grant for \$280,000 with a \$70,000 match. VDOT provided a summary of the 2020 Census and the new urban area definitions and the impacts to funding for Metropolitan Planning Organizations.

The Avoca Executive Director and Community Development Director met to discuss grants that might be available for a curator and expansion to the museum.



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 10.E

REPORTS AND COMMUNICATIONS

Title: Altavista Police Department (APD) Monthly Reports

Staff Resource: Chief Merricks

Action(s):

For informational purposes

Explanation:

Monthly Activity Report for the APD - February 2023

Background:

Funding Source(s):

Attachments: *(click item to open)*

attachment 1. Altavista PD Monthly Activity Report-February 2023

attachment 2. APD Patrol on 29-February 2023

2023 ALTAVISTA POLICE DEPT MONTHLY REPORT			
	January	February	Year to Date
Criminal Arrests "Felony"	3	0	3
Criminal Arrests "Misdemeandor"	16	1	17
Warrant Executed	19	8	27
Uniform Traffic Summons Issued	56	67	123
# Traffic Stops	122	132	254
BOLO'S (Be on Look Out)	3	5	8
DUI	1	0	1
IBR	37	9	46
MVA	8	13	21
Assist Motorist	22	19	41
Calls for Service	408	450	858
Alarm Responses	8	20	28
ECO/TDO	0	3	3
ECO/ TDO HOURS	0	15	15
Court Hours	2	2	4
Citizen Contacts	1,280	1895	3,175
Businesses, Residences Check "Foot Patrols"	462	345	807

PATROL-RT 29-February 2023			
Time	Location	Officer	Disposition
1-Feb 1230-1240	29 SB	Anthony	Check Location
1-Feb 2221-	Rt 29/Clarion	Earhart	Traffic Stop
2-Feb 2329-	Rt 29/Clarion	Earhart	Traffic Stop
6-Feb 1441-1454	Rt 29/Main	Elias	MVC
6-Feb 2005-	Rt 29	Earhart	BOL
6-Feb 2354-	Rt 29/Main	Earhart	Traffic Stop
6-Feb 2007-2014	Rt 29	Pugh	BOL
6-Feb 2354-2359	Rt 29/Main	Pugh	Traffic Stop
11-Feb 1820-1821	Rt 29	Pugh	BOL
11-Feb 1919-1925	Rt 29	Pugh	Road Hazard
11-Feb 2135-2146	Rt 29	Pugh	Traffic Stop
11-Feb 1914-	Rt 29	Earhart	Road Hazard
13-Feb 2102-2145	29 SB	Williams	Disabled Vehicle
14-Feb 1958-1959	29 NB	Williams	Disabled Vehicle
15-Feb 2306-2339	Rt 29/Lynch Mill	Pugh	Traffic Stop
15-Feb 2306-	Rt 29/Lynch Mill	Earhart	Traffic Stop
16-Feb 0100-	Rt 29	Earhart	Carcass
20-Feb 1932-1941	Rt 29/Lynch Mill	Anthony	Traffic Stop
20-Feb 1948-1955	Rt 29	Anthony	Traffic Stop
20-Feb 0117-	Rt 29/Lynch Mill	Earhart	Road Hazard
21-Feb 1733-1747	Rt 29/Lynch Mill	Elias	Traffic Stop
24-Feb 2347-2353	Rt 29/Clarion	Pugh	Traffic Stop
24-Feb 0209-0216	Rt 29/Main	Pugh	Traffic Stop
24-Feb 0222-0234	Rt 29/Main	Pugh	Traffic Stop
24-Feb 0209-	Rt 29/Main	Earhart	Traffic Stop
24-Feb 0222-	Rt 29/Main	Earhart	Traffic Stop
25-Feb 2255-2346	Rt 29/Bedford	Pugh	Traffic Stop
25-Feb 0142-0156	Rt 29/Main	Pugh	Traffic Stop
25-Feb 0221-0238	Rt 29/Main	Pugh	Traffic Stop
25-Feb 0244-0258	Rt 29	Pugh	Traffic Stop
25-Feb 2255-	Rt 29/Bedford	Earhart	Traffic Stop
25-Feb 0142-	Rt 29/Main	Earhart	Traffic Stop
25-Feb 0221-	Rt 29/Main	Earhart	Traffic Stop
25-Feb 0244-	Rt 29	Earhart	Traffic Stop



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 10.F

REPORTS AND COMMUNICATIONS

Title: ARPA Equipment Grant Program Opportunity For Law Enforcement

Staff Resource: APD Chief Tommy Merricks

Action(s):

For Informational Purposes

Explanation:

The Altavista Police Department (APD) has been given the opportunity to apply for \$210,000 in grant funds for law enforcement efforts to reduce violent crimes and gun violence, which has disproportionately increased due to the pandemic and impacted communities. It is APD's intention to apply for and use these funds to replace aging vehicles in the fleet, to enable us to provide better, more cost efficient service to the citizens of Altavista, in reducing violent crime and violence.

Background:

The timeline for this grant application is due by May 24th. Decisions will be made on or after May 11, 2023, at the CJSB meeting; and funds will need to be spent by the end of the grant period, June 30, 2024.

Funding Source(s):

This is a 100% grant - matching funds are not required.

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 10.G

REPORTS AND COMMUNICATIONS

Title: Town Council Meeting Calendars

Staff Resource: Crystal Hailey, Assistant Town Clerk

Action(s):

Informational Items

Explanation:

Altavista Town Council Meeting Calendars for both March and April, 2023; includes other important dates and events.

Background:

Funding Source(s):

Attachments: *(click item to open)*

attachment 1. Council Calendar - March 2023

attachment 2. Council Calendar - April 2023

MARCH 2023

Sun	Mon	Tues	Weds	Thurs	Friday	Sat
				1	2	3
						4
5	6	7	8	9	10	11
	Planning Commission 5pm					
12	13	14	15	16	17	18
Daylight Savings Time		<u>Council Meeting</u> 6pm *2024 Draft Budget and CIP Discussion			St. Patrick's Day	
19	20	21	22	23	24	25
	1 st Day of Spring					
26	27	28	29	30	31	<u>NOTES:</u> March 28th <u>AEDA Meeting</u> @ 8:15am (if needed)
		<u>Council Work Session</u> 5pm *2024 Draft Budget and CIP Discussion				

APRIL 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
NOTES: AEDA Meetings are held @8:15am on the fourth Tues. of the month (if needed)						1 Avoca Museum Opening Day
2	3 Planning Commission 5pm	4	5	6	7	8
9 <i>Easter</i>	10	11 <u>Council Meeting</u> 6pm -Designate Public Hearing For May 9th Meeting	12	13	14	15 Community “Shredding” Day 8am-12noon
16 John H. Moseley Day in Altavista	17	18	19	20	21	22 EARTH DAY
23 <hr/> 30	24	25 <u>Work Session</u> 5pm -budget work session	26	27	28	29



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 14, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 12.A

CLOSED SESSION

Title: Town Council - Closed Session

Staff Resource: Gary Shanaberger, Town Manager

Action(s):

Consultation with Legal Counsel in Closed Session

Explanation:

Section 2.2-3711 (A)(29) Consultation with legal counsel regarding discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders and offers, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body.

Background:

Funding Source(s):

Attachments: *(click item to open)*

attachment. Altavista Town Council - Closed Session 3.14.23

DATE: Tuesday, March 14th, 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)(29) Consultation with Legal Counsel regarding discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders and offers, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body.

A motion was made by _____ and seconded by _____.

Motion carried.

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

Town Council went into Closed Session at _____ PM.

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

Adjourned at _____ p.m.

Action(s): _____