



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

**Tuesday, May 10, 2022
6:00 PM - Council's Chambers
510 Seventh Street
Altavista, VA 24517**

1. CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

Pastor Sinclair Hall, with the First Church of Jesus, will deliver the Invocation for this meeting.

2. AGENDA ADOPTION

3. RECOGNITIONS AND PRESENTATIONS

3.A TOA Personnel Changes - April 2022

3.B Bluegrass in the Park - 2022 Highlights and 2023 Request

3.C Altavista Public Works Department
Attachment. Proclamation for Public Works Week 2022

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 three (3) minutes, with a total of fifteen (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

5.A Altavista Area Chamber of Commerce

5.B Altavista On Track

6. CONSENT AGENDA

6.A Acceptance of Monthly Financial Report
Attachment 1. April 2022 Check Register
Attachment 2. April 2022 Revenue Report
Attachment 3. April 2022 Expenditure Report
Attachment 4. April 2022 Reserve Balance / Investment Report

6.B APD Surplus Items
Attachment. APD Surplus Items 5.10.22

6.C Town Council Meeting Minutes
Attachment 1. Town Council Work Session 3.22.22
Attachment 2. Council extended Work Session 3.29.22

7. PUBLIC HEARING(S)

7.A FY2023 Budget / FY2023-2027 Capital Improvement Program

Attachment 1. FY2023 Proposed Budget Overview
Attachment 2. Master List of Fees / Charges
Attachment 3. Public Notice: FY2023 Budget and Capital Improvement Program

- 7.B FY2023 Proposed Water and Sewer Rate Increases
Attachment. Public Notice: Increase in Water and Sewer Rates
- 7.C Public Hearing: Dearing Ford Industrial Park - Bounty-line Adjustment

8. NEW BUSINESS

- 8.A Donated Park Benches
- 8.B Special Event Permit - Davis Family and Friends Day
Special Event Permit.pdf
- 8.C Special Event Permit (Revised) - Vista BBQ Festival
- 8.D DAWN - Environmental Assessment
- 8.E DAWN - Request to Waive fee for Special Use Permit
Attachment. DAWN.pdf
- 8.F Spark Innovation Center Update
- 8.G Altavista Outreach and Enrichment Special Event Permit
Attachment 1. 2022 Spark Town Council request
Attachment 2. 2022 SPARK Special Event Permit Short Form

9. UNFINISHED BUSINESS

10. REPORTS AND COMMUNICATIONS

- 10.A Town Council 2022 Strategic Planning Retreat
- 10.B Community Development Monthly Report
Attachment. CD April 2022 Monthly Report
- 10.C Departmental Reports - Finance
Attachment 1. Meals Tax Report
Attachment 2. Sales Tax Report
Attachment 3. Lodging Tax Report
Attachment 4. Cigarette Tax Report
- 10.D Public Services Monthly Reports
Attachment 1. BUILDINGS AND GROUNDS MONTHLY REPORT APRIL 2022
Attachment 2. FLEET MAINTENANCE DEPARTMENT-APRIL 2022
Attachment 3. STREET DEPARTMENT MONTHLY REPORT- APRIL 2022
- 10.E Utility Projects Update
Attachment 1. 050322 Altavista Status Report Utilities
Attachment 2. Lynch Creek Sewer Status Update 5-3-22

Attachment 3. Bi-weekly report (05.03.22)
Attachment 4. April 2022 Monthly Report for Council Members 2z
Attachment 5. April 2022 Monthly Report for Council Members

10.F April 2022 Police Department Monthly Reports
Attachment 1. APD MONTHLY REPORT-APRIL 2022
Attachment 2. APD PATROL ON 29-APRIL 2022

10.G Town Council Monthly Calendars
Attachment 1. Town Council's May 2022 Calendar
Attachment 2. Town Council's June 2022 Calendar

11. MATTERS FROM COUNCIL

12. CLOSED SESSION

12.A Closed Session Certification
Attachment. CLOSED SESSION 5.10.22

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 ARRE 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
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 3.A

RECOGNITIONS AND PRESENTATIONS

Title: TOA Personnel Changes - April 2022

Staff Resource: Jo Ann Myers, Human Resources

Action(s):

Informational

Explanation:

Listing includes employee changes in the month of April, 2022

- Milestone: None
- Departures: None
- New Hires: Matthew Perkins, Assistant Town Manager, since April 1st

Background:

Funding Source(s):

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 3.B

RECOGNITIONS AND PRESENTATIONS

Title: Bluegrass in the Park - 2022 Highlights and 2023 Request

Staff Resource: Town Manager Gary Shanaberger

Action(s):

Consider a request by Tony Clifton, T&C Promotions, to hold another bluegrass festival in English Park next year (2023).

Explanation:

This event is a fundraiser, with proceeds supporting the Children's Miracle Network. the festival hosts multiple bluegrass bands, food/food trucks, and artisan vendors; there is no alcohol allowed. The event, if approved, will require a Special Event Permit.

Background:

Town Council previously approved a Special Event Permit allowing T&C Promotions to hold a bluegrass festival in English Park on Saturday, April 23rd, 2023.

Funding Source(s):

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 3.C

RECOGNITIONS AND PRESENTATIONS

Title: Altavista Public Works Department

Staff Resource: Altavista Mayor Mike Mattox and Town Manager Gary Shanaberger

Action(s):

Approve and present the Altavista Public Works Department with a Proclamation declaring May 16th-22nd Public Works week in the Town of Altavista.

Explanation:

Background:

Each year, The American Public Works Association declares one week in the month of May as Public Works Week; recognizing the contributions of Public Works professionals to the health, safety, and welfare of their localities.

Funding Source(s):

N / A

Attachments: *(click item to open)*

Attachment. Proclamation for Public Works Week 2022

PROCLAMATION

PUBLIC WORKS WEEK

MAY 16th-22nd, 2022

WHEREAS, the Town of Altavista relies on Public Works employees to ensure the safety, health, and well-being of its citizens and visitors; and

WHEREAS, this year's theme "Stronger Together" celebrates the vital role public works plays in connecting us all together. At its cornerstone, the Public Works Department provides, maintains, and improves the structures and services that assure a higher quality of life for our community.

WHEREAS, streets, roads and bridges keep us linked together from coast to coast, they allow our community a resource to grow and prosper; and

WHEREAS, Public Works professionals plan, build, operate, and maintain infrastructure including refuse disposal, public facilities and parks, and other structures and facilities essential to serving Town citizens and visitors; and

WHEREAS, our Town is safer and more efficient where citizens can enjoy the quality of life that makes Altavista special because of the dedication of Public Works professionals; and

WHEREAS, the Town of Altavista joins the American Public Works Association and other agencies and organizations in recognizing the contributions of Public Works professionals to the health, safety, welfare of the Town;

NOW, THEREFORE, I, Michael E. Mattox, Mayor of the Town of Altavista, do hereby proclaim May 16-22, 2022, as

"PUBLIC WORKS WEEK"

in the Town of Altavista, and commend its observance to Town citizens and visitors.

IN WITNESS WHEREOF, I have here unto set my hand and affix the seal of the Town of Altavista on this the 10th day of May 2022.

Michael M. Mattox, Mayor
Town of Altavista

Gary Shanaberger, Town Clerk



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 5.A

PARTNER UPDATES

Title: Altavista Area Chamber of Commerce

Staff Resource: Codie Cyrus, Chamber of Commerce Chair Elect

Action(s):

Receive monthly updates for April 2022.

Explanation:

Mrs. Cyrus will give Town Council a brief update on the Chamber's latest activities and also upcoming events.

Background:

Funding Source(s):

N /A

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 5.B

PARTNER UPDATES

Title: Altavista On Track

Staff Resource: Sharon Williams, Community Development Director and Regina Adams, AOT Vice President

Action(s):

Receive update.

Explanation:

Community Development Director Sharon Williams and AOT Vice President Regina Adams will give Council a brief update on AOT's latest activities and also on their upcoming events.

Background:

Informational Only

Funding Source(s):

N / A

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 6.A

CONSENT AGENDA

Title: Acceptance of Monthly Financial Report

Staff Resource: Tobie Shelton, Director of Finance and Administration

Action(s):

Accept the Monthly Financial Reports

Explanation:

The following financial reports are provided to Council on a monthly basis for review and acceptance.

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment 1. April 2022 Check Register

Attachment 2. April 2022 Revenue Report

Attachment 3. April 2022 Expenditure Report

Attachment 4. April 2022 Reserve Balance / Investment Report

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
42947	91	ANTHEM BLUE CROSS/BLUE SHIELD	04/01/2022	71,570.00		00	OUTSTANDING	
42948	667	ASHWELL'S TREE SERVICE LLC	04/01/2022	2,200.00		00	OUTSTANDING	
42949	886	AT&T MOBILITY	04/01/2022	344.16		00	OUTSTANDING	
42950	910	BADGER METER INC	04/01/2022	495.00		00	OUTSTANDING	
42951	103	BEACON CREDIT UNION	04/01/2022	230.00		00	OUTSTANDING	
42952	714	BRIGHT IMAGES MULTIMEDIA SERVI	04/01/2022	339.18		00	OUTSTANDING	
42953	9999998	DEBORAH COX	04/01/2022	150.00		00	OUTSTANDING	
42954	20	J JOHNSON ELLER JR	04/01/2022	2,000.00		00	OUTSTANDING	
42955	191	EVOQUA WATER TECHNOLOGIES LLC	04/01/2022	16,792.15		00	OUTSTANDING	
42956	980	FIDELITY POWER SYSTEMS	04/01/2022	57,778.13		00	OUTSTANDING	
42957	41	FISHER SCIENTIFIC	04/01/2022	580.92		00	OUTSTANDING	
42958	1	GRANITE TELECOMMUNICATIONS	04/01/2022	66.61		00	OUTSTANDING	
42959	57	ICMA RETIREMENT TRUST-457 #304	04/01/2022	270.00		00	OUTSTANDING	
42960	1	JONATHAN RICE	04/01/2022	100.00		00	OUTSTANDING	
42961	172	LLOYD ELECTRIC COMPANY INC	04/01/2022	3,998.00		00	OUTSTANDING	
42962	67	ORKIN PEST CONTROL LLC	04/01/2022	685.00		00	OUTSTANDING	
42963	931	PALLETONE INC	04/01/2022	3,689.00		00	OUTSTANDING	
42964	843	BETTY PICKERAL	04/01/2022	1,150.00		00	OUTSTANDING	
42965	1	SAMANTHA CROUCH	04/01/2022	51.90		00	OUTSTANDING	
42966	778	SPRINT	04/01/2022	1,520.75		00	OUTSTANDING	
42967	872	TIAA, FSB	04/01/2022	153.00		00	OUTSTANDING	
42968	85	TREASURER OF VA /CHILD SUPPORT	04/01/2022	703.88		00	OUTSTANDING	
42969	95	UNITED WAY OF CENTRAL VA	04/01/2022	12.00		00	OUTSTANDING	
42970	901	ANDERSON CONSTRUCTION INC	04/08/2022	20,342.54		00	OUTSTANDING	
42971	978	REGINALD C BENNETT	04/08/2022	50.00		00	OUTSTANDING	
42972	1025	MEGHAN T BOLLING	04/08/2022	50.00		00	OUTSTANDING	
42973	4	BOXLEY AGGREGATES	04/08/2022	763.22		00	OUTSTANDING	
42974	16	CAMPBELL COUNTY UTILITIES & SE	04/08/2022	620.20		00	OUTSTANDING	
42975	145	CHANDLER CONCRETE CO INC	04/08/2022	370.75		00	OUTSTANDING	
42976	1	CHARLOTTE COUNTY	04/08/2022	425.00		00	OUTSTANDING	
42977	736	MARVIN CLEMENTS	04/08/2022	75.00		00	OUTSTANDING	
42978	28	COLUMBIA GAS	04/08/2022	1,316.45		00	OUTSTANDING	
42979	32	CONTROL EQUIPMENT CO INC	04/08/2022	17,947.61		00	OUTSTANDING	
42980	164	DMV	04/08/2022	275.00		00	OUTSTANDING	
42981	41	FISHER SCIENTIFIC	04/08/2022	324.60		00	OUTSTANDING	
42982	851	FRIZZELL CONSTRUCTION INC	04/08/2022	85,285.74		00	OUTSTANDING	
42983	111	GRAINGER INC	04/08/2022	29.37		00	OUTSTANDING	
42984	52	HACH COMPANY	04/08/2022	913.92		00	OUTSTANDING	
42985	386	IDS SECURITY	04/08/2022	72.00		00	OUTSTANDING	
42986	566	INTEGRATED TECHNOLOGY GROUP IN	04/08/2022	5,999.58		00	OUTSTANDING	
42987	892	J & J PORTAPOTTY INC	04/08/2022	90.00		00	OUTSTANDING	
42988	564	JOHN JORDAN	04/08/2022	75.00		00	OUTSTANDING	
42989	9999998	MARTINEZ, MELISSA	04/08/2022	150.00		00	OUTSTANDING	
42990	829	MARIE MITCHELL	04/08/2022	75.00		00	OUTSTANDING	
42991	121	MULTI BUSINESS FORMS INC	04/08/2022	188.06		00	OUTSTANDING	
42992	816	PACE ANAYLTICAL SERVICES LLC	04/08/2022	1,365.00		00	OUTSTANDING	
42993	798	PEED & BORTZ LLC	04/08/2022	4,658.00		00	OUTSTANDING	
42994	1007	PINEY RIDGE CONTRACTING & CONS	04/08/2022	37,784.54		00	OUTSTANDING	
42995	510	RIVER VALLEY RESOURCES LLC	04/08/2022	1,822.50		00	OUTSTANDING	
42996	900	US BANK EQUIPMENT FINANCE	04/08/2022	232.66		00	OUTSTANDING	
42997	136	USABLUBOOK	04/08/2022	1,777.61		00	OUTSTANDING	

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
42998	110	VUPS INC	04/08/2022	59.85		00	OUTSTANDING	
42999	756	WAGeworks INC	04/08/2022	129.49		00	OUTSTANDING	
43000	170	ALTAVISTA ON TRACK	04/14/2022	396.00		00	OUTSTANDING	
43001	901	ANDERSON CONSTRUCTION INC	04/14/2022	28,785.00		00	OUTSTANDING	
43002	103	BEACON CREDIT UNION	04/14/2022	230.00		00	OUTSTANDING	
43003	991	BERKLEY GROUP LLC	04/14/2022	6,829.60		00	OUTSTANDING	
43004	4	BOXLEY AGGREGATES	04/14/2022	1,029.69		00	OUTSTANDING	
43005	294	BUSINESS CARD	04/14/2022	13,035.93		00	OUTSTANDING	
43006	19	CARTER MACHINERY CO INC	04/14/2022	782.30		00	OUTSTANDING	
43007	874	CORPORATE MEDICAL SERVICES	04/14/2022	192.00		00	OUTSTANDING	
43008	125	CVCJA	04/14/2022	450.00		00	OUTSTANDING	
43009	994	LARRY DALTON	04/14/2022	400.00		00	OUTSTANDING	
43010	36	DOMINION VIRGINIA POWER	04/14/2022	48,323.99		00	OUTSTANDING	
43011	301	ENGLISH'S LLC	04/14/2022	589.18		00	OUTSTANDING	
43012	118	FERGUSON ENTERPRISES LLC	04/14/2022	554.74		00	OUTSTANDING	
43013	9999999	FREDERICK SCHUBERT III	04/14/2022	56.72		00	OUTSTANDING	
43014	916	GRANITE TELECOMMUNICATIONS	04/14/2022	688.90		00	OUTSTANDING	
43015	9999998	Hall, Teronza	04/14/2022	150.00		00	OUTSTANDING	
43016	9999997	HUGHES, KIMBERLY	04/14/2022	55.16		00	OUTSTANDING	
43017	57	ICMA RETIREMENT TRUST-457 #304	04/14/2022	270.00		00	OUTSTANDING	
43018	1	JEFFREY WILLIAMS	04/14/2022	202.63		00	OUTSTANDING	
43019	1024	LAWRENCE TRAILER & TRUCK EQUIP	04/14/2022	4,623.00		00	OUTSTANDING	
43020	860	MUNICIPAL EMERGENCY SERV DEPOS	04/14/2022	852.76		00	OUTSTANDING	
43021	300	NAPA AUTO PARTS	04/14/2022	978.72		00	OUTSTANDING	
43022	857	RIVERSTREET NETWORKS	04/14/2022	366.41		00	OUTSTANDING	
43023	9999997	RUCKER, JEREMY	04/14/2022	55.26		00	OUTSTANDING	
43024	228	SYDNOR HYDRO INC	04/14/2022	27,903.69		00	OUTSTANDING	
43025	996	TONEY CONSTRUCTION INC	04/14/2022	56,525.00		00	OUTSTANDING	
43026	85	TREASURER OF VA /CHILD SUPPORT	04/14/2022	703.88		00	OUTSTANDING	
43027	92	UNIFIRST CORP	04/14/2022	2,441.20		00	OUTSTANDING	
43028	601	VACORP	04/14/2022	364.74		00	OUTSTANDING	
43029	9999998	WALLER, ANDREA	04/14/2022	150.00		00	OUTSTANDING	
43030	793	XEROX FINANCIAL SERVICES	04/14/2022	415.78		00	OUTSTANDING	
43031	800	MICHAEL ABBOTT	04/22/2022	52.25		00	OUTSTANDING	
43032	9	AFLAC	04/22/2022	2,805.87		00	OUTSTANDING	
43033	84	ALTAVISTA JOURNAL	04/22/2022	2,377.55		00	OUTSTANDING	
43034	91	ANTHEM BLUE CROSS/BLUE SHIELD	04/22/2022	35,771.00		00	OUTSTANDING	
43035	910	BADGER METER INC	04/22/2022	330.00		00	OUTSTANDING	
43036	12	BRENNTAG MID-SOUTH INC	04/22/2022	1,322.49		00	OUTSTANDING	
43037	668	CAMPBELL COUNTY	04/22/2022	946.20		00	OUTSTANDING	
43038	727	CAROTEK INC	04/22/2022	12,369.15		00	OUTSTANDING	
43039	145	CHANDLER CONCRETE CO INC	04/22/2022	1,800.50		00	OUTSTANDING	
43040	9999999	CLARK TIARA NICOLE	04/22/2022	78.30		00	OUTSTANDING	
43041	977	JOSEPH C CONLEY JR PHD	04/22/2022	600.00		00	OUTSTANDING	
43042	32	CONTROL EQUIPMENT CO INC	04/22/2022	437.20		00	OUTSTANDING	
43043	9999999	CREASY DONALD R & GLENDIA Y	04/22/2022	66.08		00	OUTSTANDING	
43044	833	DISCOVERY FORD	04/22/2022	19.90		00	OUTSTANDING	
43045	283	EECO	04/22/2022	523.79		00	OUTSTANDING	
43046	122	FEREBEE-JOHNSON COMPANY INC	04/22/2022	209.10		00	OUTSTANDING	
43047	50	GRETN TIRE INC	04/22/2022	995.00		00	OUTSTANDING	
43048	52	HACH COMPANY	04/22/2022	3,832.00		00	OUTSTANDING	

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
43049	332	HURT & PROFFITT INC	04/22/2022	7,661.43		00	OUTSTANDING	
43050	58	INSTRUMENTATION SERVICES INC	04/22/2022	708.00		00	OUTSTANDING	
43051	947	J & J EQUIPMENT RENTALS INC	04/22/2022	390.95		00	OUTSTANDING	
43052	863	LIBERTY PROCESS EQUIPMENT INC	04/22/2022	11,757.18		00	OUTSTANDING	
43053	1002	LORD & COMPANY	04/22/2022	7,400.00		00	OUTSTANDING	
43054	218	MINNESOTA LIFE	04/22/2022	158.77		00	OUTSTANDING	
43055	295	MUSCO SPORTS LIGHTING LLC	04/22/2022	1,566.00		00	OUTSTANDING	
43056	816	PACE ANAYLTICAL SERVICES LLC	04/22/2022	376.00		00	OUTSTANDING	
43057	655	RALPH M FARMER PAINTING	04/22/2022	7,956.00		00	OUTSTANDING	
43058	665	SELECT AIR MECHANICAL ELECTRIC	04/22/2022	100.00		00	OUTSTANDING	
43059	467	SONNY MERRYMAN INC	04/22/2022	166.16		00	OUTSTANDING	
43060	778	SPRINT	04/22/2022	1,702.09		00	OUTSTANDING	
43061	35	TREASURER OF VA/VITA	04/22/2022	5.86		00	OUTSTANDING	
43062	136	USABLUBOOK	04/22/2022	45.95		00	OUTSTANDING	

BANK: 00 *****

NO. OF CHECKS:	116	CHECKS OUTSTANDING	651,081.42 ***	
OUTSTANDING CHECKS:	116	RECONCILED CHECKS:	VOID CHECKS:	
	651,081.42	.00	.00	.00

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

NO. OF CHECKS:	116	TOTAL CHECKS	651,081.42	***				
OUTSTANDING CHECKS:	116	RECONCILED CHECKS:						
	651,081.42		.00	.00				.00

PREPARED 05/05/2022, 14:02:03
PROGRAM: GM259L

TOWN OF ALTAVISTA
REVENUE REPORT
83% OF YEAR LAPSED

PAGE 1

ACCOUNTING PERIOD 10/2022

TOWN OF ALTAVISTA

FUND 010 GENERAL FUND									
ACCOUNT	ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
300	TAXES								
301	PROPERTY TAXES								
01 00	REAL PROPERTY CURRENT	17,666	852.04	5	176,660	207,654.91	118	212,000	4,345.09
301	** PROPERTY TAXES	17,666	852.04	5	176,660	207,654.91	118	212,000	4,345.09
302	PUBLIC SERVICE								
01 00	REAL & PERSONAL CURRENT	7,612	.00		76,120	87,947.67	116	91,350	3,402.33
302	** PUBLIC SERVICE	7,612	.00		76,120	87,947.67	116	91,350	3,402.33
303	PERSONAL PROPERTY								
01 00	CURRENT	21,166	3,055.32	14	211,660	188,590.46	89	254,000	65,409.54
03 00	PPTRA	8,333	.00		83,330	93,562.41	112	100,000	6,437.59
303	** PERSONAL PROPERTY	29,499	3,055.32	10	294,990	282,152.87	96	354,000	71,847.13
304	MACHINERY & TOOLS								
01 00	CURRENT	165,000	.00		1,650,000	1,986,632.77	120	1,980,000	6,632.77-
304	** MACHINERY & TOOLS	165,000	.00		1,650,000	1,986,632.77	120	1,980,000	6,632.77-
305	MOBILE HOME								
01 00	CURRENT	12	2.66	22	120	107.49	90	150	42.51
305	** MOBILE HOME	12	2.66	22	120	107.49	90	150	42.51
306	PENALTIES & INTEREST								
01 00	PENALTIES	375	530.70	142	3,750	5,946.80	159	4,500	1,446.80-
02 00	INTEREST	291	292.50	101	2,910	3,295.99	113	3,500	204.01
306	** PENALTIES & INTEREST	666	823.20	124	6,660	9,242.79	139	8,000	1,242.79-
307	LOCAL								
01 00	SALES & USE	15,000	16,524.21	110	150,000	149,398.58	100	180,000	30,601.42
02 00	ELECTRIC, GAS & TELEPHONE	9,500	1,051.86	11	95,000	77,673.37	82	114,000	36,326.63
03 00	MOTOR VEHICLE LICENSES	3,833	1,235.22	32	38,330	46,059.30	120	46,000	59.30-
04 00	BANK STOCK	14,166	32,208.00	227	141,660	36,704.00	26	170,000	133,296.00
05 00	HOTEL & MOTEL	6,666	13,294.37	199	66,660	89,956.54	135	80,000	9,956.54-
06 00	MEAL	82,500	107,280.57	130	825,000	861,412.57	104	990,000	128,587.43
08 00	CONTAINER RENTAL FEE	150	.00		1,500	1,550.00	103	1,800	250.00
09 00	COMMUNICATIONS TAX	2,500	2,363.76	95	25,000	19,506.16	78	30,000	10,493.84
10 00	TRANSIT PASSENGER REVENUE	417	553.89	133	4,170	3,855.16	92	5,000	1,144.84
11 00	CIGARETTE TAX	10,833	7,500.00	69	108,330	78,885.00	73	130,000	51,115.00
12 00	MOBILE RESTAURANT PERMIT	12	25.00	208	120	75.00	63	150	75.00
307	** LOCAL	145,577	182,036.88	125	1,455,770	1,365,075.68	94	1,746,950	381,874.32
308	LICENSES, PERMITS & FEES								

PREPARED 05/05/2022, 14:02:03
PROGRAM: GM259L

TOWN OF ALTAVISTA
REVENUE REPORT
83% OF YEAR LAPSED

PAGE 2

ACCOUNTING PERIOD 10/2022

TOWN OF ALTAVISTA

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

01 01	CONTRACTORS	375	597.30	159	3,750	4,267.36	114	4,500	232.64
01 02	RETAIL SALES	4,833	42,014.42	869	48,330	60,246.86	125	58,000	2,246.86-
01 03	FINANCIAL, RE & PROF	350	2,373.89	678	3,500	4,134.12	118	4,200	65.88
01 04	REPAIRS & PERSONAL SVC	833	1,393.93	167	8,330	9,179.65	110	10,000	820.35
01 05	WHOLESALE BUSINESS	37	269.85	729	370	374.45	101	450	75.55
01 06	UTILITIES	225	342.22	152	2,250	894.35	40	2,700	1,805.65
01 07	HOTELS	70	674.28	963	700	674.28	96	850	175.72
01 *	BUSINESS LICENSE FEES	6,723	47,665.89	709	67,230	79,771.07	119	80,700	928.93
02 01	ZONING,SIGN,HOME OCCUPATN	108	209.00	194	1,080	1,290.00	119	1,300	10.00
308 **	LICENSES, PERMITS & FEES	6,831	47,874.89	701	68,310	81,061.07	119	82,000	938.93
300 ***	TAXES	372,863	234,644.99		3,728,630	4,019,875.25		4,474,450	454,574.75
310	FINES & FORFEITURES								
310									
01 00	COURT FINES	500	803.10	161	5,000	7,775.91	156	6,000	1,775.91-
02 00	PARKING FINES	25	.00		250	140.00	56	300	160.00
310 **		525	803.10	153	5,250	7,915.91	151	6,300	1,615.91-
310 ***	FINES & FORFEITURES	525	803.10		5,250	7,915.91		6,300	1,615.91-
320	INVESTMENT EARNINGS								
321	INTEREST								
02 00	INTEREST INCOME	0	1,880.48		0	30,680.39		0	30,680.39-
321 **	INTEREST	0	1,880.48		0	30,680.39		0	30,680.39-
320 ***	INVESTMENT EARNINGS	0	1,880.48		0	30,680.39		0	30,680.39-
330	CHARGES FOR SERVICES								
331	RENTS								
01 00	RENTAL OF GENERAL PROP	83	200.00	241	830	866.00	104	1,000	134.00
01 01	PAVILION RENTALS	208	425.00	204	2,080	1,700.00	82	2,500	800.00
01 02	BOOKER BUILDING RENTALS	275	550.00	200	2,750	4,420.00	161	3,300	1,120.00-
01 03	SPARK INNOVATION CENTER	1,500	.00		15,000	.00		18,000	18,000.00
01 *	RENTAL OF GENERAL PROP	2,066	1,175.00	57	20,660	6,986.00	34	24,800	17,814.00
02 00	RENTAL OF REAL PROP	6,666	35,350.70	530	66,660	87,264.91	131	80,000	7,264.91-
331 **	RENTS	8,732	36,525.70	418	87,320	94,250.91	108	104,800	10,549.09
336	LOANS								
336 **	LOANS	0	.00		0	.00		0	.00

PREPARED 05/05/2022, 14:02:03
PROGRAM: GM259L

TOWN OF ALTAVISTA
REVENUE REPORT
83% OF YEAR LAPSED

PAGE 3

ACCOUNTING PERIOD 10/2022

TOWN OF ALTAVISTA

FUND 010 GENERAL FUND		*****	CURRENT	*****	*****	YEAR-TO-DATE	*****	ANNUAL	UNREALIZED
ACCOUNT	ACCOUNT DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
337	CODE ENFORCEMENT								
01 00	CODE ENFORCEMENT	42	.00		420	.00		500	500.00
337	** CODE ENFORCEMENT	42	.00		420	.00		500	500.00
330	*** CHARGES FOR SERVICES	8,774	36,525.70		87,740	94,250.91		105,300	11,049.09
340	INTERGOVERNMENTAL REVENUE								
341	STATE								
03 00	RAILROAD ROLLING STOCK	1,333	.00		13,330	15,712.02	118	16,000	287.98
04 00	DCJS GRANT	6,666	.00		66,660	66,858.00	100	80,000	13,142.00
06 00	RENTAL TAX	83	107.71	130	830	823.23	99	1,000	176.77
08 00	MISCELLANEOUS STATE GRANT	1,250	.00		12,500	15,000.00	120	15,000	.00
09 00	POLICE GRANT	0	18,480.00		0	18,480.00		0	18,480.00-
11 00	VDOT CONTRACTUAL SERVICES	250	.00		2,500	41,050.00	1642	3,000	38,050.00-
12 00	VDOT PD GRANT - OVERTIME	416	.00		4,160	5,005.00	120	5,000	5.00-
13 00	STATE TRANSIT REVENUE	1,545	6,251.00	405	15,450	37,033.00	240	18,540	18,493.00-
16 00	SKILL GAMES TAX	0	.00		0	1,152.00		0	1,152.00-
17 *	BROWNFIELD ASSESSMNT GRNT	0	.00		0	.00		0	.00
341	** STATE	11,543	24,838.71	215	115,430	201,113.25	174	138,540	62,573.25-
342	COUNTY								
02 00	LITTER GRANT	141	.00		1,410	2,537.00	180	1,700	837.00-
03 00	FIRE DEPT FUEL REIMB	833	1,511.10	181	8,330	9,472.42	114	10,000	527.58
342	** COUNTY	974	1,511.10	155	9,740	12,009.42	123	11,700	309.42-
343	FEDERAL								
04 00	FEDERAL TRANSIT REVENUE	6,818	8,027.00	118	68,180	28,238.00	41	81,820	53,582.00
343	** FEDERAL	6,818	8,027.00	118	68,180	28,238.00	41	81,820	53,582.00
340	*** INTERGOVERNMENTAL REVENUE	19,335	34,376.81		193,350	241,360.67		232,060	9,300.67-
350	OTHER REVENUE								
351	MISCELLANEOUS								
01 00	SALES OF SUPPLIES & MAT	625	20.00	3	6,250	2,838.20	45	7,500	4,661.80
01 *	SALES OF SUPPLIES & MAT	625	20.00	3	6,250	2,838.20	45	7,500	4,661.80
03 00	CASH DISCOUNTS	8	.91	11	80	.91	1	100	99.09
04 00	MISCELLANEOUS	1,166	28,439.09	2439	11,660	60,962.90	523	14,000	46,962.90-
04 02	HURT / LIGHTS	25	.00		250	183.92	74	300	116.08
04 03	HURT / SOLID WASTE COLL	2,997	2,766.40	92	29,970	32,505.20	109	35,960	3,454.80
04 04	ESTATE OF ROBERTA F JENKS	683	.00		6,830	7,134.45	105	8,200	1,065.55
04 *	MISCELLANEOUS	4,871	31,205.49	641	48,710	100,786.47	207	58,460	42,326.47-

PREPARED 05/05/2022, 14:02:03
PROGRAM: GM259L

TOWN OF ALTAVISTA
REVENUE REPORT
83% OF YEAR LAPSED

PAGE 4

ACCOUNTING PERIOD 10/2022

TOWN OF ALTAVISTA

FUND 010 GENERAL FUND		*****	CURRENT	*****	*****	YEAR-TO-DATE	*****	ANNUAL	UNREALIZED
ACCOUNT	ACCOUNT DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
05 00	AVOCA REIMBURSEMENT	0	181.00		0	6,687.50		0	6,687.50-
08 00	REIMB OF INSURANCE CLAIM	0	5,919.84		0	12,287.97		0	12,287.97-
09 00	STATE FORFEITURE FUND	0	5,580.00		0	5,580.00		0	5,580.00-
351 **	MISCELLANEOUS	5,504	42,907.24	780	55,040	128,181.05	233	66,060	62,121.05-
350 ***	OTHER REVENUE	5,504	42,907.24		55,040	128,181.05		66,060	62,121.05-
360	OTHER FINANCING SOURCES								
361	TRANSFER IN								
01 00	FROM RESERVES	98,593	.00		985,930	.00		1,183,120	1,183,120.00
01 01	RESERVE MAIN. FUNDS	4,833	.00		48,330	.00		58,000	58,000.00
01 *	FROM RESERVES	103,426	.00		1,034,260	.00		1,241,120	1,241,120.00
03 01	DESIGNATED	17,951	.00		179,510	.00		215,420	215,420.00
361 **	TRANSFER IN	121,377	.00		1,213,770	.00		1,456,540	1,456,540.00
362	PROCEEDS FROM LTD								
362 **	PROCEEDS FROM LTD	0	.00		0	.00		0	.00
360 ***	OTHER FINANCING SOURCES	121,377	.00		1,213,770	.00		1,456,540	1,456,540.00
FUND TOTAL GENERAL FUND		528,378	351,138.32		5,283,780	4,522,264.18		6,340,710	1,818,445.82

PREPARED 05/05/2022, 14:02:03
PROGRAM: GM259L

TOWN OF ALTAVISTA
REVENUE REPORT
83% OF YEAR LAPSED

PAGE 5

ACCOUNTING PERIOD 10/2022

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	320.63		0	1,046.89		0	1,046.89-
321	** INTEREST	0	320.63		0	1,046.89		0	1,046.89-
320	*** INVESTMENT EARNINGS	0	320.63		0	1,046.89		0	1,046.89-
340	INTERGOVERNMENTAL REVENUE								
341	STATE								
07 00	STREET & HIGHWAY MAINT	60,833	.00		608,330	576,101.46	95	730,000	153,898.54
07 01	CARRYOVER OF FUNDS	25,980	.00		259,800	.00		311,770	311,770.00
07 *	STREET & HIGHWAY MAINT	86,813	.00		868,130	576,101.46	66	1,041,770	465,668.54
341	** STATE	86,813	.00		868,130	576,101.46	66	1,041,770	465,668.54
340	*** INTERGOVERNMENTAL REVENUE	86,813	.00		868,130	576,101.46		1,041,770	465,668.54
350	OTHER REVENUE								
351	MISCELLANEOUS								
03 00	CASH DISCOUNTS	0	.91		0	.91		0	.91-
351	** MISCELLANEOUS	0	.91		0	.91		0	.91-
350	*** OTHER REVENUE	0	.91		0	.91		0	.91-
360	OTHER FINANCING SOURCES								
361	TRANSFER IN								
361	** TRANSFER IN	0	.00		0	.00		0	.00
360	*** OTHER FINANCING SOURCES	0	.00		0	.00		0	.00
FUND TOTAL STATE HIGHWAY REIMB FUND		86,813	321.54		868,130	577,149.26		1,041,770	464,620.74

PREPARED 05/05/2022, 14:02:03
PROGRAM: GM259L

TOWN OF ALTAVISTA
REVENUE REPORT
83% OF YEAR LAPSED

PAGE 6

ACCOUNTING PERIOD 10/2022

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						
321	** INTEREST	0	.00	0	.00	0	.00
320	*** INVESTMENT EARNINGS	0	.00	0	.00	0	.00
350	OTHER REVENUE						
351	MISCELLANEOUS						
351	** MISCELLANEOUS	0	.00	0	.00	0	.00
350	*** OTHER REVENUE	0	.00	0	.00	0	.00
360	OTHER FINANCING SOURCES						
361	TRANSFER IN						
361	** TRANSFER IN	0	.00	0	.00	0	.00
360	*** OTHER FINANCING SOURCES	0	.00	0	.00	0	.00
FUND TOTAL LIBRARY FUND		0	.00	0	.00	0	.00

PREPARED 05/05/2022, 14:02:03
PROGRAM: GM259L

TOWN OF ALTAVISTA
REVENUE REPORT
83% OF YEAR LAPSED

PAGE 7

ACCOUNTING PERIOD 10/2022

TOWN OF ALTAVISTA

FUND 050 WATER & SEWER 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	2,703.44		0	5,152.76		0	5,152.76-
321	** INTEREST	0	2,703.44		0	5,152.76		0	5,152.76-
320	*** INVESTMENT EARNINGS	0	2,703.44		0	5,152.76		0	5,152.76-
330	CHARGES FOR SERVICES								
332	WATER CHARGES								
01 00	INDUSTRIAL	116,250	127,340.36	110	1,162,500	1,091,376.68	94	1,395,000	303,623.32
02 00	BUSINESS & RESIDENTIAL	25,500	7,190.92	28	255,000	223,431.32	88	306,000	82,568.68
03 00	OUTSIDE COMMUNITY	15,416	10,811.92	70	154,160	131,775.50	86	185,000	53,224.50
04 00	WATER CONNECTION FEES	125	.00		1,250	.00		1,500	1,500.00
05 00	BULK WATER PURCHASE	833	248.00	30	8,330	2,709.00	33	10,000	7,291.00
332	** WATER CHARGES	158,124	145,591.20	92	1,581,240	1,449,292.50	92	1,897,500	448,207.50
333	SEWER CHARGES								
01 00	INDUSTRIAL	141,666	149,804.40	106	1,416,660	1,254,050.70	89	1,700,000	445,949.30
02 00	BUSINESS & RESIDENTIAL	21,666	7,320.30	34	216,660	187,882.30	87	260,000	72,117.70
03 00	OUTSIDE COMMUNITY	133	549.82	413	1,330	1,661.43	125	1,600	61.43-
04 00	SEWER CONNECTION FEES	166	.00		1,660	4,600.00	277	2,000	2,600.00-
05 00	SEWER SURCHARGES	4,166	26,481.95	636	41,660	131,812.69	316	50,000	81,812.69-
333	** SEWER CHARGES	167,797	184,156.47	110	1,677,970	1,580,007.12	94	2,013,600	433,592.88
334	WATER & SEWER								
00 00	WATER & SEWER	558	1,906.79	342	5,580	6,232.71	112	6,700	467.29
01 01	MONTHLY	4,166	4,260.75	102	41,660	38,834.25	93	50,000	11,165.75
01 02	QUARTERLY	11,666	29.25		116,660	108,621.50	93	140,000	31,378.50
01 *	BASE RATE FEE	15,832	4,290.00	27	158,320	147,455.75	93	190,000	42,544.25
334	** WATER & SEWER	16,390	6,196.79	38	163,900	153,688.46	94	196,700	43,011.54
330	*** CHARGES FOR SERVICES	342,311	335,944.46		3,423,110	3,182,988.08		4,107,800	924,811.92
340	INTERGOVERNMENTAL REVENUE								
341	STATE								
19 00	VRA	0	.00		0	462,407.00		0	462,407.00-
341	** STATE	0	.00		0	462,407.00		0	462,407.00-
343	FEDERAL								
343	** FEDERAL	0	.00		0	.00		0	.00
340	*** INTERGOVERNMENTAL REVENUE	0	.00		0	462,407.00		0	462,407.00-

PREPARED 05/05/2022, 14:02:03
PROGRAM: GM259L

TOWN OF ALTAVISTA
REVENUE REPORT
83% OF YEAR LAPSED

PAGE 8

ACCOUNTING PERIOD 10/2022

TOWN OF ALTAVISTA

FUND 050 WATER & SEWER FUND		***** CURRENT *****			***** YEAR-TO-DATE *****			ANNUAL	UNREALIZED
ACCOUNT	ACCOUNT DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
350	OTHER REVENUE								
351	MISCELLANEOUS								
03 00	CASH DISCOUNTS	0	1.82		0	9.24		0	9.24-
04 00	MISCELLANEOUS	2,083	1,150.00	55	20,830	24,490.15	118	25,000	509.85
04 05	ABBOTT WTR LINE PROJECT	0	.00		0	41,660.00		0	41,660.00-
04 *	MISCELLANEOUS	2,083	1,150.00	55	20,830	66,150.15	318	25,000	41,150.15-
351	** MISCELLANEOUS	2,083	1,151.82	55	20,830	66,159.39	318	25,000	41,159.39-
350	*** OTHER REVENUE	2,083	1,151.82		20,830	66,159.39		25,000	41,159.39-
360	OTHER FINANCING SOURCES								
361	TRANSFER IN								
01 00	FROM RESERVES	2,795	.00		27,950	.00		33,550	33,550.00
03 00	FROM GENERAL FUND	0	.00		0	2,000,000.00		0	2,000,000.00-
11 00	BOND PROCEEDS	392,854	.00		3,928,540	.00		4,714,250	4,714,250.00
361	** TRANSFER IN	395,649	.00		3,956,490	2,000,000.00	51	4,747,800	2,747,800.00
362	PROCEEDS FROM LTD								
362	** PROCEEDS FROM LTD	0	.00		0	.00		0	.00
360	*** OTHER FINANCING SOURCES	395,649	.00		3,956,490	2,000,000.00		4,747,800	2,747,800.00
FUND TOTAL WATER & SEWER FUND		740,043	339,799.72		7,400,430	5,716,707.23		8,880,600	3,163,892.77

PREPARED 05/05/2022, 14:02:03
PROGRAM: GM259L

TOWN OF ALTAVISTA
REVENUE REPORT
83% OF YEAR LAPSED

PAGE 9

ACCOUNTING PERIOD 10/2022

TOWN OF ALTAVISTA

FUND 060 AGENCY / DONATION 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	.01		0	.10		0	.10-
321	** INTEREST	0	.01		0	.10		0	.10-
320	*** INVESTMENT EARNINGS	0	.01		0	.10		0	.10-
350	OTHER REVENUE								
351	MISCELLANEOUS								
351	** MISCELLANEOUS	0	.00		0	.00		0	.00
350	*** OTHER REVENUE	0	.00		0	.00		0	.00
360	OTHER FINANCING SOURCES								
361	TRANSFER IN								
361	** TRANSFER IN	0	.00		0	.00		0	.00
360	*** OTHER FINANCING SOURCES	0	.00		0	.00		0	.00
FUND TOTAL AGENCY / DONATION FUND		0	.01		0	.10		0	.10-

PREPARED 05/05/2022, 14:02:03
PROGRAM: GM259L

TOWN OF ALTAVISTA
REVENUE REPORT
83% OF YEAR LAPSED

PAGE 10

ACCOUNTING PERIOD 10/2022

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								
03 00	INTEREST INCOME CDBG	0	5.61		0	5.61		0	5.61-
321	** INTEREST	0	5.61		0	5.61		0	5.61-
320	*** INVESTMENT EARNINGS	0	5.61		0	5.61		0	5.61-
330	CHARGES FOR SERVICES								
335	RECREATION								
335	** RECREATION	0	.00		0	.00		0	.00
336	LOANS								
336	** LOANS	0	.00		0	.00		0	.00
330	*** CHARGES FOR SERVICES	0	.00		0	.00		0	.00
340	INTERGOVERNMENTAL REVENUE								
341	STATE								
341	** STATE	0	.00		0	.00		0	.00
343	FEDERAL								
08 00	USDA GRANT REVENUE	0	50,525.00		0	110,575.00		0	110,575.00-
343	** FEDERAL	0	50,525.00		0	110,575.00		0	110,575.00-
340	*** INTERGOVERNMENTAL REVENUE	0	50,525.00		0	110,575.00		0	110,575.00-
350	OTHER REVENUE								
351	MISCELLANEOUS								
351	** MISCELLANEOUS	0	.00		0	.00		0	.00
350	*** OTHER REVENUE	0	.00		0	.00		0	.00
360	OTHER FINANCING SOURCES								
361	TRANSFER IN								
361	** TRANSFER IN	0	.00		0	.00		0	.00
360	*** OTHER FINANCING SOURCES	0	.00		0	.00		0	.00
FUND TOTAL	COMMUNITY IMPROV FUND	0	50,530.61		0	110,580.61		0	110,580.61-

PREPARED 05/05/2022, 14:02:03
PROGRAM: GM259L

TOWN OF ALTAVISTA
REVENUE REPORT
83% OF YEAR LAPSED

PAGE 11

ACCOUNTING PERIOD 10/2022

TOWN OF ALTAVISTA

FUND 090 CEMETERY FUND		*****	CURRENT	*****	*****	YEAR-TO-DATE	*****	ANNUAL	UNREALIZED
ACCOUNT	ACCOUNT DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
300	TAXES								
308	LICENSES, PERMITS & FEES								
02 02	BURIAL	1,437	2,425.00	169	14,370	11,375.00	79	17,250	5,875.00
308	** LICENSES, PERMITS & FEES	1,437	2,425.00	169	14,370	11,375.00	79	17,250	5,875.00
300	*** TAXES	1,437	2,425.00		14,370	11,375.00		17,250	5,875.00
320	INVESTMENT EARNINGS								
321	INTEREST								
02 00	INTEREST INCOME	0	374.76		0	10,497.43		0	10,497.43-
321	** INTEREST	0	374.76		0	10,497.43		0	10,497.43-
320	*** INVESTMENT EARNINGS	0	374.76		0	10,497.43		0	10,497.43-
350	OTHER REVENUE								
351	MISCELLANEOUS								
02 00	SALE OF REAL ESTATE	375	650.00	173	3,750	10,900.00	291	4,500	6,400.00-
351	** MISCELLANEOUS	375	650.00	173	3,750	10,900.00	291	4,500	6,400.00-
350	*** OTHER REVENUE	375	650.00		3,750	10,900.00		4,500	6,400.00-
360	OTHER FINANCING SOURCES								
361	TRANSFER IN								
03 00	FROM GENERAL FUND	4,700	.00		47,000	25,000.00	53	56,400	31,400.00
361	** TRANSFER IN	4,700	.00		47,000	25,000.00	53	56,400	31,400.00
360	*** OTHER FINANCING SOURCES	4,700	.00		47,000	25,000.00		56,400	31,400.00
FUND TOTAL CEMETERY FUND		6,512	3,449.76		65,120	57,772.43		78,150	20,377.57
GRAND TOTAL		1,361,746	745,239.96		13,617,460	10,984,473.81		16,341,230	5,356,756.19

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 2
 ACCOUNTING PERIOD 10/2022

FUND 010 GENERAL FUND			DEPT/DIV 1001 COUNCIL/COUNCIL			*****CURRENT*****			*****YEAR-TO-DATE*****			ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
BA	ELE	OBJ	ACCOUNT	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	21660	21666.90	100	.00	26000	4333.10	83	
	10	**		SALARIES AND WAGES	2166	2166.69	100	21660	21666.90	100	.00	26000	4333.10	83	
	20			BENEFITS											
	20	02		FICA	166	165.73	100	1660	1657.30	100	.00	2000	342.70	83	
	20	**		BENEFITS	166	165.73	100	1660	1657.30	100	.00	2000	342.70	83	
	30			CONTRACTUAL SERVICES											
	30	14		MISC & PROFESSIONAL SVCS	133	.00	0	1330	30650.00	2305	.00	1600	29050.00-1916		
	30	26		IT NETWRK/WEBSITE SUPPORT	283	.00	0	2830	3399.00	120	.00	3400	1.00	100	
	30	**		CONTRACTUAL SERVICES	416	.00	0	4160	34049.00	819	.00	5000	29049.00- 681		
	50			OTHER CHARGES											
	50	08		TELECOMMUNICATIONS	208	199.43	96	2080	1794.87	86	.00	2500	705.13	72	
	50	16		PUBLIC OFFICIAL LIAB INSU	75	.00	0	750	900.00	120	.00	900	.00	100	
	50	26		CONVENTIONS & EDUCATIONS	125	.00	0	1250	.00	0	.00	1500	1500.00	0	
	50	32		MISCELLANEOUS	125	.00	0	1250	156.86	13	.00	1500	1343.14	11	
	50	99		FEMA	0	.00	0	0	4740.00	0	.00	0	4740.00-	0	
	50	**		OTHER CHARGES	533	199.43	37	5330	7591.73	142	.00	6400	1191.73-	119	
	81			CAPITAL OUTLAY - REPLACE											
	81	04		EDP EQUIP REPLACEMENT	833	.00	0	8330	10415.00	125	.00	10000	415.00-	104	
	81	**		CAPITAL OUTLAY - REPLACE	833	.00	0	8330	10415.00	125	.00	10000	415.00-	104	
400	**	**		COUNCIL / PLANNING COMM	4114	2531.85	62	41140	75379.93	183	.00	49400	25979.93-	153	
40	**	**		ADMINISTRATION	4114	2531.85	62	41140	75379.93	183	.00	49400	25979.93-	153	
DIV	1001			TOTAL *****											
				COUNCIL	4114	2531.85	62	41140	75379.93	183	.00	49400	25979.93-	153	
DEPT	10			TOTAL *****											
				COUNCIL	4114	2531.85	62	41140	75379.93	183	.00	49400	25979.93-	153	

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 3
 ACCOUNTING PERIOD 10/2022

FUND 010 GENERAL FUND			DEPT/DIV 1101 GENERAL GOVERNMENT/ADMINISTRATION									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT

40		ADMINISTRATION										
401		ADMINISTRATION										
	10	SALARIES AND WAGES										
	10 02	REGULAR	28575	43310.42	152	285750	230253.03	81	.00	342900	112646.97	67
	10 04	OVERTIME	150	281.98	188	1500	1073.28	72	.00	1800	726.72	60
	10 10	PERSONAL EMPLOYEE VEH	0	692.31	. 0	0	1730.78	0	.00	0	1730.78-	0
	10 **	SALARIES AND WAGES	28725	44284.71	154	287250	233057.09	81	.00	344700	111642.91	68
	20	BENEFITS										
	20 02	FICA	2200	3159.09	144	22000	16686.03	76	.00	26400	9713.97	63
	20 04	VA RETIREMENT SYSTEM	2800	2621.00	94	28000	15370.60	55	.00	33610	18239.40	46
	20 06	GROUP MEDICAL INSURANCE	3716	5068.56	136	37160	33882.00	91	.00	44600	10718.00	76
	20 08	GROUP LIFE INSURANCE	383	483.66	126	3830	3071.66	80	.00	4600	1528.34	67
	20 10	WORKER'S COMP	4583	600.29	13	45830	51013.58	111	.00	55000	3986.42	93
	20 12	EMPLOYEE EDUCATION ASSIST	83	.00	0	830	.00	0	.00	1000	1000.00	0
	20 14	EMPLOYEE ASSIST PROGRAM	142	.00	0	1420	1545.00	109	.00	1710	165.00	90
	20 16	OTHER EMPLOYEE BENEFITS	2870	364.74	13	28700	10115.45	35	.00	34450	24334.55	29
	20 18	VRS HYBRID EMPLOYER CONTR	0	667.41	0	0	5851.31	0	.00	0	5851.31-	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	198.87	0	0	1191.95	0	.00	0	1191.95-	0
	20 **	BENEFITS	16777	13163.62	79	167770	138727.58	83	.00	201370	62642.42	69
	30	CONTRACTUAL SERVICES										
	30 02	PROFESSIONAL SVCS - COBRA	150	129.49	86	1500	1142.76	76	.00	1800	657.24	64
	30 04	LEGAL SERVICES	2208	.00	0	22080	19188.97	87	.00	26500	7311.03	72
	30 06	ADVERTISING	1666	2377.55	143	16660	13693.82	82	.00	20000	6306.18	69
	30 08	MAINTENANCE SVC CONTRACTS	7858	1039.42	13	78580	88516.10	113	.00	94300	5783.90	94
	30 10	INDEPENDENT AUDITOR	1583	.00	0	15830	18990.00	120	.00	19000	10.00	100
	30 12	ENGIN & ARCHITECTURAL SVC	416	.00	0	4160	.00	0	.00	5000	5000.00	0
	30 14	MISC & PROFESSIONAL SVCS	2083	6829.60	328	20830	66910.80	321	.00	25000	41910.80-	268
	30 17	RANDOM DRUG SCREENING	116	96.00	83	1160	358.00	31	.00	1400	1042.00	26
	30 26	IT NETWRK/WEBSITE SUPPORT	4445	3918.26	88	44450	60550.70	136	.00	53350	7200.70-	114
	30 **	CONTRACTUAL SERVICES	20525	14390.32	70	205250	269351.15	131	.00	246350	23001.15-	109
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	1250	906.91	73	12500	9674.33	77	.00	15000	5325.67	65
	50 04	HEATING SERVICES	250	286.79	115	2500	2418.77	97	.00	3000	581.23	81
	50 06	POSTAL SERVICES	933	.00	0	9330	9741.62	104	.00	11200	1458.38	87
	50 08	TELECOMMUNICATIONS	516	1531.40	297	5160	7149.47	139	.00	6200	949.47-	115
	50 10	PROPERTY INSURANCE	708	.00	0	7080	9306.00	131	.00	8500	806.00-	110
	50 12	MOTOR VEHICLE INSURANCE	45	.00	0	450	550.00	122	.00	550	.00	100
	50 14	SURETY BONDS	25	.00	0	250	225.00	90	.00	300	75.00	75
	50 18	GENERAL LIABILITY INSUR	344	.00	0	3440	2048.00	60	.00	4130	2082.00	50
	50 26	CONVENTIONS & EDUCATIONS	333	.00	0	3330	.00	0	.00	4000	4000.00	0
	50 28	DUES & ASSOC MEMBERSHIPS	950	.00	0	9500	9443.00	99	.00	11400	1957.00	83
	50 30	REFUNDS	41	.00	0	410	.00	0	.00	500	500.00	0
	50 32	MISCELLANEOUS	854	343.30	40	8540	8709.59	102	740.13	10250	800.28	92
	50 34	MISCELLANEOUS REIMB	16	.00	0	160	.00	0	.00	200	200.00	0
	50 **	OTHER CHARGES	6265	3068.40	49	62650	59265.78	95	740.13	75230	15224.09	80

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 4
 ACCOUNTING PERIOD 10/2022

FUND 010 GENERAL FUND			DEPT/DIV 1101 GENERAL GOVERNMENT/ADMINISTRATION									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
40		ADMINISTRATION										
401		ADMINISTRATION										
60		MATERIALS & SUPPLIES										
60	02	OFFICE SUPPLIES	1991	519.59	26	19910	13073.63	66	.00	23900	10826.37	55
60	04	REPAIRS & MAINTENANCE	1775	635.85	36	17750	18978.03	107	.00	21300	2321.97	89
60	06	FUELS & LUBRICANTS	108	42.97	40	1080	407.80	38	.00	1300	892.20	31
60	12	BOOKS & SUBSCRIPTIONS	8	.00	0	80	56.00	70	.00	100	44.00	56
60	**	MATERIALS & SUPPLIES	3882	1198.41	31	38820	32515.46	84	.00	46600	14084.54	70
81		CAPITAL OUTLAY - REPLACE										
81	18	BUILDING	583	.00	0	5830	3260.00	56	960.00	7000	2780.00	60
81	**	CAPITAL OUTLAY - REPLACE	583	.00	0	5830	3260.00	56	960.00	7000	2780.00	60
401	**	ADMINISTRATION	76757	76105.46	99	767570	736177.06	96	1700.13	921250	183372.81	80
40	**	ADMINISTRATION	76757	76105.46	99	767570	736177.06	96	1700.13	921250	183372.81	80
DIV	1101	TOTAL ***** ADMINISTRATION	76757	76105.46	99	767570	736177.06	96	1700.13	921250	183372.81	80
DEPT	11	TOTAL ***** GENERAL GOVERNMENT	76757	76105.46	99	767570	736177.06	96	1700.13	921250	183372.81	80

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 5
 ACCOUNTING PERIOD 10/2022

FUND 010 GENERAL FUND			DEPT/DIV 3101 PUBLIC SAFETY/POLICE DEPARTMENT									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
<hr/>												
50		PUBLIC SAFETY										
501		POLICE DEPARTMENT										
	10	SALARIES AND WAGES										
	10 02	REGULAR	57800	73136.59	127	578000	545007.44	94	.00	693600	148592.56	79
	10 04	OVERTIME	1750	1635.17	93	17500	17062.05	98	.00	21000	3937.95	81
	10 06	DMV GRANT OVERTIME	416	945.00	227	4160	3745.00	90	.00	5000	1255.00	75
	10 08	PD RESIDENCY STIPEND	1375	791.70	58	13750	8050.34	59	.00	16500	8449.66	49
	10 **	SALARIES AND WAGES	61341	76508.46	125	613410	573864.83	94	.00	736100	162235.17	78
	20	BENEFITS										
	20 02	FICA	4660	5641.23	121	46600	41716.17	90	.00	55930	14213.83	75
	20 04	VA RETIREMENT SYSTEM	5666	4994.44	88	56660	52090.59	92	.00	68000	15909.41	77
	20 06	GROUP MEDICAL INSURANCE	6250	6489.20	104	62500	78137.80	125	.00	75000	3137.80	104
	20 08	GROUP LIFE INSURANCE	775	682.92	88	7750	7115.70	92	.00	9300	2184.30	77
	20 16	OTHER EMPLOYEE BENEFITS	900	.00	0	9000	10275.00	114	.00	10800	525.00	95
	20 **	BENEFITS	18251	17807.79	98	182510	189335.26	104	.00	219030	29694.74	86
	30	CONTRACTUAL SERVICES										
	30 06	ADVERTISING	125	.00	0	1250	1130.00	90	.00	1500	370.00	75
	30 08	MAINTENANCE SVC CONTRACTS	1020	232.66	23	10200	39286.60	385	.00	12240	27046.60	321
	30 16	PHYSICALS	181	600.00	332	1810	1950.00	108	.00	2180	230.00	89
	30 18	R & M ELECTRONICS	16	.00	0	160	.00	0	.00	200	200.00	0
	30 26	IT NETWRK/WEBSITE SUPPORT	2635	1542.50	59	26350	18665.11	71	.00	31630	12964.89	59
	30 **	CONTRACTUAL SERVICES	3977	2375.16	60	39770	61031.71	154	.00	47750	13281.71	128
	50	OTHER CHARGES										
	50 08	TELECOMMUNICATIONS	1433	1171.59	82	14330	13293.97	93	.00	17200	3906.03	77
	50 10	PROPERTY INSURANCE	158	.00	0	1580	1900.00	120	.00	1900	.00	100
	50 12	MOTOR VEHICLE INSURANCE	404	.00	0	4040	4850.00	120	.00	4850	.00	100
	50 18	GENERAL LIABILITY INSUR	354	.00	0	3540	4250.00	120	.00	4250	.00	100
	50 24	SUBSISTANCE & LODGING	675	1058.19	157	6750	1560.28	23	.00	8100	6539.72	19
	50 26	CONVENTIONS & EDUCATIONS	833	.00	0	8330	9723.00	117	.00	10000	277.00	97
	50 28	DUES & ASSOC MEMBERSHIPS	583	.00	0	5830	6842.00	117	.00	7000	158.00	98
	50 29	ACCREDITATION PROGRAM	325	.00	0	3250	.00	0	.00	3900	3900.00	0
	50 32	MISCELLANEOUS	83	.00	0	830	411.85	50	.00	1000	588.15	41
	50 37	COMMUNITY ENGAGEMENT	100	.00	0	1000	636.96	64	.00	1200	563.04	53
	50 78	STATE FORFEITURE FUND EXP	0	.00	0	0	8060.00	0	.00	0	8060.00	0
	50 **	OTHER CHARGES	4948	2229.78	45	49480	51528.06	104	.00	59400	7871.94	87
	52	GRANT EXPENSES										
	52 04	BYRNE JUSTICE GRANT	0	.00	0	0	15499.00	0	.00	0	15499.00	0
	52 **	GRANT EXPENSES	0	.00	0	0	15499.00	0	.00	0	15499.00	0
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	983	713.28	73	9830	4834.52	49	.00	11800	6965.48	41
	60 04	REPAIRS & MAINTENANCE	125	.00	0	1250	291.47	23	.00	1500	1208.53	19
	60 06	FUELS & LUBRICANTS	2000	2876.38	144	20000	22801.65	114	.00	24000	1198.35	95
	60 08	VEHICLE & EQUIP R&M	1000	1368.28	137	10000	10832.27	108	.00	12000	1167.73	90
	60 10	UNIFORMS	1083	1476.76	136	10830	4904.37	45	2866.50	13000	5229.13	60
	60 16	DRUG INVESTIGATING	500	.00	0	5000	250.00	5	.00	6000	5750.00	4

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 6
 ACCOUNTING PERIOD 10/2022

FUND 010 GENERAL FUND			DEPT/DIV 3101 PUBLIC SAFETY/POLICE DEPARTMENT									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
50		PUBLIC SAFETY										
501		POLICE DEPARTMENT										
60	25	SMALL EQUIPMENT	125	.00	0	1250	620.99	50	.00	1500	879.01	41
60	48	AMMUNITION & BATTERIES	833	.00	0	8330	9609.02	115	1399.93	10000	1008.95-	110
60	**	MATERIALS & SUPPLIES	6649	6434.70	97	66490	54144.29	81	4266.43	79800	21389.28	73
81		CAPITAL OUTLAY - REPLACE										
81	02	VEHICLE REPLACEMENT	3916	.00	0	39160	42609.26	109	.00	47000	4390.74	91
81	06	MACHINERY & EQUIPMENT	585	.00	0	5850	7019.80	120	.00	7020	.20	100
81	**	CAPITAL OUTLAY - REPLACE	4501	.00	0	45010	49629.06	110	.00	54020	4390.94	92
501	**	POLICE DEPARTMENT	99667	105355.89	106	996670	995032.21	100	4266.43	1196100	196801.36	84
50	**	PUBLIC SAFETY	99667	105355.89	106	996670	995032.21	100	4266.43	1196100	196801.36	84
DIV	3101	TOTAL *****										
		POLICE DEPARTMENT	99667	105355.89	106	996670	995032.21	100	4266.43	1196100	196801.36	84
DEPT	31	TOTAL *****										
		PUBLIC SAFETY	99667	105355.89	106	996670	995032.21	100	4266.43	1196100	196801.36	84

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 7
 ACCOUNTING PERIOD 10/2022

FUND 010 GENERAL FUND			DEPT/DIV 4101 PUBLIC WORKS/MAIN OF STREETS & HWYS			*****YEAR-TO-DATE*****			ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****					
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.		
60											
601		OPERATIONS & MAINTENANCE									
10		SALARIES AND WAGES									
10 02		REGULAR	44274	53238.41	120	442740	341238.47	77	.00	531290	190051.53
10 04		OVERTIME	833	2264.28	272	8330	13697.56	164	.00	10000	3697.56-
10 **		SALARIES AND WAGES	45107	55502.69	123	451070	354936.03	79	.00	541290	186353.97
20		BENEFITS									
20 02		FICA	3350	4397.63	131	33500	20414.57	61	.00	40200	19785.43
20 04		VA RETIREMENT SYSTEM	4210	1482.02	35	42100	5836.62	14	.00	50520	44683.38
20 06		GROUP MEDICAL INSURANCE	8156	3848.30	47	81560	20940.34	26	.00	97880	76939.66
20 08		GROUP LIFE INSURANCE	575	556.44	97	5750	3443.39	60	.00	6910	3466.61
20 18		VRS HYBRID EMPLOYER CONTR	0	2193.68	0	0	16085.83	0	.00	0	16085.83-
20 20		ICMA HYBRID EMPLOYER CONT	0	393.78	0	0	3259.95	0	.00	0	3259.95-
20 **		BENEFITS	16291	12871.85	79	162910	69980.70	43	.00	195510	125529.30
30		CONTRACTUAL SERVICES									
30 08		MAINTENANCE SVC CONTRACTS	416	77.75	19	4160	4691.97	113	.00	5000	308.03
30 12		ENGIN & ARCHITECTURAL SVC	416	.00	0	4160	.00	0	.00	5000	5000.00
30 16		PHYSICALS	58	.00	0	580	606.00	105	.00	700	94.00
30 18		R & M ELECTRONICS	83	.00	0	830	.00	0	.00	1000	1000.00
30 36		MOWING CONTRACT	1083	400.00	37	10830	9460.00	87	.00	13000	3540.00
30 38		TUB GRINDING BRUSH	666	.00	0	6660	.00	0	.00	8000	8000.00
30 40		RECURRING LEASE AGREEMENT	80	.00	0	800	.00	0	.00	960	960.00
30 **		CONTRACTUAL SERVICES	2802	477.75	17	28020	14757.97	53	.00	33660	18902.03
50		OTHER CHARGES									
50 08		TELECOMMUNICATIONS	391	365.35	93	3910	3491.97	89	.00	4700	1208.03
50 10		PROPERTY INSURANCE	391	.00	0	3910	4700.00	120	.00	4700	.00
50 12		MOTOR VEHICLE INSURANCE	916	.00	0	9160	10851.00	119	.00	11000	149.00
50 24		SUBSISTANCE & LODGING	41	.00	0	410	212.12	52	.00	500	287.88
50 26		CONVENTIONS & EDUCATIONS	250	.00	0	2500	.00	0	.00	3000	3000.00
50 32		MISCELLANEOUS	41	72.92	178	410	465.26	114	.00	500	34.74
50 38		INVENTORY OVER / SHORT	0	.00	0	0	177.23	0	.00	0	177.23-
50 **		OTHER CHARGES	2030	438.27	22	20300	19897.58	98	.00	24400	4502.42
60		MATERIALS & SUPPLIES									
60 02		OFFICE SUPPLIES	600	.00	0	6000	2082.60	35	.00	7200	5117.40
60 05		FUEL PUMPS	125	.00	0	1250	1179.90	94	.00	1500	320.10
60 06		FUELS & LUBRICANTS	2250	1216.39	54	22500	17611.52	78	.00	27000	9388.48
60 08		VEHICLE / EQUIP R&M	2500	2745.86	110	25000	23033.55	92	.00	30000	6966.45
60 10		UNIFORMS	833	748.73	90	8330	5195.51	62	.00	10000	4804.49
60 11		SAFETY EQUIP & PROGRAMS	225	625.76	278	2250	3107.26	138	.00	2700	407.26-
60 20		STREET LT OPER SUPPLIES	2583	2128.01	82	25830	22073.27	86	.00	31000	8926.73
60 22		HIGHWAY, STRT & SIDEWALKS	1500	1790.10	119	15000	12595.90	84	1489.50	18000	3914.60
60 23		EQUIPMENT RENTAL	376	.00	0	3760	.00	0	.00	4520	4520.00
60 28		STORM DRAINAGE	250	.00	0	2500	.00	0	.00	3000	3000.00
60 30		ENGINEERING R & M	83	.00	0	830	.00	0	.00	1000	1000.00
60 34		TRAIN STATION SUPPLIES	250	.00	0	2500	961.54	39	.00	3000	2038.46
60 36		PAVEMENT	4166	.00	0	41660	225740.67	542	.00	50000	175740.67-

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 8
 ACCOUNTING PERIOD 10/2022

FUND 010 GENERAL FUND			DEPT/DIV 4101 PUBLIC WORKS/MAIN OF STREETS & HWYS .								
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				
SUB	SUB		DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	%
											BDGT
60											
601			OPERATIONS & MAINTENANCE								
60	40		TRAFFIC CONTROL DEVICE	250	.00	0	2500	50.56	2	.00	2
60	44		SNOW & ICE REMOVAL	166	.00	0	1660	99.96	6	.00	5
60	52		DECORATIVE STREET LIGHTS	250	.00	0	2500	5827.36	233	.00	194
60	**		MATERIALS & SUPPLIES	16407	9254.85	56	164070	319559.60	195	1489.50	163
81			CAPITAL OUTLAY - REPLACE								
81	02		VEHICLE REPLACEMENT	18194	.00	0	181940	168294.03	93	.00	77
81	06		MACHINERY & EQUIPMENT	10875	.00	0	108750	28312.75	26	96435.00	96
81	30		IMPRVMNTS OTHER THAN BLDG	2708	.00	0	27080	32250.00	119	.00	99
81	**		CAPITAL OUTLAY - REPLACE	31777	.00	0	317770	228856.78	72	96435.00	85
82			CAPITAL OUTLAY - NEW								
82	06		MACHINERY & EQUIPMENT	0	.00	0	0	45270.00	0	.00	0
82	**		CAPITAL OUTLAY - NEW	0	.00	0	0	45270.00	0	.00	0
90			DEBT SERVICE								
90	02		PRINCIPAL	1333	.00	0	13330	16000.00	120	.00	100
90	04		INTEREST	452	.00	0	4520	5252.64	116	.00	97
90	**		DEBT SERVICE	1785	.00	0	17850	21252.64	119	.00	99
601	**	**	OPERATIONS & MAINTENANCE	116199	78545.41	68	1161990	1074511.30	93	97924.50	84
606											
82			CAPITAL OUTLAY - NEW								
82	30		IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	187158.00	0	.00	0
82	**		CAPITAL OUTLAY - NEW	0	.00	0	0	187158.00	0	.00	0
606	**	**		0	.00	0	0	187158.00	0	.00	0
608			CAPITAL OUTLAY								
82			CAPITAL OUTLAY - NEW								
82	30		IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	72007.00	0	.00	0
82	**		CAPITAL OUTLAY - NEW	0	.00	0	0	72007.00	0	.00	0
608	**	**	CAPITAL OUTLAY	0	.00	0	0	72007.00	0	.00	0
60	**	**		116199	78545.41	68	1161990	1333676.30	115	97924.50	103
DIV	4101		TOTAL *****								
			MAIN OF STREETS & HWYS	116199	78545.41	68	1161990	1333676.30	115	97924.50	103

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 9
 ACCOUNTING PERIOD 10/2022

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	750	1668.16	222	7500	13902.11	185	.00	9000	4902.11-	155
60	08	VEHICLE / EQUIP R&M	1750	27.61	2	17500	50790.37	290	.00	21000	29790.37-	242
60	18	SUPPLIES	0	.00	0	0	483.45	0	.00	0	483.45-	0
60	26	LITTER EXPENSES	150	.00	0	1500	.00	0	.00	1800	1800.00	0
60	**	MATERIALS & SUPPLIES	2650	1695.77	64	26500	65175.93	246	.00	31800	33375.93-	205
81		CAPITAL OUTLAY - REPLACE										
81	02	VEHICLE REPLACEMENT	8750	.00	0	87500	.00	0	327157.50	105000	222157.50-	312
81	06	MACHINERY & EQUIPMENT	416	.00	0	4160	.00	0	.00	5000	5000.00	0
81	**	CAPITAL OUTLAY - REPLACE	9166	.00	0	91660	.00	0	327157.50	110000	217157.50-	297
601	**	OPERATIONS & MAINTENANCE	11816	1695.77	14	118160	65175.93	55	327157.50	141800	250533.43-	277
60	**		11816	1695.77	14	118160	65175.93	55	327157.50	141800	250533.43-	277
DIV	4102	TOTAL *****										
		SANITATION & WASTE REM	11816	1695.77	14	118160	65175.93	55	327157.50	141800	250533.43-	277

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 10
 ACCOUNTING PERIOD 10/2022

FUND 010 GENERAL FUND			DEPT/DIV 4103 PUBLIC WORKS/MAIN OF BLDGS & GROUNDS										
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB		DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
60													
601			OPERATIONS & MAINTENANCE										
	30		CONTRACTUAL SERVICES										
	30	22	LANDSCAPING CONTRACTS	750	.00	0	7500	5796.00	77	.00	9000	3204.00	64
	30	**	CONTRACTUAL SERVICES	750	.00	0	7500	5796.00	77	.00	9000	3204.00	64
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	541	537.20	99	5410	5473.58	101	.00	6500	1026.42	84
	50	04	HEATING SERVICES	166	37.19	22	1660	355.78	21	.00	2000	1644.22	18
	50	**	OTHER CHARGES	707	574.39	81	7070	5829.36	83	.00	8500	2670.64	69
	60		MATERIALS & SUPPLIES										
	60	18	SUPPLIES	500	151.09	30	5000	7459.43	149	.00	6000	1459.43	124
	60	24	SMALL TOOLS	333	152.80	46	3330	2343.62	70	.00	4000	1656.38	59
	60	**	MATERIALS & SUPPLIES	833	303.89	37	8330	9803.05	118	.00	10000	196.95	98
601	**	**	OPERATIONS & MAINTENANCE	2290	878.28	38	22900	21428.41	94	.00	27500	6071.59	78
604			COMMUNITY IMPROVEMENT										
	81		CAPITAL OUTLAY - REPLACE										
	81	30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	4500.00	0	.00	0	4500.00	0
	81	**	CAPITAL OUTLAY - REPLACE	0	.00	0	0	4500.00	0	.00	0	4500.00	0
604	**	**	COMMUNITY IMPROVEMENT	0	.00	0	0	4500.00	0	.00	0	4500.00	0
60	**	**		2290	878.28	38	22900	25928.41	113	.00	27500	1571.59	94
DIV	4103		TOTAL *****										
			MAIN OF BLDGS & GROUNDS	2290	878.28	38	22900	25928.41	113	.00	27500	1571.59	94

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 11
 ACCOUNTING PERIOD 10/2022

FUND 010 GENERAL FUND			DEPT/DIV 4104 PUBLIC WORKS/PARKS & RECREATION									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
60												
602		PARKS, RECREAT & CULTURAL										
30		CONTRACTUAL SERVICES										
30	42	TREE REMOVAL & PRUNING	250	.00	0	2500	2999.92	120	.08	3000	.00	100
30	**	CONTRACTUAL SERVICES	250	.00	0	2500	2999.92	120	.08	3000	.00	100
50		OTHER CHARGES										
50	02	ELECTRICAL SERVICES	1416	1577.80	111	14160	10900.33	77	.00	17000	6099.67	64
50	04	HEATING SERVICES	41	70.08	171	410	597.47	146	.00	500	97.47	120
50	08	TELECOMMUNICATIONS	116	80.16	69	1160	641.44	55	.00	1400	758.56	46
50	34	MISCELLANEOUS REIMB	16	.00	0	160	25.00	16	.00	200	175.00	13
50	**	OTHER CHARGES	1589	1728.04	109	15890	12164.24	77	.00	19100	6935.76	64
60		MATERIALS & SUPPLIES										
60	18	SUPPLIES	1583	1194.35	75	15830	15721.50	99	1193.20	19000	2085.30	89
60	53	MULCH & LANDSCAPING STONE	666	1313.00	197	6660	5867.00	88	.00	8000	2133.00	73
60	54	PLAYGROUND EQUIPMENT	125	.00	0	1250	.00	0	.00	1500	1500.00	0
60	55	SPLASH PAD	458	366.18	80	4580	2436.90	53	.00	5500	3063.10	44
60	56	WAR MEMORIAL BALLFIELD	250	1655.22	662	2500	1962.50	79	1126.72	3000	89.22	103
60	57	CANOE LAUNCH	83	192.13	232	830	1163.10	140	.00	1000	163.10	116
60	58	SPECIAL EVENTS	41	.00	0	410	339.93	83	.00	500	160.07	68
60	**	MATERIALS & SUPPLIES	3206	4720.88	147	32060	27490.93	86	2319.92	38500	8689.15	77
81		CAPITAL OUTLAY - REPLACE										
81	18	BUILDING	1250	7956.00	637	12500	34415.48	275	.00	15000	19415.48	229
81	26	PARKS	8333	.00	0	83330	60691.22	73	.00	100000	39308.78	61
81	30	IMPRVMNTS OTHER THAN BLDG	4166	.00	0	41660	75516.00	181	.00	50000	25516.00	151
81	**	CAPITAL OUTLAY - REPLACE	13749	7956.00	58	137490	170622.70	124	.00	165000	5622.70	103
82		CAPITAL OUTLAY - NEW										
82	26	PARKS	17416	.00	0	174160	5000.00	3	.00	209000	204000.00	2
82	**	CAPITAL OUTLAY - NEW	17416	.00	0	174160	5000.00	3	.00	209000	204000.00	2
602	**	** PARKS, RECREAT & CULTURAL	36210	14404.92	40	362100	218277.79	60	2320.00	434600	214002.21	51
60	**	**	36210	14404.92	40	362100	218277.79	60	2320.00	434600	214002.21	51
DIV	4104	TOTAL *****										
		PARKS & RECREATION	36210	14404.92	40	362100	218277.79	60	2320.00	434600	214002.21	51

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 12
 ACCOUNTING PERIOD 10/2022

FUND 010 GENERAL FUND			DEPT/DIV 4106 PUBLIC WORKS/CULTURAL									
BA	ELE	OBJ	*****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	0	16.83	0	0	636.31	0	.00	0	636.31-	0
	50 **	OTHER CHARGES	0	16.83	0	0	636.31	0	.00	0	636.31-	0
602 ** **		PARKS, RECREAT & CULTURAL	0	16.83	0	0	636.31	0	.00	0	636.31-	0
60 ** **			0	16.83	0	0	636.31	0	.00	0	636.31-	0
DIV 4106		TOTAL *****										
		CULTURAL	0	16.83	0	0	636.31	0	.00	0	636.31-	0

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 13
 ACCOUNTING PERIOD 10/2022

FUND 010 GENERAL FUND			DEPT/DIV 4108 PUBLIC WORKS/LIBRARY									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
60												
601		OPERATIONS & MAINTENANCE										
	30	CONTRACTUAL SERVICES										
	30 44	CUSTODIAL SERVICES	916	946.20	103	9160	8515.80	93	.00	11000	2484.20	77
	30 **	CONTRACTUAL SERVICES	916	946.20	103	9160	8515.80	93	.00	11000	2484.20	77
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	1250	162.20	13	12500	6435.53	52	.00	15000	8564.47	43
	60 **	MATERIALS & SUPPLIES	1250	162.20	13	12500	6435.53	52	.00	15000	8564.47	43
601 ** **		OPERATIONS & MAINTENANCE	2166	1108.40	51	21660	14951.33	69	.00	26000	11048.67	58
60 ** **			2166	1108.40	51	21660	14951.33	69	.00	26000	11048.67	58
DIV 4108		TOTAL ***** LIBRARY	2166	1108.40	51	21660	14951.33	69	.00	26000	11048.67	58
DEPT 41		TOTAL ***** PUBLIC WORKS	168681	96649.61	57	1686810	1658646.07	98	427402.00	2024440	61608.07	103

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 14
 ACCOUNTING PERIOD 10/2022

FUND 010 GENERAL FUND			DEPT/DIV 6101 PUBLIC TRANSPORTATION/OPERATIONS									
BA	ELE	OBJ	*****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	7011	7236.31	103	70110	49270.97	70	.00	84140	34869.03	59
	10 04	OVERTIME	0	.37	0	0	12.10	0	.00	0	12.10-	0
	10 **	SALARIES AND WAGES	7011	7236.68	103	70110	49283.07	70	.00	84140	34856.93	59
	20	BENEFITS										
	20 02	FICA	536	515.93	96	5360	3677.94	69	.00	6440	2762.06	57
	20 04	VA RETIREMENT SYSTEM	401	56.22	14	4010	865.47	22	.00	4820	3954.53	18
	20 06	GROUP MEDICAL INSURANCE	404	101.66	25	4040	2053.60	51	.00	4850	2796.40	42
	20 08	GROUP LIFE INSURANCE	55	7.68	14	550	257.72	47	.00	660	402.28	39
	20 10	WORKER'S COMP	141	.00	0	1410	1700.00	121	.00	1700	.00	100
	20 18	VRS HYBRID EMPLOYER CONTR	0	.00	0	0	702.20	0	.00	0	702.20-	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	.00	0	0	317.70	0	.00	0	317.70-	0
	20 **	BENEFITS	1537	681.49	44	15370	9574.63	62	.00	18470	8895.37	52
	30	CONTRACTUAL SERVICES										
	30 06	ADVERTISING	83	.00	0	830	55.80	7	.00	1000	944.20	6
	30 08	MAINTENANCE SVC CONTRACTS	41	.00	0	410	.00	0	.00	500	500.00	0
	30 14	MISC & PROFESSIONAL SVCS	25	.00	0	250	.00	0	.00	300	300.00	0
	30 16	PHYSICALS	23	96.00	417	230	453.00	197	.00	280	173.00-	162
	30 **	CONTRACTUAL SERVICES	172	96.00	56	1720	508.80	30	.00	2080	1571.20	25
	50	OTHER CHARGES										
	50 08	TELECOMMUNICATIONS	83	.00	0	830	.00	0	.00	1000	1000.00	0
	50 12	MOTOR VEHICLE INSURANCE	141	.00	0	1410	1700.00	121	.00	1700	.00	100
	50 24	SUBSISTANCE & LODGING	25	.00	0	250	.00	0	.00	300	300.00	0
	50 26	CONVENTIONS & EDUCATIONS	62	.00	0	620	.00	0	.00	750	750.00	0
	50 28	DUES & ASSOC MEMBERSHIPS	12	.00	0	120	.00	0	.00	150	150.00	0
	50 **	OTHER CHARGES	323	.00	0	3230	1700.00	53	.00	3900	2200.00	44
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	29	.00	0	290	.00	0	.00	350	350.00	0
	60 06	FUELS & LUBRICANTS	1250	1395.05	112	12500	13573.40	109	.00	15000	1426.60	91
	60 08	VEHICLE & EQUIP R&M	291	.00	0	2910	6415.98	221	.00	3500	2915.98-	183
	60 14	OTHER OPERATING SUPPLIES	41	.00	0	410	339.18	83	.00	500	160.82	68
	60 18	SUPPLIES	25	.00	0	250	.00	0	.00	300	300.00	0
	60 **	MATERIALS & SUPPLIES	1636	1395.05	85	16360	20328.56	124	.00	19650	678.56-	104
	82	CAPITAL OUTLAY - NEW										
	82 02	VEHICLE	0	.00	0	0	.00	0	79732.00	0	79732.00-	0
	82 06	MACHINERY & EQUIPMENT	2083	.00	0	20830	.00	0	.00	25000	25000.00	0
	82 **	CAPITAL OUTLAY - NEW	2083	.00	0	20830	.00	0	79732.00	25000	54732.00-	319
403	** **	PUBLIC TRANSPORTATION	12762	9409.22	74	127620	81395.06	64	79732.00	153240	7887.06-	105
40	** **	ADMINISTRATION	12762	9409.22	74	127620	81395.06	64	79732.00	153240	7887.06-	105
DIV 6101 TOTAL *****												

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 15
 ACCOUNTING PERIOD 10/2022

FUND 010 GENERAL FUND			DEPT/DIV 6101 PUBLIC TRANSPORTATION/OPERATIONS										
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT	
40		ADMINISTRATION											
403		PUBLIC TRANSPORTATION											
		OPERATIONS	12762	9409.22	74	127620	81395.06	64	79732.00	153240	7887.06-	105	
DEPT	61	TOTAL *****											
		PUBLIC TRANSPORTATION	12762	9409.22	74	127620	81395.06	64	79732.00	153240	7887.06-	105	

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 16
 ACCOUNTING PERIOD 10/2022

FUND 010 GENERAL FUND			DEPT/DIV 7101 ECONOMIC DEVELOPMENT/ECONOMIC DEVELOPMENT									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
<hr/>												
40		ADMINISTRATION										
405		ECONOMIC DEVELOPMENT										
	30	CONTRACTUAL SERVICES										
	30 06	ADVERTISING	2083	.00	0	20830	2030.00	10	.00	25000	22970.00	8
	30 14	MISC & PROFESSIONAL SVCS	416	.00	0	4160	.00	0	.00	5000	5000.00	0
	30 **	CONTRACTUAL SERVICES	2499	.00	0	24990	2030.00	8	.00	30000	27970.00	7
	50	OTHER CHARGES										
	50 06	POSTAL SERVICES	41	.00	0	410	.00	0	.00	500	500.00	0
	50 08	TELECOMMUNICATIONS	75	.00	0	750	.00	0	.00	900	900.00	0
	50 24	SUBSISTANCE & LODGING	128	.00	0	1280	.00	0	.00	1540	1540.00	0
	50 26	CONVENTIONS & EDUCATIONS	105	.00	0	1050	.00	0	.00	1260	1260.00	0
	50 28	DUES & ASSOC MEMBERSHIPS	116	.00	0	1160	.00	0	.00	1400	1400.00	0
	50 32	MISCELLANEOUS	125	.00	0	1250	322.00	26	.00	1500	1178.00	22
	50 63	ECONOMIC INCENTIVES	11608	.00	0	116080	9500.00	8	.00	139300	129800.00	7
	50 93	GRANT PROGRAM FUNDING	8333	.00	0	83330	.00	0	.00	100000	100000.00	0
	50 **	OTHER CHARGES	20531	.00	0	205310	9822.00	5	.00	246400	236578.00	4
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	125	.00	0	1250	.00	0	.00	1500	1500.00	0
	60 12	BOOKS & SUBSCRIPTIONS	125	.00	0	1250	.00	0	.00	1500	1500.00	0
	60 **	MATERIALS & SUPPLIES	250	.00	0	2500	.00	0	.00	3000	3000.00	0
	81	CAPITAL OUTLAY - REPLACE										
	81 18	BUILDING	0	390.95	0	0	1206.07	0	.00	0	1206.07-	0
	81 **	CAPITAL OUTLAY - REPLACE	0	390.95	0	0	1206.07	0	.00	0	1206.07-	0
	82	CAPITAL OUTLAY - NEW										
	82 18	BUILDING	83333	45445.97	55	833330	644522.40	77	.00	1000000	355477.60	65
	82 **	CAPITAL OUTLAY - NEW	83333	45445.97	55	833330	644522.40	77	.00	1000000	355477.60	65
405	** **	ECONOMIC DEVELOPMENT	106613	45836.92	43	1066130	657580.47	62	.00	1279400	621819.53	51
40	** **	ADMINISTRATION	106613	45836.92	43	1066130	657580.47	62	.00	1279400	621819.53	51
DIV	7101	TOTAL *****										
		ECONOMIC DEVELOPMENT	106613	45836.92	43	1066130	657580.47	62	.00	1279400	621819.53	51
DEPT	71	TOTAL *****										
		ECONOMIC DEVELOPMENT	106613	45836.92	43	1066130	657580.47	62	.00	1279400	621819.53	51

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 17
 ACCOUNTING PERIOD 10/2022

FUND 010 GENERAL FUND			DEPT/DIV 7201 COMMUNITY DEVELOPMENT/COMMUNITY DEVELOPMENT							ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
BA	ELE	OBJ	*****CURRENT*****	*****YEAR-TO-DATE*****								
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.			
40		ADMINISTRATION										
408		COMMUNITY DEVELOPMENT										
10		SALARIES AND WAGES										
10 02		REGULAR	9436	8164.80	87	94360	82256.62	87	.00	113240	30983.38	73
10 04		OVERTIME	25	.00	0	250	.00	0	.00	300	300.00	0
10 **		SALARIES AND WAGES	9461	8164.80	86	94610	82256.62	87	.00	113540	31283.38	72
20		BENEFITS										
20 02		FICA	725	614.94	85	7250	6210.71	86	.00	8700	2489.29	71
20 04		VA RETIREMENT SYSTEM	925	.00	0	9250	.00	0	.00	11110	11110.00	0
20 06		GROUP MEDICAL INSURANCE	950	474.40	50	9500	5216.40	55	.00	11400	6183.60	46
20 08		GROUP LIFE INSURANCE	126	79.02	63	1260	1093.34	87	.00	1520	426.66	72
20 18		VRS HYBRID EMPLOYER CONTR	0	518.92	0	0	7179.64	0	.00	0	7179.64-	0
20 20		ICMA HYBRID EMPLOYER CONT	0	58.96	0	0	815.76	0	.00	0	815.76-	0
20 **		BENEFITS	2726	1746.24	64	27260	20515.85	75	.00	32730	12214.15	63
30		CONTRACTUAL SERVICES										
30 06		ADVERTISING	416	.00	0	4160	315.06	8	.00	5000	4684.94	6
30 14		MISC & PROFESSIONAL SVCS	1954	.00	0	19540	.00	0	.00	23450	23450.00	0
30 36		MOWING CONTRACT	42	.00	0	420	1402.50	334	.00	500	902.50-	281
30 **		CONTRACTUAL SERVICES	2412	.00	0	24120	1717.56	7	.00	28950	27232.44	6
50		OTHER CHARGES										
50 06		POSTAL SERVICES	83	.00	0	830	.00	0	.00	1000	1000.00	0
50 08		TELECOMMUNICATIONS	154	43.59	28	1540	405.31	26	.00	1850	1444.69	22
50 24		SUBSISTANCE & LODGING	125	.00	0	1250	368.76	30	.00	1500	1131.24	25
50 26		CONVENTIONS & EDUCATIONS	208	.00	0	2080	.00	0	.00	2500	2500.00	0
50 28		DUES & ASSOC MEMBERSHIPS	62	.00	0	620	661.00	107	.00	750	89.00	88
50 32		MISCELLANEOUS	83	14.99	18	830	279.09	34	.00	1000	720.91	28
50 **		OTHER CHARGES	715	58.58	8	7150	1714.16	24	.00	8600	6885.84	20
60		MATERIALS & SUPPLIES										
60 02		OFFICE SUPPLIES	171	330.63	193	1710	486.33	28	.00	2050	1563.67	24
60 12		BOOKS & SUBSCRIPTIONS	41	.00	0	410	.00	0	.00	500	500.00	0
60 **		MATERIALS & SUPPLIES	212	330.63	156	2120	486.33	23	.00	2550	2063.67	19
82		CAPITAL OUTLAY - NEW										
82 02		VEHICLE	2333	.00	0	23330	29408.60	126	.00	28000	1408.60-	105
82 04		EDP EQUIPMENT	542	.00	0	5420	4000.00	74	.00	6500	2500.00	62
82 **		CAPITAL OUTLAY - NEW	2875	.00	0	28750	33408.60	116	.00	34500	1091.40	97
408 ** **		COMMUNITY DEVELOPMENT	18401	10300.25	56	184010	140099.12	76	.00	220870	80770.88	63
40 ** **		ADMINISTRATION	18401	10300.25	56	184010	140099.12	76	.00	220870	80770.88	63
DIV 7201		TOTAL *****										
		COMMUNITY DEVELOPMENT	18401	10300.25	56	184010	140099.12	76	.00	220870	80770.88	63

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 18
 ACCOUNTING PERIOD 10/2022

FUND 010 GENERAL FUND			DEPT/DIV 7202 COMMUNITY DEVELOPMENT/MAIN STREET PROGRAM										
BA	ELE	OBJ	*****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	33.56	91	370	354.04	96	.00	450	95.96	79	
	50 **	OTHER CHARGES	37	33.56	91	370	354.04	96	.00	450	95.96	79	
	60	MATERIALS & SUPPLIES											
	60 02	OFFICE SUPPLIES	125	.00	0	1250	238.19	19	.00	1500	1261.81	16	
	60 **	MATERIALS & SUPPLIES	125	.00	0	1250	238.19	19	.00	1500	1261.81	16	
406 ** **		MAIN STREET COORDINATOR	162	33.56	21	1620	592.23	37	.00	1950	1357.77	30	
40 ** **		ADMINISTRATION	162	33.56	21	1620	592.23	37	.00	1950	1357.77	30	
DIV 7202		TOTAL *****											
		MAIN STREET PROGRAM	162	33.56	21	1620	592.23	37	.00	1950	1357.77	30	

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 19
 ACCOUNTING PERIOD 10/2022

FUND 010 GENERAL FUND			DEPT/DIV 7203 COMMUNITY DEVELOPMENT/PLANNING COMMISSION										
BA	ELE	OBJ	*****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	500	.00	0	.00	600	600.00	0	
	50	26 CONVENTIONS & EDUCATIONS	83	.00	0	830	.00	0	.00	1000	1000.00	0	
	50	36 PLANNING COMMISSION	375	325.00	87	3750	2825.00	75	.00	4500	1675.00	63	
	50	** OTHER CHARGES	508	325.00	64	5080	2825.00	56	.00	6100	3275.00	46	
400	**	** COUNCIL / PLANNING COMM	508	325.00	64	5080	2825.00	56	.00	6100	3275.00	46	
40	**	** ADMINISTRATION	508	325.00	64	5080	2825.00	56	.00	6100	3275.00	46	
DIV	7203	TOTAL *****											
		PLANNING COMMISSION	508	325.00	64	5080	2825.00	56	.00	6100	3275.00	46	

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 20
 ACCOUNTING PERIOD 10/2022

FUND 010 GENERAL FUND			DEPT/DIV 7204 COMMUNITY DEVELOPMENT/SPARK INNOVATION CENTER									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
40		ADMINISTRATION										
409		COMMUNITY DEVELOPMENT										
	30	CONTRACTUAL SERVICES										
	30 06	ADVERTISING	417	.00	0	4170	928.00	22	.00	5000	4072.00	19
	30 08	MAINTENANCE SVC CONTRACTS	1075	.00	0	10750	.00	0	.00	12900	12900.00	0
	30 14	MISC & PROFESSIONAL SVCS	208	.00	0	2080	.00	0	.00	2500	2500.00	0
	30 26	IT NETWRK/WEBSITE SUPPORT	221	528.00	239	2210	840.00	38	.00	2650	1810.00	32
	30 **	CONTRACTUAL SERVICES	1921	528.00	28	19210	1768.00	9	.00	23050	21282.00	8
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	500	.00	0	5000	.00	0	.00	6000	6000.00	0
	50 04	HEATING SERVICES	208	154.24	74	2080	294.43	14	.00	2500	2205.57	12
	50 06	POSTAL SERVICES	42	.00	0	420	.00	0	.00	500	500.00	0
	50 08	TELECOMMUNICATIONS	167	.00	0	1670	.00	0	.00	2000	2000.00	0
	50 10	PROPERTY INSURANCE	42	.00	0	420	500.00	119	.00	500	.00	100
	50 24	SUBSISTANCE & LODGING	83	.00	0	830	.00	0	.00	1000	1000.00	0
	50 26	CONVENTIONS & EDUCATIONS	83	.00	0	830	.00	0	.00	1000	1000.00	0
	50 32	MISCELLANEOUS	63	.00	0	630	.00	0	.00	750	750.00	0
	50 **	OTHER CHARGES	1188	154.24	13	11880	794.43	7	.00	14250	13455.57	6
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	542	.00	0	5420	.00	0	.00	6500	6500.00	0
	60 04	REPAIRS & MAINTENANCE	167	.00	0	1670	.00	0	.00	2000	2000.00	0
	60 **	MATERIALS & SUPPLIES	709	.00	0	7090	.00	0	.00	8500	8500.00	0
409	** **	COMMUNITY DEVELOPMENT	3818	682.24	18	38180	2562.43	7	.00	45800	43237.57	6
40	** **	ADMINISTRATION	3818	682.24	18	38180	2562.43	7	.00	45800	43237.57	6
DIV	7204	TOTAL *****										
		SPARK INNOVATION CENTER	3818	682.24	18	38180	2562.43	7	.00	45800	43237.57	6
DEPT	72	TOTAL *****										
		COMMUNITY DEVELOPMENT	22889	11341.05	50	228890	146078.78	64	.00	274720	128641.22	53

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 21
 ACCOUNTING PERIOD 10/2022

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	5162	.00	0	51620	28500.00	55	.00	61950	33450.00	46
	50 62	CONTRIBUTION - SENIOR CTR	83	.00	0	830	.00	0	.00	1000	1000.00	0
	50 63	ECONOMIC INCENTIVES	0	.00	0	0	4168.33	0	.00	0	4168.33-	0
	50 70	RECREATION PROGRAM	8333	.00	0	83330	75000.00	90	.00	100000	25000.00	75
	50 72	CONTRIBUTION - FIRE DEPT	1250	.00	0	12500	15000.00	120	.00	15000	.00	100
	50 74	CONTRIBUTION-MAIN ST PGM	416	.00	0	4160	27408.56	659	.00	5000	22408.56-	548
	50 **	OTHER CHARGES	15244	.00	0	152440	150076.89	98	.00	182950	32873.11	82
801 ** **		NON DEPARTMENTAL	15244	.00	0	152440	150076.89	98	.00	182950	32873.11	82
80 ** **		NON DEPARTMENT	15244	.00	0	152440	150076.89	98	.00	182950	32873.11	82
DIV 9101		TOTAL *****										
		CONTRIBUTIONS	15244	.00	0	152440	150076.89	98	.00	182950	32873.11	82

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 22
 ACCOUNTING PERIOD 10/2022

FUND 010 GENERAL 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										
	50	OTHER CHARGES										
	50 96	INSURANCE CLAIM	0	.00	0	0	3590.51	0	.00	0	3590.51-	0
	50 **	OTHER CHARGES	0	.00	0	0	3590.51	0	.00	0	3590.51-	0
	60	MATERIALS & SUPPLIES										
	60 06	FUELS & LUBRICANTS	833	1492.68	179	8330	11092.63	133	.00	10000	1092.63-	111
	60 **	MATERIALS & SUPPLIES	833	1492.68	179	8330	11092.63	133	.00	10000	1092.63-	111
	82	CAPITAL OUTLAY - NEW										
	82 30	IMPRVMNTS OTHER THAN BLDG	0	.00	0	0	40919.33	0	.00	0	40919.33-	0
	82 **	CAPITAL OUTLAY - NEW	0	.00	0	0	40919.33	0	.00	0	40919.33-	0
801	** **	NON DEPARTMENTAL	833	1492.68	179	8330	55602.47	668	.00	10000	45602.47-	556
802		TRANSFER OUT										
	70	TRANSFER OUT										
	70 01	TO CEMETERY FUND	4700	.00	0	47000	25000.00	53	.00	56400	31400.00	44
	70 02	WATER & SEWER FUND	0	.00	0	0	2000000.00	0	.00	0	2000000.00-	0
	70 07	TO RESERVE POLICY FNDS-FD	5416	.00	0	54160	.00	0	.00	65000	65000.00	0
	70 **	TRANSFER OUT	10116	.00	0	101160	2025000.00	2002	.00	121400	1903600.00-	1668
802	** **	TRANSFER OUT	10116	.00	0	101160	2025000.00	2002	.00	121400	1903600.00-	1668
80	** **	NON DEPARTMENT	10949	1492.68	14	109490	2080602.47	1900	.00	131400	1949202.47-	1583
DIV	9102	TOTAL *****										
		NON DEPARTMENT	10949	1492.68	14	109490	2080602.47	1900	.00	131400	1949202.47-	1583

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 23
 ACCOUNTING PERIOD 10/2022

FUND 010 GENERAL FUND			DEPT/DIV 9105 NON DEPARTMENT/AVOCA										
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										
10			SALARIES AND WAGES										
10	02		REGULAR	4445	7493.30	169	44450	41149.18	93	.00	53350	12200.82	77
10	04		OVERTIME	0	.00	0	0	225.00	0	.00	0	225.00-	0
10	**		SALARIES AND WAGES	4445	7493.30	169	44450	41374.18	93	.00	53350	11975.82	78
20			BENEFITS										
20	02		FICA	341	565.55	166	3410	3103.04	91	.00	4100	996.96	76
20	04		VA RETIREMENT SYSTEM	437	.00	0	4370	.00	0	.00	5250	5250.00	0
20	06		GROUP MEDICAL INSURANCE	475	474.40	100	4750	4403.20	93	.00	5700	1296.80	77
20	08		GROUP LIFE INSURANCE	60	55.84	93	600	427.76	71	.00	720	292.24	59
20	18		VRS HYBRID EMPLOYER CONTR	0	366.70	0	0	2809.10	0	.00	0	2809.10-	0
20	20		ICMA HYBRID EMPLOYER CONT	0	41.66	0	0	319.18	0	.00	0	319.18-	0
20	**		BENEFITS	1313	1504.15	115	13130	11062.28	84	.00	15770	4707.72	70
30			CONTRACTUAL SERVICES										
30	36		MOWING CONTRACT	0	.00	0	0	6445.00	0	.00	0	6445.00-	0
30	**		CONTRACTUAL SERVICES	0	.00	0	0	6445.00	0	.00	0	6445.00-	0
50			OTHER CHARGES										
50	08		TELECOMMUNICATIONS	37	33.56	91	370	313.92	85	.00	450	136.08	70
50	**		OTHER CHARGES	37	33.56	91	370	313.92	85	.00	450	136.08	70
60			MATERIALS & SUPPLIES										
60	06		FUELS & LUBRICANTS	20	141.97	710	200	393.83	197	.00	240	153.83-	164
60	**		MATERIALS & SUPPLIES	20	141.97	710	200	393.83	197	.00	240	153.83-	164
81			CAPITAL OUTLAY - REPLACE										
81	18		BUILDING	4833	.00	0	48330	.00	0	.00	58000	58000.00	0
81	**		CAPITAL OUTLAY - REPLACE	4833	.00	0	48330	.00	0	.00	58000	58000.00	0
801	**	**	NON DEPARTMENTAL	10648	9172.98	86	106480	59589.21	56	.00	127810	68220.79	47
80	**	**	NON DEPARTMENT	10648	9172.98	86	106480	59589.21	56	.00	127810	68220.79	47
DIV	9105		TOTAL ***** AVOCA	10648	9172.98	86	106480	59589.21	56	.00	127810	68220.79	47
DEPT	91		TOTAL ***** NON DEPARTMENT	36841	10665.66	29	368410	2290268.57	622	.00	442160	1848108.57-	518
FUND 010			TOTAL ***** GENERAL FUND	528324	357895.66	68	5283240	6640558.15	126	513100.56	6340710	812948.71-	113

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 24
 ACCOUNTING PERIOD 10/2022

FUND 020 STATE HIGHWAY REIMB FUND			DEPT/DIV 4101 PUBLIC WORKS/MAIN OF STREETS & HWYS			*****CURRENT***** YEAR-TO-DATE*****			ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
BA	ELE OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP				
SUB	SUB	DESCRIPTION										
60												
601		OPERATIONS & MAINTENANCE										
60		MATERIALS & SUPPLIES										
60	28	STORM DRAINAGE	4016	3666.14	91	40160	23401.89	58	.03-	48200	24798.14	49
60	36	PAVEMENT	33333	379.72	1	333330	720560.02	216	.00	400000	320560.02-	180
60	40	TRAFFIC CONTROL DEVICE	4733	3660.24	77	47330	38995.56	82	.00	56800	17804.44	69
60	**	MATERIALS & SUPPLIES	42082	7706.10	18	420820	782957.47	186	.03-	505000	277957.44-	155
81		CAPITAL OUTLAY - REPLACE										
81	02	VEHICLE REPLACEMENT	10105	.00	0	101050	40447.50	40	43238.28	121270	37584.22	69
81	06	MACHINERY & EQUIPMENT	8541	.00	0	85410	1913.75	2	96435.00	102500	4151.25	96
81	**	CAPITAL OUTLAY - REPLACE	18646	.00	0	186460	42361.25	23	139673.28	223770	41735.47	81
82		CAPITAL OUTLAY - NEW										
82	06	MACHINERY & EQUIPMENT	1500	.00	0	15000	16800.00	112	.00	18000	1200.00	93
82	**	CAPITAL OUTLAY - NEW	1500	.00	0	15000	16800.00	112	.00	18000	1200.00	93
601	**	OPERATIONS & MAINTENANCE	62228	7706.10	12	622280	842118.72	135	139673.25	746770	235021.97-	132
606												
60		MATERIALS & SUPPLIES										
60	30	ENGINEERING R & M	833	.00	0	8330	344.25	4	.00	10000	9655.75	3
60	44	SNOW & ICE REMOVAL	5000	163.29	3	50000	13715.21	27	.00	60000	46284.79	23
60	46	OTHER TRAFFIC SVCS RDSIDE	4166	2543.62	61	41660	15640.18	38	.00	50000	34359.82	31
60	**	MATERIALS & SUPPLIES	9999	2706.91	27	99990	29699.64	30	.00	120000	90300.36	25
606	**		9999	2706.91	27	99990	29699.64	30	.00	120000	90300.36	25
607		ADMINISTRATION AND MISC										
50		OTHER CHARGES										
50	32	MISCELLANEOUS	8333	.00	0	83330	33714.62	41	.00	100000	66285.38	34
50	**	OTHER CHARGES	8333	.00	0	83330	33714.62	41	.00	100000	66285.38	34
607	**	ADMINISTRATION AND MISC	8333	.00	0	83330	33714.62	41	.00	100000	66285.38	34
608		CAPITAL OUTLAY										
82		CAPITAL OUTLAY - NEW										
82	30	IMPRVMTS OTHER THAN BLDG	6250	.00	0	62500	.00	0	.00	75000	75000.00	0
82	**	CAPITAL OUTLAY - NEW	6250	.00	0	62500	.00	0	.00	75000	75000.00	0
608	**	CAPITAL OUTLAY	6250	.00	0	62500	.00	0	.00	75000	75000.00	0
60	**		86810	10413.01	12	868100	905532.98	104	139673.25	1041770	3436.23-	100
DIV	4101	TOTAL *****										
		MAIN OF STREETS & HWYS	86810	10413.01	12	868100	905532.98	104	139673.25	1041770	3436.23-	100
DEPT	41	TOTAL *****										
		PUBLIC WORKS	86810	10413.01	12	868100	905532.98	104	139673.25	1041770	3436.23-	100
FUND	020	TOTAL *****										
		STATE HIGHWAY REIMB FUND	86810	10413.01	12	868100	905532.98	104	139673.25	1041770	3436.23-	100

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 25
 ACCOUNTING PERIOD 10/2022

FUND 050 WATER & SEWER FUND			DEPT/DIV 1101 GENERAL GOVERNMENT/ADMINISTRATION								
BA ELE OBJ ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP			
70		UTILITIES									
701		WATER									
10		SALARIES AND WAGES									
10 02		REGULAR	1525	2110.32	138	15250	15000.19	98	.00	18300	3299.81 82
10 04		OVERTIME	11	3.30	30	110	108.83	99	.00	140	31.17 78
10 **		SALARIES AND WAGES	1536	2113.62	138	15360	15109.02	98	.00	18440	3330.98 82
20		BENEFITS									
20 02		FICA	116	138.60	120	1160	931.86	80	.00	1400	468.14 67
20 04		VA RETIREMENT SYSTEM	148	149.36	101	1480	1493.60	101	.00	1780	286.40 84
20 06		GROUP MEDICAL INSURANCE	302	301.86	100	3020	3018.60	100	.00	3630	611.40 83
20 08		GROUP LIFE INSURANCE	20	20.42	102	200	204.20	102	.00	250	45.80 82
20 **		BENEFITS	586	610.24	104	5860	5648.26	96	.00	7060	1411.74 80
701 ** **		WATER	2122	2723.86	128	21220	20757.28	98	.00	25500	4742.72 81
702		SEWER									
10		SALARIES AND WAGES									
10 02		REGULAR	1016	1406.88	139	10160	10000.16	98	.00	12200	2199.84 82
10 04		OVERTIME	5	2.19	44	50	72.52	145	.00	60	12.52- 121
10 **		SALARIES AND WAGES	1021	1409.07	138	10210	10072.68	99	.00	12260	2187.32 82
20		BENEFITS									
20 02		FICA	77	92.40	120	770	621.13	81	.00	930	308.87 67
20 04		VA RETIREMENT SYSTEM	99	99.58	101	990	995.80	101	.00	1190	194.20 84
20 06		GROUP MEDICAL INSURANCE	201	201.24	100	2010	2012.40	100	.00	2420	407.60 83
20 08		GROUP LIFE INSURANCE	14	13.62	97	140	136.20	97	.00	170	33.80 80
20 **		BENEFITS	391	406.84	104	3910	3765.53	96	.00	4710	944.47 80
702 ** **		SEWER	1412	1815.91	129	14120	13838.21	98	.00	16970	3131.79 82
70 ** **		UTILITIES	3534	4539.77	129	35340	34595.49	98	.00	42470	7874.51 82
DIV 1101		TOTAL ***** ADMINISTRATION	3534	4539.77	129	35340	34595.49	98	.00	42470	7874.51 82
DEPT 11		TOTAL ***** GENERAL GOVERNMENT	3534	4539.77	129	35340	34595.49	98	.00	42470	7874.51 82

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 26
 ACCOUNTING PERIOD 10/2022

FUND 050 WATER & SEWER FUND			DEPT/DIV 5001 WATER			DEPARTMENT/OPERATIONS			ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
BA	ELE	OBJ	*****CURRENT*****	*****	*****	*****YEAR-TO-DATE*****	*****	*****				
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP				
70		UTILITIES										
701		WATER										
10		SALARIES AND WAGES										
10 02		REGULAR	32668	31784.81	97	326680	280751.67	86	.00	392020	111268.33	72
10 04		OVERTIME	1250	101.99	8	12500	3997.84	32	.00	15000	11002.16	27
10 **		SALARIES AND WAGES	33918	31886.80	94	339180	284749.51	84	.00	407020	122270.49	70
20		BENEFITS										
20 02		FICA	2595	2349.19	91	25950	20502.88	79	.00	31140	10637.12	66
20 04		VA RETIREMENT SYSTEM	3201	971.64	30	32010	13455.32	42	.00	38420	24964.68	35
20 06		GROUP MEDICAL INSURANCE	4516	2805.80	62	45160	43421.60	96	.00	54200	10778.40	80
20 08		GROUP LIFE INSURANCE	438	282.78	65	4380	3446.49	79	.00	5260	1813.51	66
20 18		VRS HYBRID EMPLOYER CONTR	0	829.34	0	0	9007.45	0	.00	0	9007.45-	0
20 20		ICMA HYBRID EMPLOYER CONT	0	266.92	0	0	2741.04	0	.00	0	2741.04-	0
20 **		BENEFITS	10750	7505.67	70	107500	92574.78	86	.00	129020	36445.22	72
30		CONTRACTUAL SERVICES										
30 08		MAINTENANCE SVC CONTRACTS	2508	5322.30	212	25080	25732.96	103	770.00	30100	3597.04	88
30 14		MISC & PROFESSIONAL SVCS	1666	49.00	3	16660	490.00	3	.00	20000	19510.00	3
30 16		PHYSICALS	66	.00	0	660	150.00	23	.00	800	650.00	19
30 20		WATER PURCHASES - CC	6250	620.20	10	62500	17954.78	29	.00	75000	57045.22	24
30 24		R & M GROUNDS, BLDGS, RDS	1166	.00	0	11660	.00	0	.00	14000	14000.00	0
30 **		CONTRACTUAL SERVICES	11656	5991.50	51	116560	44327.74	38	770.00	139900	94802.26	32
50		OTHER CHARGES										
50 02		ELECTRICAL SERVICES	9166	7578.98	83	91660	63772.92	70	.00	110000	46227.08	58
50 04		HEATING SERVICES	291	357.22	123	2910	3152.09	108	.00	3500	347.91	90
50 08		TELECOMMUNICATIONS	916	853.19	93	9160	10128.89	111	.00	11000	871.11	92
50 10		PROPERTY INSURANCE	762	.00	0	7620	9150.00	120	.00	9150	.00	100
50 12		MOTOR VEHICLE INSURANCE	43	.00	0	430	520.00	121	.00	520	.00	100
50 18		GENERAL LIABILITY INSUR	375	.00	0	3750	4000.00	107	.00	4500	500.00	89
50 24		SUBSISTANCE & LODGING	250	.00	0	2500	.00	0	.00	3000	3000.00	0
50 26		CONVENTIONS & EDUCATIONS	416	.00	0	4160	840.00	20	.00	5000	4160.00	17
50 28		DUES & ASSOC MEMBERSHIPS	83	.00	0	830	951.00	115	.00	1000	49.00	95
50 30		REFUNDS	41	.00	0	410	.00	0	.00	500	500.00	0
50 32		MISCELLANEOUS	166	.00	0	1660	388.71	23	.00	2000	1611.29	19
50 64		SAMPLE TESTING	1250	523.00	42	12500	5341.20	43	.00	15000	9658.80	36
50 66		FEES PAID TO COMMONWEALTH	458	.00	0	4580	5037.00	110	.00	5500	463.00	92
50 68		PROFESSIONAL LICENSES	100	.00	0	1000	100.00	10	.00	1200	1100.00	8
50 **		OTHER CHARGES	14317	9312.39	65	143170	103381.81	72	.00	171870	68488.19	60
60		MATERIALS & SUPPLIES										
60 02		OFFICE SUPPLIES	508	156.19	31	5080	1101.02	22	.00	6100	4998.98	18
60 04		REPAIRS & MAINTENANCE	2500	845.26	34	25000	18147.43	73	.00	30000	11852.57	61
60 06		FUELS & LUBRICANTS	354	369.87	105	3540	5120.16	145	.00	4250	870.16-	121
60 08		VEHICLE & EQUIP R&M	187	4623.00	2472	1870	6842.79	366	.00	2250	4592.79-	304
60 10		UNIFORMS	604	783.80	130	6040	5283.20	88	.00	7250	1966.80	73
60 11		SAFETY EQUIP & PROGRAMS	208	.00	0	2080	518.95	25	.00	2500	1981.05	21
60 14		OTHER OPERATING SUPPLIES	10000	13707.61	137	100000	97999.83	98	.00	120000	22000.17	82
60 15		LABORATORY TEST CHEMICALS	1250	291.46	23	12500	9615.40	77	.00	15000	5384.60	64

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 27
 ACCOUNTING PERIOD 10/2022

FUND 050 WATER & SEWER FUND			DEPT/DIV 5001 WATER			DEPARTMENT/OPERATIONS						
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
70		UTILITIES										
701		WATER										
60	24	SMALL TOOLS	166	.00	0	1660	615.54	37	.00	2000	1384.46	31
60	25	SMALL EQUIPMENT	625	45.95	7	6250	2236.39	36	.00	7500	5263.61	30
60	**	MATERIALS & SUPPLIES	16402	20823.14	127	164020	147480.71	90	.00	196850	49369.29	75
70		TRANSFER OUT										
70	05	TO RESERVES	2731	.00	0	27310	.00	0	.00	32780	32780.00	0
70	**	TRANSFER OUT	2731	.00	0	27310	.00	0	.00	32780	32780.00	0
90		DEBT SERVICE										
90	02	PRINCIPAL	25166	.00	0	251660	302000.00	120	.00	302000	.00	100
90	04	INTEREST	7988	.00	0	79880	96108.67	120	.00	95860	248.67-	100
90	**	DEBT SERVICE	33154	.00	0	331540	398108.67	120	.00	397860	248.67-	100
91		DEBT SERVICE-2020A										
91	02	PRINCIPAL	8997	.00	0	89970	107970.00	120	.00	107970	.00	100
91	04	INTEREST	7710	.00	0	77100	92532.76	120	.00	92530	2.76-	100
91	**	DEBT SERVICE-2020A	16707	.00	0	167070	200502.76	120	.00	200500	2.76-	100
701	**	** WATER	139635	75519.50	54	1396350	1271125.98	91	770.00	1675800	403904.02	76
70	**	** UTILITIES	139635	75519.50	54	1396350	1271125.98	91	770.00	1675800	403904.02	76
DIV	5001	TOTAL ***** OPERATIONS	139635	75519.50	54	1396350	1271125.98	91	770.00	1675800	403904.02	76

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 28
 ACCOUNTING PERIOD 10/2022

FUND 050 WATER & SEWER FUND			DEPT/DIV 5002 WATER			DEPARTMENT/PUMP STATION								
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												
703		BEDFORD PUMP STATION												
	50	OTHER CHARGES												
	50 02	ELECTRICAL SERVICES		833	433.62	52	8330	5561.15	67	.00	10000	4438.85	56	
	50 08	TELECOMMUNICATIONS		45	52.29	116	450	529.21	118	.00	550	20.79	96	
	50 **	OTHER CHARGES		878	485.91	55	8780	6090.36	69	.00	10550	4459.64	58	
	60	MATERIALS & SUPPLIES												
	60 04	REPAIRS & MAINTENANCE		250	.00	0	2500	9909.00	396	.00	3000	6909.00-	330	
	60 **	MATERIALS & SUPPLIES		250	.00	0	2500	9909.00	396	.00	3000	6909.00-	330	
703	** **	BEDFORD PUMP STATION		1128	485.91	43	11280	15999.36	142	.00	13550	2449.36-	118	
704		LOLA PUMP STATION												
	50	OTHER CHARGES												
	50 02	ELECTRICAL SERVICES		83	40.89	49	830	481.26	58	.00	1000	518.74	48	
	50 08	TELECOMMUNICATIONS		45	52.29	116	450	529.21	118	.00	550	20.79	96	
	50 **	OTHER CHARGES		128	93.18	73	1280	1010.47	79	.00	1550	539.53	65	
	60	MATERIALS & SUPPLIES												
	60 04	REPAIRS & MAINTENANCE		8	.00	0	80	.00	0	.00	100	100.00	0	
	60 **	MATERIALS & SUPPLIES		8	.00	0	80	.00	0	.00	100	100.00	0	
704	** **	LOLA PUMP STATION		136	93.18	69	1360	1010.47	74	.00	1650	639.53	61	
709		MELINDA PUMP STATION												
	50	OTHER CHARGES												
	50 02	ELECTRICAL SERVICES		800	.00	0	8000	.00	0	.00	9600	9600.00	0	
	50 08	TELECOMMUNICATIONS		45	.00	0	450	.00	0	.00	550	550.00	0	
	50 **	OTHER CHARGES		845	.00	0	8450	.00	0	.00	10150	10150.00	0	
	60	MATERIALS & SUPPLIES												
	60 04	REPAIRS & MAINTENANCE		125	.00	0	1250	.00	0	.00	1500	1500.00	0	
	60 **	MATERIALS & SUPPLIES		125	.00	0	1250	.00	0	.00	1500	1500.00	0	
709	** **	MELINDA PUMP STATION		970	.00	0	9700	.00	0	.00	11650	11650.00	0	
70	** **	UTILITIES		2234	579.09	26	22340	17009.83	76	.00	26850	9840.17	63	
DIV	5002	TOTAL *****												
		PUMP STATION		2234	579.09	26	22340	17009.83	76	.00	26850	9840.17	63	

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 29
 ACCOUNTING PERIOD 10/2022

FUND 050 WATER & SEWER FUND			DEPT/DIV 5003 WATER			DEPARTMENT/SPRINGS						
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
70		UTILITIES										
706		MCMINNIS SPRING										
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	800	693.45	87	8000	6140.41	77	.00	9600	3459.59	64
	50 08	TELECOMMUNICATIONS	66	60.62	92	660	487.87	74	.00	800	312.13	61
	50 **	OTHER CHARGES	866	754.07	87	8660	6628.28	77	.00	10400	3771.72	64
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	250	888.81	356	2500	1031.02	41	.00	3000	1968.98	34
	60 14	OTHER OPERATING SUPPLIES	625	551.02	88	6250	5524.36	88	.00	7500	1975.64	74
	60 15	LABORATORY TEST CHEMICALS	250	.00	0	2500	1103.71	44	.00	3000	1896.29	37
	60 **	MATERIALS & SUPPLIES	1125	1439.83	128	11250	7659.09	68	.00	13500	5840.91	57
706	** **	MCMINNIS SPRING	1991	2193.90	110	19910	14287.37	72	.00	23900	9612.63	60
707		REYNOLDS SPRING										
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	1016	.00	0	10160	9289.39	91	.00	12200	2910.61	76
	50 08	TELECOMMUNICATIONS	125	95.17	76	1250	1247.71	100	.00	1500	252.29	83
	50 **	OTHER CHARGES	1141	95.17	8	11410	10537.10	92	.00	13700	3162.90	77
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	250	888.80	356	2500	1579.72	63	.00	3000	1420.28	53
	60 14	OTHER OPERATING SUPPLIES	541	551.03	102	5410	6646.63	123	.00	6500	146.63	102
	60 15	LABORATORY TEST CHEMICALS	250	.00	0	2500	1103.71	44	.00	3000	1896.29	37
	60 **	MATERIALS & SUPPLIES	1041	1439.83	138	10410	9330.06	90	.00	12500	3169.94	75
707	** **	REYNOLDS SPRING	2182	1535.00	70	21820	19867.16	91	.00	26200	6332.84	76
70	** **	UTILITIES	4173	3728.90	89	41730	34154.53	82	.00	50100	15945.47	68
DIV	5003	TOTAL *****										
		SPRINGS	4173	3728.90	89	41730	34154.53	82	.00	50100	15945.47	68

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 30
 ACCOUNTING PERIOD 10/2022

FUND 050 WATER & SEWER FUND			DEPT/DIV 5004 WATER DEPARTMENT/TANKS & INDUSTRIAL METERS			*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT	
70			UTILITIES											
708			TANKS & INDUSTRIAL METERS											
	50		OTHER CHARGES											
	50	02	ELECTRICAL SERVICES	100	37.62	38	1000	648.46	65	.00	1200	551.54	54	
	50	08	TELECOMMUNICATIONS	108	103.75	96	1080	1037.50	96	.00	1300	262.50	80	
	50	**	OTHER CHARGES	208	141.37	68	2080	1685.96	81	.00	2500	814.04	67	
	60		MATERIALS & SUPPLIES											
	60	04	REPAIRS & MAINTENANCE	208	.00	0	2080	.00	0	.00	2500	2500.00	0	
	60	**	MATERIALS & SUPPLIES	208	.00	0	2080	.00	0	.00	2500	2500.00	0	
708	**	**	TANKS & INDUSTRIAL METERS	416	141.37	34	4160	1685.96	41	.00	5000	3314.04	34	
70	**	**	UTILITIES	416	141.37	34	4160	1685.96	41	.00	5000	3314.04	34	
DIV	5004		TOTAL *****											
			TANKS & INDUSTRIAL METERS	416	141.37	34	4160	1685.96	41	.00	5000	3314.04	34	

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 31
 ACCOUNTING PERIOD 10/2022

FUND 050 WATER & SEWER FUND			DEPT/DIV 5010 WATER			DEPARTMENT/WATER CAPITAL OUTLAY						
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
70		UTILITIES										
701		WATER										
81	02	CAPITAL OUTLAY - REPLACE										
81	06	VEHICLE REPLACEMENT	2242	.00	0	22420	.00	0	.00	26910	26910.00	0
81	06	MACHINERY & EQUIPMENT	169362	3600.41	2	1693620	431749.80	26	22573.00	2032350	1578027.20	22
81	22	WATER SYSTEM	0	89774.47	0	0	181082.51	0	.00	0	181082.51	0
81	30	IMPRVMNTS OTHER THAN BLDG	2916	.00	0	29160	38835.00	133	.00	35000	3835.00	111
81	35	MELINDA TANK HPZ	114583	67539.59	59	1145830	697892.61	61	.00	1375000	677107.39	51
81	37	SCADA SYSTEM UPGRADE	3333	.00	0	33330	17900.00	54	.00	40000	22100.00	45
81	40	WTP - ELECTRICAL	0	109491.33	0	0	615318.13	0	.00	0	615318.13	0
81	**	CAPITAL OUTLAY - REPLACE	292436	270405.80	93	2924360	1982778.05	68	22573.00	3509260	1503908.95	57
82		CAPITAL OUTLAY - NEW										
82	22	WATER SYSTEM	0	.00	0	0	405731.00	0	.00	0	405731.00	0
82	30	IMPRVMNTS OTHER THAN BLDG	208	.00	0	2080	.00	0	.00	2500	2500.00	0
82	**	CAPITAL OUTLAY - NEW	208	.00	0	2080	405731.00	9506	.00	2500	403231.00	6229
701	**	** WATER	292644	270405.80	92	2926440	2388509.05	82	22573.00	3511760	1100677.95	69
70	**	** UTILITIES	292644	270405.80	92	2926440	2388509.05	82	22573.00	3511760	1100677.95	69
DIV	5010	TOTAL *****										
		WATER CAPITAL OUTLAY	292644	270405.80	92	2926440	2388509.05	82	22573.00	3511760	1100677.95	69
DEPT	50	TOTAL *****										
		WATER DEPARTMENT	439102	350374.66	80	4391020	3712485.35	85	23343.00	5269510	1533681.65	71

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 32
 ACCOUNTING PERIOD 10/2022

FUND 050 WATER & SEWER FUND			DEPT/DIV 5101 SEWER			DEPARTMENT/OPERATIONS			ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
BA	ELE OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP				
<hr/>												
70		UTILITIES										
702		SEWER										
10		SALARIES AND WAGES										
10 02		REGULAR	41337	43162.16	104	413370	308878.55	75	.00	496050	187171.45	62
10 04		OVERTIME	670	20.09	3	6700	4806.57	72	.00	8050	3243.43	60
10 **		SALARIES AND WAGES	42007	43182.25	103	420070	313685.12	75	.00	504100	190414.88	62
<hr/>												
20		BENEFITS										
20 02		FICA	3216	3115.06	97	32160	22233.70	69	.00	38600	16366.30	58
20 04		VA RETIREMENT SYSTEM	4051	1988.62	49	40510	20530.00	51	.00	48620	28090.00	42
20 06		GROUP MEDICAL INSURANCE	7308	4581.80	63	73080	50406.40	69	.00	87700	37293.60	58
20 08		GROUP LIFE INSURANCE	554	392.24	71	5540	3891.95	70	.00	6650	2758.05	59
20 18		VRS HYBRID EMPLOYER CONTR	0	778.74	0	0	7017.99	0	.00	0	7017.99-	0
20 20		ICMA HYBRID EMPLOYER CONT	0	101.40	0	0	917.14	0	.00	0	917.14-	0
20 **		BENEFITS	15129	10957.86	72	151290	104997.18	69	.00	181570	76572.82	58
<hr/>												
30		CONTRACTUAL SERVICES										
30 08		MAINTENANCE SVC CONTRACTS	875	.00	0	8750	5018.86	57	875.00	10500	4606.14	56
30 14		MISC & PROFESSIONAL SVCS	1666	.00	0	16660	9350.00	56	.00	20000	10650.00	47
30 16		PHYSICALS	125	.00	0	1250	150.00	12	.00	1500	1350.00	10
30 24		R & M GROUNDS, BLDGS, RDS	541	.00	0	5410	1669.91	31	.00	6500	4830.09	26
30 **		CONTRACTUAL SERVICES	3207	.00	0	32070	16188.77	51	875.00	38500	21436.23	44
<hr/>												
50		OTHER CHARGES										
50 02		ELECTRICAL SERVICES	27083	29876.54	110	270830	275295.08	102	.00	325000	49704.92	85
50 04		HEATING SERVICES	291	410.93	141	2910	2317.48	80	.00	3500	1182.52	66
50 08		TELECOMMUNICATIONS	708	610.36	86	7080	8295.88	117	.00	8500	204.12	98
50 10		PROPERTY INSURANCE	760	.00	0	7600	9130.00	120	.00	9130	.00	100
50 12		MOTOR VEHICLE INSURANCE	151	.00	0	1510	1820.00	121	.00	1820	.00	100
50 18		GENERAL LIABILITY INSUR	375	.00	0	3750	4000.00	107	.00	4500	500.00	89
50 24		SUBSISTANCE & LODGING	83	.00	0	830	.00	0	.00	1000	1000.00	0
50 26		CONVENTIONS & EDUCATIONS	250	151.00	60	2500	755.00	30	.00	3000	2245.00	25
50 28		DUES & ASSOC MEMBERSHIPS	41	.00	0	410	.00	0	.00	500	500.00	0
50 30		REFUNDS	25	.00	0	250	.00	0	.00	300	300.00	0
50 32		MISCELLANEOUS	62	.00	0	620	81.83	13	.00	750	668.17	11
50 64		SAMPLE TESTING	916	987.00	108	9160	6538.88	71	.00	11000	4461.12	59
50 66		FEES PAID TO COMMONWEALTH	833	.00	0	8330	10219.00	123	.00	10000	219.00-	102
50 67		SAMPLE TESTING / IN HOUSE	437	.00	0	4370	3976.70	91	.00	5250	1273.30	76
50 68		PROFESSIONAL LICENSES	125	.00	0	1250	580.00	46	.00	1500	920.00	39
50 90		EOP ENVIRON. SAMPLING	416	.00	0	4160	.00	0	.00	5000	5000.00	0
50 **		OTHER CHARGES	32556	32035.83	98	325560	323009.85	99	.00	390750	67740.15	83
<hr/>												
60		MATERIALS & SUPPLIES										
60 02		OFFICE SUPPLIES	504	.00	0	5040	270.18	5	.00	6050	5779.82	5
60 04		REPAIRS & MAINTENANCE	4166	349.36	8	41660	38494.56	92	5136.56	50000	6368.88	87
60 06		FUELS & LUBRICANTS	854	572.46	67	8540	21460.29	251	.00	10250	11210.29-	209
60 08		VEHICLE / EQUIP R&M	333	.00	0	3330	6563.07	197	.43-	4000	2562.64-	164
60 10		UNIFORMS	583	597.62	103	5830	4380.78	75	408.40	7000	2210.82	68
60 11		SAFETY EQUIP & PROGRAMS	416	211.96	51	4160	2320.32	56	.00	5000	2679.68	46
60 14		OTHER OPERATING SUPPLIES	5416	.00	0	54160	55545.44	103	.00	65000	9454.56	86

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 33
 ACCOUNTING PERIOD 10/2022

FUND 050 WATER & SEWER FUND			DEPT/DIV 5101 SEWER DEPARTMENT/OPERATIONS			*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT	
70			UTILITIES											
702			SEWER											
60	24		SMALL TOOLS	125	109.13	87	1250	853.68	68	.00	1500	646.32	57	
60	50		LABORATORY TEST EQUIP	2500	1238.52	50	25000	15613.03	63	.00	30000	14386.97	52	
60	**		MATERIALS & SUPPLIES	14897	3079.05	21	148970	145501.35	98	5544.53	178800	27754.12	85	
70			TRANSFER OUT											
70	05		TO RESERVES	2730	.00	0	27300	.00	0	.00	32770	32770.00	0	
70	**		TRANSFER OUT	2730	.00	0	27300	.00	0	.00	32770	32770.00	0	
91			DEBT SERVICE-2020A											
91	02		PRINCIPAL	6252	.00	0	62520	75030.00	120	.00	75030	.00	100	
91	04		INTEREST	5358	.00	0	53580	64302.43	120	.00	64300	2.43	100	
91	**		DEBT SERVICE-2020A	11610	.00	0	116100	139332.43	120	.00	139330	2.43	100	
702	**	**	SEWER	122136	89254.99	73	1221360	1042714.70	85	6419.53	1465820	416685.77	72	
70	**	**	UTILITIES	122136	89254.99	73	1221360	1042714.70	85	6419.53	1465820	416685.77	72	
DIV	5101		TOTAL *****											
			OPERATIONS	122136	89254.99	73	1221360	1042714.70	85	6419.53	1465820	416685.77	72	

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 34
 ACCOUNTING PERIOD 10/2022

FUND 050 WATER & SEWER FUND			DEPT/DIV 5102 SEWER			DEPARTMENT/PUMP STATION						
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
70		UTILITIES										
705		RIVERVIEW PUMP STATION										
50		OTHER CHARGES										
50	02	ELECTRICAL SERVICES	1083	1000.00	92	10830	7710.05	71	.00	13000	5289.95	59
50	08	TELECOMMUNICATIONS	83	52.29	63	830	529.21	64	.00	1000	470.79	53
50	**	OTHER CHARGES	1166	1052.29	90	11660	8239.26	71	.00	14000	5760.74	59
60		MATERIALS & SUPPLIES										
60	04	REPAIRS & MAINTENANCE	833	.00	0	8330	6438.90	77	.00	10000	3561.10	64
60	**	MATERIALS & SUPPLIES	833	.00	0	8330	6438.90	77	.00	10000	3561.10	64
705	**	RIVERVIEW PUMP STATION	1999	1052.29	53	19990	14678.16	73	.00	24000	9321.84	61
70	**	UTILITIES	1999	1052.29	53	19990	14678.16	73	.00	24000	9321.84	61
DIV	5102	TOTAL ***** PUMP STATION	1999	1052.29	53	19990	14678.16	73	.00	24000	9321.84	61

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 35
 ACCOUNTING PERIOD 10/2022

FUND 050 WATER & SEWER FUND			DEPT/DIV 5110 SEWER DEPARTMENT/SEWER CAPITAL OUTLAY			*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%
BA	ELE	OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT	
SUB	SUB		DESCRIPTION											
70			UTILITIES											
702			SEWER											
81	02		CAPITAL OUTLAY - REPLACE											
81	02		VEHICLE REPLACEMENT	6818	.00	0	68180	.00	0	33188.28	81820	48631.72	41	
81	06		MACHINERY & EQUIPMENT	2000	12369.15	619	20000	14282.90	71	.00	24000	9717.10	60	
81	18		BUILDING	500	.00	0	5000	.00	0	.00	6000	6000.00	0	
81	20		SEWER SYSTEM	0	6825.00	0	0	38890.81	0	.00	0	38890.81	0	
81	30		IMPRVMNTS OTHER THAN BLDG	5625	39660.87	705	56250	39660.87	71	6490.76	67500	21348.37	68	
81	40		ELECTRICAL	119266	4658.00	4	1192660	1115106.13	94	.00	1431200	316093.87	78	
81	**		CAPITAL OUTLAY - REPLACE	134209	63513.02	47	1342090	1207940.71	90	39679.04	1610520	362900.25	78	
82			CAPITAL OUTLAY - NEW											
82	06		MACHINERY & EQUIPMENT	0	.00	0	0	.00	0	158600.00	0	158600.00	0	
82	30		IMPRVMNTS OTHER THAN BLDG	208	.00	0	2080	.00	0	.00	2500	2500.00	0	
82	**		CAPITAL OUTLAY - NEW	208	.00	0	2080	.00	0	158600.00	2500	156100.00	6344	
702	**	**	SEWER	134417	63513.02	47	1344170	1207940.71	90	198279.04	1613020	206800.25	87	
70	**	**	UTILITIES	134417	63513.02	47	1344170	1207940.71	90	198279.04	1613020	206800.25	87	
DIV	5110		TOTAL *****											
			SEWER CAPITAL OUTLAY	134417	63513.02	47	1344170	1207940.71	90	198279.04	1613020	206800.25	87	
DEPT	51		TOTAL *****											
			SEWER DEPARTMENT	258552	153820.30	60	2585520	2265333.57	88	204698.57	3102840	632807.86	80	

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 36
 ACCOUNTING PERIOD 10/2022

FUND 050 WATER & SEWER FUND			DEPT/DIV 5201 DISTRIBUTION & COLLECTION/OPERATIONS										
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%	
SUB		SUB	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
			DESCRIPTION										

71			DISTRIBUTION & COLLECTION										
711			DISTRIBUTION										
10			SALARIES AND WAGES										
10	02		REGULAR	8767	9873.34	113	87670	79082.57	90	.00	105200	26117.43	75
10	04		OVERTIME	266	56.45	21	2660	2247.63	85	.00	3200	952.37	70
10	**		SALARIES AND WAGES	9033	9929.79	110	90330	81330.20	90	.00	108400	27069.80	75
20			BENEFITS										
20	02		FICA	670	731.36	109	6700	5876.84	88	.00	8050	2173.16	73
20	04		VA RETIREMENT SYSTEM	830	228.82	28	8300	3978.12	48	.00	9970	5991.88	40
20	06		GROUP MEDICAL INSURANCE	1791	908.20	51	17910	14428.99	81	.00	21500	7071.01	67
20	08		GROUP LIFE INSURANCE	114	95.52	84	1140	1040.01	91	.00	1370	329.99	76
20	18		VRS HYBRID EMPLOYER CONTR	0	413.16	0	0	3172.64	0	.00	0	3172.64	0
20	20		ICMA HYBRID EMPLOYER CONT	0	56.32	0	0	453.53	0	.00	0	453.53	0
20	**		BENEFITS	3405	2433.38	72	34050	28950.13	85	.00	40890	11939.87	71
30			CONTRACTUAL SERVICES										
30	08		MAINTENANCE SVC CONTRACTS	250	.00	0	2500	344.25	14	.00	3000	2655.75	12
30	16		PHYSICALS	25	.00	0	250	.00	0	.00	300	300.00	0
30	30		GIS MAPPING UPDATES	416	16.74	4	4160	1277.66	31	.00	5000	3722.34	26
30	**		CONTRACTUAL SERVICES	691	16.74	2	6910	1621.91	24	.00	8300	6678.09	20
50			OTHER CHARGES										
50	08		TELECOMMUNICATIONS	25	16.78	67	250	152.76	61	.00	300	147.24	51
50	24		SUBSISTANCE & LODGING	41	.00	0	410	9.40	2	.00	500	490.60	2
50	26		CONVENTIONS & EDUCATIONS	66	.00	0	660	10.00	2	.00	800	790.00	1
50	65		METER TESTING/REPLACEMENT	1250	766.41	61	12500	7440.18	60	.00	15000	7559.82	50
50	76		MISS UTILITY	54	29.92	55	540	244.10	45	.00	650	405.90	38
50	**		OTHER CHARGES	1436	813.11	57	14360	7856.44	55	.00	17250	9393.56	46
60			MATERIALS & SUPPLIES										
60	02		OFFICE SUPPLIES	70	.00	0	700	.00	0	.00	850	850.00	0
60	04		REPAIRS & MAINTENANCE	4166	1617.62	39	41660	36506.37	88	.00	50000	13493.63	73
60	06		FUELS & LUBRICANTS	541	325.00	60	5410	3514.53	65	.00	6500	2985.47	54
60	08		VEHICLE & EQUIP R&M	520	40.36	8	5200	12562.07	242	.23	6250	6312.30	201
60	10		UNIFORMS	216	121.00	56	2160	1153.81	53	.00	2600	1446.19	44
60	11		SAFETY EQUIP & PROGRAMS	108	.00	0	1080	196.29	18	.00	1300	1103.71	15
60	25		SMALL EQUIPMENT	116	.00	0	1160	394.45	34	.00	1400	1005.55	28
60	**		MATERIALS & SUPPLIES	5737	2103.98	37	57370	54327.52	95	.23	68900	14572.25	79
711	**	**	DISTRIBUTION	20302	15297.00	75	203020	174086.20	86	.23	243740	69653.57	71
712			COLLECTION										
10			SALARIES AND WAGES										
10	02		REGULAR	8766	9873.30	113	87660	79082.18	90	.00	105200	26117.82	75
10	04		OVERTIME	266	56.43	21	2660	2247.37	85	.00	3200	952.63	70
10	**		SALARIES AND WAGES	9032	9929.73	110	90320	81329.55	90	.00	108400	27070.45	75

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 37
 ACCOUNTING PERIOD 10/2022

FUND 050 WATER & SEWER FUND			DEPT/DIV 5201 DISTRIBUTION & COLLECTION/OPERATIONS									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****						%
SUB	SUB	ACCOUNT DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT

71		DISTRIBUTION & COLLECTION										
712		COLLECTION										
20		BENEFITS										
20 02		FICA	670	731.24	109	6700	5875.87	88	.00	8050	2174.13	73
20 04		VA RETIREMENT SYSTEM	830	228.82	28	8300	3977.96	48	.00	9970	5992.04	40
20 06		GROUP MEDICAL INSURANCE	1791	908.20	51	17910	14428.98	81	.00	21500	7071.02	67
20 08		GROUP LIFE INSURANCE	114	95.44	84	1140	1039.42	91	.00	1370	330.58	76
20 18		VRS HYBRID EMPLOYER CONTR	0	413.12	0	0	3172.30	0	.00	0	3172.30-	0
20 20		ICMA HYBRID EMPLOYER CONT	0	56.26	0	0	453.09	0	.00	0	453.09-	0
20 **		BENEFITS	3405	2433.08	72	34050	28947.62	85	.00	40890	11942.38	71
30		CONTRACTUAL SERVICES										
30 08		MAINTENANCE SVC CONTRACTS	125	.00	0	1250	1094.25	88	.00	1500	405.75	73
30 16		PHYSICALS	25	.00	0	250	.00	0	.00	300	300.00	0
30 30		GIS MAPPING UPDATES	416	16.74	4	4160	1277.66	31	.00	5000	3722.34	26
30 **		CONTRACTUAL SERVICES	566	16.74	3	5660	2371.91	42	.00	6800	4428.09	35
50		OTHER CHARGES										
50 08		TELECOMMUNICATIONS	25	16.78	67	250	152.77	61	.00	300	147.23	51
50 24		SUBSISTANCE & LODGING	41	.00	0	410	.00	0	.00	500	500.00	0
50 26		CONVENTIONS & EDUCATIONS	66	.00	0	660	.00	0	.00	800	800.00	0
50 76		MISS UTILITY	54	29.93	55	540	244.15	45	.00	650	405.85	38
50 **		OTHER CHARGES	186	46.71	25	1860	396.92	21	.00	2250	1853.08	18
60		MATERIALS & SUPPLIES										
60 02		OFFICE SUPPLIES	70	.00	0	700	.00	0	.00	850	850.00	0
60 04		REPAIRS & MAINTENANCE	2916	508.04	17	29160	22065.35	76	.00	35000	12934.65	63
60 06		FUELS & LUBRICANTS	541	325.00	60	5410	3514.53	65	.00	6500	2985.47	54
60 08		VEHICLE & EQUIP R&M	520	40.36	8	5200	12367.76	238	.23	6250	6117.99-	198
60 10		UNIFORMS	208	121.00	58	2080	1258.28	61	.00	2500	1241.72	50
60 11		SAFETY EQUIP & PROGRAMS	108	.00	0	1080	141.89	13	.00	1300	1158.11	11
60 25		SMALL EQUIPMENT	108	.00	0	1080	404.43	37	.00	1300	895.57	31
60 **		MATERIALS & SUPPLIES	4471	994.40	22	44710	39752.24	89	.23	53700	13947.53	74
81		CAPITAL OUTLAY - REPLACE										
81 30		IMPRVMTS OTHER THAN BLDG	833	.00	0	8330	5796.65	70	.00	10000	4203.35	58
81 **		CAPITAL OUTLAY - REPLACE	833	.00	0	8330	5796.65	70	.00	10000	4203.35	58
712 ** **		COLLECTION	18493	13420.66	73	184930	158594.89	86	.23	222040	63444.88	71
71 ** **		DISTRIBUTION & COLLECTION	38795	28717.66	74	387950	332681.09	86	.46	465780	133098.45	71
DIV 5201		TOTAL ***** OPERATIONS	38795	28717.66	74	387950	332681.09	86	.46	465780	133098.45	71
DEPT 52		TOTAL ***** DISTRIBUTION & COLLECTION	38795	28717.66	74	387950	332681.09	86	.46	465780	133098.45	71
FUND 050		TOTAL ***** WATER & SEWER FUND	739983	537452.39	73	7399830	6345095.50	86	228042.03	8880600	2307462.47	74

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 38
 ACCOUNTING PERIOD 10/2022

FUND 070 COMMUNITY IMPROV FUND			DEPT/DIV 9102 NON DEPARTMENT/NON DEPARTMENT									
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 85	USDA RBEG GRANT	0	.00	0	0	60000.00	0	.00	0	60000.00-	0
	50 **	OTHER CHARGES	0	.00	0	0	60000.00	0	.00	0	60000.00-	0
801 ** **		NON DEPARTMENTAL	0	.00	0	0	60000.00	0	.00	0	60000.00-	0
80 ** **		NON DEPARTMENT	0	.00	0	0	60000.00	0	.00	0	60000.00-	0
DIV 9102		TOTAL *****										
		NON DEPARTMENT	0	.00	0	0	60000.00	0	.00	0	60000.00-	0
DEPT 91		TOTAL *****										
		NON DEPARTMENT	0	.00	0	0	60000.00	0	.00	0	60000.00-	0
FUND 070		TOTAL *****										
		COMMUNITY IMPROV FUND	0	.00	0	0	60000.00	0	.00	0	60000.00-	0

PREPARED 05/05/2022, 14:02:46
 PROGRAM: GM267L
 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
 83% OF YEAR LAPSED

PAGE 39
 ACCOUNTING PERIOD 10/2022

FUND 090 CEMETERY FUND		DEPT/DIV 0000			*****CURRENT*****			*****YEAR-TO-DATE*****			ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
BA SUB	ELE OBJ SUB	ACCOUNT DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP						
60														
603		CEMETERY												
10		SALARIES AND WAGES												
10 02		REGULAR	833	1371.87	165	8330	6735.93	81	.00	10000	3264.07	67		
10 04		OVERTIME	83	318.01	383	830	968.55	117	.00	1000	31.45	97		
10 **		SALARIES AND WAGES	916	1689.88	185	9160	7704.48	84	.00	11000	3295.52	70		
20		BENEFITS												
20 02		FICA	70	108.99	156	700	538.80	77	.00	850	311.20	63		
20 04		VA RETIREMENT SYSTEM	83	.00	0	830	56.35	7	.00	1000	943.65	6		
20 06		GROUP MEDICAL INSURANCE	129	85.58	66	1290	818.29	63	.00	1550	731.71	53		
20 08		GROUP LIFE INSURANCE	16	12.86	80	160	90.22	56	.00	200	109.78	45		
20 18		VRS HYBRID EMPLOYER CONTR	0	82.44	0	0	533.01	0	.00	0	533.01-	0		
20 20		ICMA HYBRID EMPLOYER CONT	0	11.62	0	0	70.75	0	.00	0	70.75-	0		
20 **		BENEFITS	298	301.49	101	2980	2107.42	71	.00	3600	1492.58	59		
30		CONTRACTUAL SERVICES												
30 36		MOWING CONTRACT	2066	.00	0	20660	9750.00	47	.00	24800	15050.00	39		
30 **		CONTRACTUAL SERVICES	2066	.00	0	20660	9750.00	47	.00	24800	15050.00	39		
50		OTHER CHARGES												
50 34		MISCELLANEOUS REIMB	0	.00	0	0	1795.00	0	.00	0	1795.00-	0		
50 **		OTHER CHARGES	0	.00	0	0	1795.00	0	.00	0	1795.00-	0		
60		MATERIALS & SUPPLIES												
60 04		REPAIRS & MAINTENANCE	833	164.96	20	8330	689.73	8	.00	10000	9310.27	7		
60 60		OPENING/CLOSING GRAVES	125	.00	0	1250	500.00	40	.00	1500	1000.00	33		
60 **		MATERIALS & SUPPLIES	958	164.96	17	9580	1189.73	12	.00	11500	10310.27	10		
70		TRANSFER OUT												
70 01		TO CEMETERY RESERVE	2270	.00	0	22700	.00	0	.00	27250	27250.00	0		
70 **		TRANSFER OUT	2270	.00	0	22700	.00	0	.00	27250	27250.00	0		
82		CAPITAL OUTLAY - NEW												
82 06		MACHINERY & EQUIPMENT	0	.00	0	0	4420.00	0	39780.00	0	44200.00-	0		
82 **		CAPITAL OUTLAY - NEW	0	.00	0	0	4420.00	0	39780.00	0	44200.00-	0		
603 ** **		CEMETERY	6508	2156.33	33	65080	26966.63	41	39780.00	78150	11403.37	85		
60 ** **			6508	2156.33	33	65080	26966.63	41	39780.00	78150	11403.37	85		
DIV 0000		TOTAL *****	6508	2156.33	33	65080	26966.63	41	39780.00	78150	11403.37	85		
DEPT 00		TOTAL *****	6508	2156.33	33	65080	26966.63	41	39780.00	78150	11403.37	85		
FUND 090		TOTAL *****	6508	2156.33	33	65080	26966.63	41	39780.00	78150	11403.37	85		
		CEMETERY FUND	6508	2156.33	33	65080	26966.63	41	39780.00	78150	11403.37	85		
GRAND		TOTAL *****	1361625	907917.39	67	13616250	13978153.26	103	920595.84	16341230	1442480.90	91		

Town of Altavista
Investment Deposit Totals
Balance as of April 30, 2022



General Fund Reserves

Money Market Account	4,709,948.38	
Certificate of Deposit	2,946,191.55	
LGIP	5,652,431.07	
Sub-Total		\$ 13,308,571.00

Enterprise Fund Reserves

Money Market Account	230,068.87	
Certificate of Deposit		
LGIP	2,558,634.35	
Sub-Total		\$ 2,788,703.22

Highway Fund

Money Market Account	57,350.00	
Certificate of Deposit	0.00	
LGIP	1,007,198.86	
Sub-Total		\$ 1,064,548.86

Green Hill Cemetery

Money Market Account	75,504.70	
Certificate of Deposit	636,938.93	
LGIP	77,298.26	
Sub-Total		\$ 789,741.89

AEDA

Money Market Account	0.00	
Certificate of Deposit	0.00	
LGIP	245,913.69	
Sub-Total		\$ 245,913.69

Federal Forfeiture Account \$0.00

State Forfeiture Account \$7,944.24

Operating Cash Account \$ 1,311,419.85

Grand Total Investments and Deposits \$ 19,516,842.75

Designated Balance \$ 13,743,612.48

Undesignated Balance \$ 5,773,230.27

DISTRIBUTION OF UNDESIGNATED FUNDS

Policy Money	5,095,522.00
PCB	569,707.59
Accrued Liability	186,161.36
ED remaining balance of \$35,000 (website and marketing)	6,240.00
Earmarked for AOT No Interest Loan Program - Grant (5/11/21)	20,821.44
"Pop-Up" Altavista Funding - Downtown Business Invest Grant	2,764.12
Funds earmarked for items not completed during prior FY	551,265.31
Canoe Launch Site	86,056.17
CIP Items Earmarked for Future Purchase	410,190.00
Park Improvements as designated by Roberta F. Jenks' Estate	44,792.37
Park Improvements	11,300.00
AVOCA Maintenance Funds	172,348.59
Main St Sidewalk Extension Match (VDOT)	187,158.00
Theater Transfer In FY2022 Budget	1,000,000.00
Proceeds from sale of Armory	212,826.00
ARPA Funding - 1st Tranche	1,766,891.00

EARMARKED FUNDS \$ 10,324,043.95

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) 3,211,965

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) 1,883,557

Total Reserve Policy Funds 5,095,522



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 6.B

CONSENT AGENDA

Title: APD Surplus Items

Staff Resource: Tommy Merricks, Altavista Police Chief

Action(s):

Approval of the surplus list as presented.

Explanation:

At their April 26th Work Session, there was a unanimous consensus of Town Council to place this item on the May 10th Consent Agenda for approval of the request by Chief Merricks to declare a list of APD items as surplus.

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment. APD Surplus Items 5.10.22

April 20, 2022

To Gary Shanaberger, Town Manager

From Tommy Merricks, Chief of Police

Re: Request to declare the following items surplus

I am requesting that Town Council declare the following items surplus so they can be disposed of. The items that can be sold, will be sold on Gov.deals.com, and anything that is not sellable will be disposed of properly.

Kustom Golden Eagle Radar-Parts Only

- (5) Sony digital cameras
- (2) Olympus digital voice recorders with assorted cables.
- (2) Citation Holders (wrong size for what we use)
- (4) Maglite d cell flashlights (obsolete)
- (1) Kustom Mobile radar kit KR-10sp (Outdated)
- (5) pelican cases
- (5) assorted ballistic vest carry bags
- (15) assorted body armor panels (dates expired)
- (34) sets of soft armor carriers
- (17) throat groin and shoulder panels (expired date)
- (9) AR 15 handguards
- (2) H and K MP5 Handguards
- (1) Kustom HR-12 portable radar system (outdated)
- (2) Kustom radar Cases (cases only)
- (6) rock river hard rifle cases
- (2) shotgun soft cases (we don't carry shotguns anymore)
- (3) surefire handguards with flashlight
- (3) picatinny rail grips with flashlights
- (2) Pepper-ball Guns – not suitable for use by Force Policy

2016 Ford Explorer – Not a police package, this was the vehicle that the vinyl wrap looked so bad on and did not have a cage. Originally was purchased for an investigator's vehicle.

*** 3 computers

***2 Cellphones

***3 hard drives

***These items were held for evidence in the Commonwealth vs Kenneth I Walsh Case. The prosecuting attorney and Paul Mc Andrews has agreed the items are not needed for evidence. Since they are old and outdated, it is my recommendation that the items be destroyed via a company that Tobie /ITG have done business with discarding the old computers. They are of no value and need to be disposed of. I am disposing of all the other evidence in this case per department policy.

Old radar/sign trailer- it works sporadically and was replaced by a new sign.

I am requesting that Council give me permission to dispose of old uniforms and uniform equipment as needed. Things get put in storage and they tend to pile up. We are working on getting the police department in order and a lot of older things need to be disposed of instead of kept.

I am also requesting that the old body armor and equipment be donated for use in Ukraine. The Lynchburg Sheriff's office was collecting used expired equipment for this purpose.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'T. Merricks', with a stylized flourish at the end.

Tommy Merricks, Chief of Police



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 6.C

CONSENT AGENDA

Title: Town Council Meeting Minutes

Staff Resource: Crystal Hailey, Assistant Town Clerk

Action(s):

After Council review, approve the minutes as presented or amended by Council.

Explanation:

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment 1. Town Council Work Session 3.22.22

Attachment 2. Council extended Work Session 3.29.22

Town Council Work Session, March 22, 2022

The March 2022 Work Session for Altavista’s Town Council was held in Council Chambers of the J.R. Burgess Municipal Building, 510 Seventh Street, on Tuesday, March 22, 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
Dr. Scott Lowman
Mayor Michael Mattox
Mr. Wayne Mitchell

Also Present:

Mr. Gary Shanaberger, Town Manager
Mrs. Tobie Shelton, Treasurer/Finance Director
Mr. Thomas Merricks, APD Chief of Police
Ms. Sharon D. Williams, Community Development Director
Mr. Tom Fore, 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 or concerns in regard to the proposed March 2022 Council Work Session Agenda, to which there were none.

Councilman Tracy Emerson made a motion, seconded by Councilman Tim George, to approve the agenda as presented.

Motion carried:

VOTE:	Dr. Scott Lowman	Yes
	Mr. Tim George	Yes
	Mr. Jay Higginbotham	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Reggie Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

2. Recognitions and Presentations

None scheduled for this date.

3. Citizen’s Time

Mayor Mattox welcomed Ms. Tawala Waller and Mr. Ben Powell, representing K.R.U. (Kids R Us), a non-profit organization operating in the Town of Altavista.

Ms. Waller reminded Council that their organization held a Community Easter Egg Hunt on the grounds behind the Booker Building for three consecutive years until the COVID pandemic forced them to postpone the event for two years. She stated that she was advised by Town Staff to come before Council with their request to resume the event.

Mayor Mattox asked Staff if they had all the information they needed pertaining to this event, to which the Town Manager answered they did.

Ms. Waller confirmed that, if approved, the event would be held on Sunday, April 17th.

Town Council Work Session, March 22, 2022

Councilman Tracy Emerson made a motion, seconded by Vice Mayor Reggie Bennett, to approve the request by Kids R Us (K.R.U.) to utilize the grounds located behind the Booker Building in English Park to hold a Community Easter Egg Hunt event.

Motion carried:

VOTE:	Dr. Scott Lowman	Yes
	Mr. Tim George	Yes
	Mr. Jay Higginbotham	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Reggie Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

4. Items Referred from Previous Meetings

4.1 Information Pertaining to Avoca’s Events Coordinator Position

This information would be received during Item 5.3, budget discussions.

5. Discussion for Items New and Unfinished

5.1 Special Event Permit Request

Karla Powell, representing Anxious 4 Nothing (a skateboard outreach ministry from Bedford, VA), requested Council’s consideration to allow her organization to set up mobile skateboard ramps in the back section of English Park, next to the Eagle Trail parking lot.

Ms. Powell informed Council she had received several requests from children in the Altavista area asking that the outreach ministry come to town. She said Anxious 4 Nothing used qualified instructors that teach skateboarding at all levels and carried the appropriate insurance to hold these events. She stated the organization was a 501C Non-profit and offered the ministry free of charge to the children that attend.

Ms. Powell stated, if approved, the event would take place on Saturday, April 10th, from 3:30-5:30 pm.

Mayor Mattox asked the Town Manager and Department Directors if they needed any additional information from Ms. Powell regarding the request.

Town Manager Gary Shanaberger and APD Chief Tommy Merricks both stated they did not foresee any issues with the requested event.

Public Services Director Tom Fore asked Ms. Powell for confirmation, if approved, which area in English Park the event would take place, to which she replied, the request was to utilize the last parking lot on Eagle Trail, just past the train trestle.

Councilman Tracy Emerson made a motion, seconded by Councilman Scott Lowman, to approve the request by Karla Powell to allow Anxious 4 Nothing, a youth skateboarding ministry, to hold an event at English Park on Saturday, April 10th, from 3:30-5:30pm.

Motion carried:

VOTE:	Dr. Scott Lowman	Yes
	Mr. Tim George	Yes
	Mr. Jay Higginbotham	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Reggie Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

Town Council Work Session, March 22, 2022

5.2 Davenport Presentation – 2022 Town of Altavista Financial Report

Mr. RT Taylor, Davenport, presented Town Council with the final portion of Altavista's 2022 Financial Report. He stated the final analysis, as directed by Town Council, included a Peer Analysis of localities in Altavista's local region, to compare current utility rates.

Mr. Taylor informed Council that Altavista had the second-to-lowest water rates, second only to neighboring Chatham, VA., and the lowest sewer rates of the compared localities. He stated that Altavista was also inline, on average, among their peers pertaining to service availability and service connection fees.

Mayor Mattox asked Town Council if they had any questions for Mr. Taylor pertaining to the 2022 Financial Report presented to the Town of Altavista, to which there were none.

Mayor Mattox thanked Mr. Taylor and Davenport for the good work they continue to do for the Town of Altavista.

Mr. Taylor thanked Town Council and the Town of Altavista for their business relationship with Davenport and for the opportunity to continue serving the town.

Mayor Mattox also shared his appreciation for Mr. Tom Fore, Altavista's Public Services Director, the Public Works and Utilities Departments, and all Town Staff for their work and efforts in keeping the Town of Altavista's utility rates competitive in the local area. He stated it was an asset for the town to be able to promote the low rates to existing industry and potential new industries looking to locate in Altavista.

Vice Mayor Bennett suggested the town inform its utility customers of this information, perhaps in the quarterly newsletter or the town website.

Mrs. Tobie Shelton, Altavista's Finance Director, stated it was too late to add the information to this quarter's newsletter, as they had already been printed and inserted into the utility bills going out that week, but staff would place the information on the website.

5.3 Delivery of the FY2023 Draft Budget and FY2023-2027 Draft Capital Improvement Plan

Altavista's Finance Director Tobie Shelton referenced item 4.1 on the agenda, that was not yet discussed, and asked Council if they wished to address that item first before moving forward, to which they did.

Mrs. Shelton presented Council with the salary information they previously requested for consideration during the budget process, pertaining to the Avoca Events Coordinator position being transitioned from part-time into full-time, at the request of the Avoca Board of Directors.

Mrs. Shelton shared with Council the monetary difference between the position being part-time and full-time. She stated the draft budget included the part-time position for 587 work hours per year, at \$9,900, however, if approved for full-time, would cost the town \$47,808, which included benefits.

Councilman Lowman asked what amount previously the town would contribute to the Altavista Area Chamber of Commerce when the Chamber hosted the Uncle Billy's Day Festival, to which Mrs. Shelton answered \$20,000.

Mayor Mattox asked what monetary amount the Chamber had requested for fiscal year 2023, to which Mrs. Shelton confirmed \$30,000.

Councilman Emerson asked, if approved for full-time, how the Events Coordinator would be divided between the town and Avoca.

Dr. Lowman stated he believed the Avoca Board intended for the position to be split 50/50.

Town Council Work Session, March 22, 2022

Avoca Executive Director Caleb Lafoon stated he was available if Council had questions.

Dr. Lowman informed Council that in previous conversations with Altavista On Track (AOT) and the Chamber of Commerce, they were in favor of the Avoca Board's proposal of this position. He stated an updated job description and other details were not yet determined, waiting on Council's consideration of the proposal/request.

Mr. Lafoon stated, if approved, having a full-time Events Coordinator would allow Avoca to offer more educational events at the museum, as well as expand the number of community events the town offered. He stated the position would include collaboration with other town partners, such as AOT and the Chamber for the added events.

Councilman Mitchell suggested, if the request was approved, the town should require a Memorandum of Understanding (MOU) with Avoca regarding the Events Coordinator being a full-time position and determine the number of hours the person would spend with each organization.

Mr. Mitchell stated it was up to the Town Manager to consider whether the proposed position would fit with the town organization as a whole and, if so, where the person would reside, at Avoca or Town Hall,

Mayor Mattox shared his favor with the idea of the town having an Events Coordinator, however, due to some unfortunate events over the past couple of years with other town partners/organizations, he believed the person should be overseen by the town to ensure accountability, and their office should be located at Town Hall.

Councilman Mitchell stated, if the intent was to approve Avoca's request by the next budget cycle (FY2023), the details of the position needed to be worked out with an MOU. He suggested having a placeholder in the draft budget in case the position was approved.

Town Manager Gary Shanaberger shared his perception of Avoca's request and stated, while the proposal had good merit, he agreed with Councilman Mitchell and stated he believed additional time was needed to consider all of the details of the matter before a final decision was made.

Mr. Shanaberger reminded Council that the Assistant Town Manager was designated as the liaison between the town and Avoca. He stated the new assistant would be onboard in another week and may have considerable insight and input on this matter, however, it was ultimately up to Town Council whether the request should be considered further.

Councilman Higginbotham stated, if approved, he did not believe the position should reside at Town Hall, but at Avoca, so that person could assist with Avoca's multiple events annually, while still collaborating with the town and its other partners on their events.

Vice Mayor Bennett shared his favor with the Events Coordinator being located at Town Hall because it was a "place of neutrality" for the town partners.

Mr. Bennett also suggested the town consider funding the position on a one-year trial basis as an interim. He stated, if the coordinator was productive and successful, the Town Manager could then consider transitioning the position into full-time, and make any adjustments needed to the job description.

Councilman Emerson shared his favor with the town having an Events Coordinator that would oversee all town events for Altavista On Track, the Chamber of Commerce, and Avoca. He stated, no matter where the person's office was, that person would work for the town, not for any one organization/town partner; and would be able to continue moving forward with an event, even if one of the groups was without a Director.

Councilman Lowman stated he considered the \$47,800 as an investment for the town that would be returned in revenue generated from the additional events the town would be able to host by having an Events Coordinator.

Town Council Work Session, March 22, 2022

Councilman George asked for Avoca's thoughts and if the town was considering their request in its intended manner.

Avoca Executive Director Caleb Lafoon stated he believed Council shared a lot of good input and direction. He said, if Council desired, the Avoca Board would be glad to put together a more detailed proposal for consideration.

Mr. Lafoon stated, when the Avoca Board authorized him to present the request to Council, they agreed that Avoca could house the Events Coordinator as well as facilitate the position for the town and town partners. He stated, by sharing volunteers and monetary resources, he believed there would be less volunteer burnout.

Councilman George asked if the existing part-time Avoca position worked at the gift shop.

Mr. Lafoon stated the existing position filled in at the gift shop when volunteers were unavailable. He stated, in the proposal, the full-time position would be responsible for the Avoca Gift Shop, which included facilitating its volunteers. He stated the proposal was "in concept" and the details could be amended.

Mayor Mattox stated he believed the proposed position, if approved, should work directly under the Town Manager. He stated there was a lot of details to consider regarding the request for this position and the Town Manager would need ample time to work through those details, therefore, he asked Council not to rush the process.

Mayor Mattox stated, while Avoca and other town organizations would have authorization to utilize the Events Coordinator, the position would be a town employee, therefore the town would be responsible for that employee. He shared his favor with the position residing at Town Hall, to ensure that revenue from events was accounted for and accurately appropriated.

Councilman Mitchell suggested the Town Manager collaborate with Avoca to discuss the potential details of the position.

Town Manager Gary Shanaberger agreed and stated he believed other town partners needed to be a part of the conversation as well, such as AOT and the Chamber of Commerce. He stated the new Assistant Town Manager would be at Town Hall soon, and since that person would be the liaison between the town and Avoca, they should also be a part of the discussion regarding the proposed Events Coordinator position.

Mayor Mattox asked Council if they had any additional comments or questions pertaining to the item, to which there were none.

There was a consensus of Town Council to postpone consideration of the request until further along in the draft budget discussion process, allowing the Town Manager to consider the request further. The consensus also included authorizing staff to put a "placeholder", in the amount of \$47,800, in the FY2023 Draft Budget and allowing the Town Manager time to consider the matter further before making a decision whether to approve the new position.

Mayor Mattox thanked Mr. Lafoon and Ms. Martin, Avoca Board President, for attending the meeting that evening and sharing their request.

At this time, Finance Director Tobie Shelton moved forward with item 5.3.

Background:

The Town Budget is the process by which Town Council allocates funds for operations and capital improvement items. Once adopted, the budget directs the expenditures of staff.

Mrs. Shelton stated the budget process was one of the most important tasks that Council conducts each year, as it lays out the town's goals and objectives to be achieved during the next fiscal year.

Town Council Work Session, March 22, 2022

Mrs. Shelton presented Town Council, for their consideration, the FY2023 proposed Operations Budget and FY2023-2027 proposed Capital Budget. Over the past few months, Council received and discussed the Capital Improvement Plan proposed for the next five fiscal years, with a focus on FY2023.

Mrs. Shelton gave Council a brief overview of the proposed Operations Budget, beginning with revenues and expenditures. She stated there was no increase in property taxes in FY2023, however the draft did include previously approved water (10%) and sewer (5%) rate increases to meet projected debt service requirements for infrastructure improvements

Mrs. Shelton also shared the following items included in the draft Operations Budget:

- Compensation Adjustment 3.00% increase (place holder)
- VRS Contribution (required) 8.70% increase
- VRS Life Insurance Program 1.34% no change
- Health Insurance Premiums 10.5% increase

Mrs. Shelton stated, after \$9,379,530 of expenditures, \$10,236,760 was expected in revenue, leaving a projected \$857,230 as surplus before CIP.

Mrs. Shelton reminded Council of two requested items that needed to be decided before the budget was finalized/adopted.

- Parks & Recreation Committee request for \$50,000 to utilize at their discretion.
Mrs. Shelton stated this item was not currently funded in the draft budget.
- Avoca’s Events Coordinator, which was currently in the budget as a part-time position, Avoca Board of Directors’ request to transition the position to full-time.

Mrs. Shelton moved forward by sharing the FY2023 Draft CIP Budgets for both the General Fund and Enterprise Fund. She stated the General CIP Budget totaled almost \$1.5 million and had multiple funding sources, with General Fund Revenue being the highest contributor. She reminded Council that a few of the FY2023 CIP budget items were not recurring, but a one-time item; Phase II for the Spark Innovation Center, the Dog Park in English Park, and the Walking/Biking Trail at Lane Access Road.

Mrs. Shelton referenced the Enterprise CIP Budget, which totaled approximately \$7.2 million, and stated the budget would be funded through grants, bonds, Enterprise revenue, and potential new debt. She reminded Council that ARPA grants would be utilized to fund a new utility metering system, McMinnis and Reynolds Spring improvements, and the UV light system at the wastewater facility.

Mrs. Shelton referenced the schedule for the remaining budget process and shared its upcoming dates. She stated there was a lot to accomplish in a short period of time.

- April 12th First Reading of FY2023 Budget
*Designate Public Hearing for May 10th
- April 20th First Public Hearing Advertisement in local newspaper
- April 27th Second Public Hearing Advertisement in newspaper
- May 10th Public Hearing for the FY2023 Proposed Budget
- June 14th Adoption of the FY2023 Budget

Mrs. Shelton thanked Town Staff for their hard work and efforts put forth to draft the FY2023 proposed budget and FY2023-2027 proposed CIP for Council’s consideration. She told Council that staff would be glad to answer any questions Council may have regarding the budget and CIP as presented.

Mayor Mattox referenced the 3% increase for employee compensation and stated, at that time, the number was merely a placeholder, and a percentage would not be determined until Council reviewed the market study and peer analysis from the Berkley Group.

Councilman Mitchell asked if staff had received the peer analysis.

Town Council Work Session, March 22, 2022

Town Manager Gary Shanaberger stated, from a recent conversation with the Berkley Group, he expected to receive the market analysis and peer study by Friday of that week and would send it by email to Town Council. Mr. Shanaberger stated the next agenda item was for Council’s consideration to have an additional work session in order to discuss the study and analysis before the next regular meeting in April.

Mayor Mattox asked Council if they could all attend an additional work session the following Tuesday, March 29th, which they all answered yes. There was a consensus of Council to “extend the current meeting until that date.

Councilman Wayne Mitchell made a motion, seconded by Councilman Tim George, to approve the continuation of the March 22nd Council Work Session until Tuesday, March 29th, starting at 5:00 p.m.

Motion carried:

VOTE:	Dr. Scott Lowman	Yes
	Mr. Tim George	Yes
	Mr. Jay Higginbotham	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Reggie Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

Councilman Mitchell asked Council to also consider including in the draft budget, a \$47,800 placeholder for Avoca’s request for a full-time Events Coordinator. He stated the placeholder would allow the Town Manager additional time to consider the request.

There was a consensus of Council to authorize staff to add a \$47,800 placeholder in the FY2023 Draft Budget for this item.

Councilman Higginbotham referenced the for-mentioned 10% increase in the town’s health insurance. He asked if the town could look at this item for potential savings.

Mrs. Shelton stated that the town was currently on a “low deductible” plan and reminded Council the town’s insurance rates decreased during the previous fiscal year. She stated, per surrounding peers, their insurance rates were also increasing.

Mayor Mattox stated he appreciated Mr. Higginbotham’s question and saving money when possible, but he would like to keep the existing insurance plan as it saved town employees money on their deductibles.

Councilman Emerson asked what the deductible was under the town’s current policy.

Mrs. Shelton stated a town employee had the option of either a \$500 or \$1,000 deductible.

Mr. Emerson shared that his employer, Campbell County Sheriff’s Office, had a \$2,500 deductible for single and \$4,500 for family, so he believed the town’s plan was reasonable.

Mrs. Shelton stated the high deductible plans usually include a Health Savings Plan. She stated the town looked into the option a couple of years ago and found it would cost the town more money to do so.

There were no additional questions or comments regarding the matter.

Mayor Mattox asked if Phase II of the Spark Innovation Center Project was included in the FY2023 Draft Budget, to which Mrs. Shelton stated it was. She stated the \$582,540 allocated in the draft budget under Community Development was all for the Spark project.

Councilman Mitchell asked if staff intended to acquire grants for Phase II of this project, to which the Town Manager confirmed staff would continue their efforts to do so.

Town Council Work Session, March 22, 2022

Councilman Higginbotham asked Council if they believed it was feasible to move forward with Phase II, or if the town should consider waiting until grants were secured.

Councilman Emerson reminded Council of their consensus to move forward with Phase II because material costs were continuing to rise.

Mr. Higginbotham also referenced the Vista Theater Project and asked if the \$1 million was in the budget as well, to which Mrs. Shelton stated the \$1 million that Council approved for the theater was allocated for the project in Reserves.

Councilman George asked if ARPA funds (American Rescue Plan Act) could be used for the Vista Theater Project to replace the old roof and front façade.

Mrs. Shelton stated \$460,000 of the town's ARPA allowance was used to finish out the Spark Innovation Center Project, but none had been designated for the Vista Theater Project. She reminded Council of their approval to use the remaining ARPA funds for improvements to the town's infrastructure.

Mayor Mattox asked Council if they had any additional questions, to which there were none. He thanked Mrs. Shelton for her work on the town budget and also the day-to-day work she does. He also thanked Town Staff for the hard work they do for the town.

5.4 Consideration of "Special-called" Budget Meeting

Background:

During the budget process for the next/upcoming fiscal year, Council may elect to schedule additional meetings to allow themselves more time to discuss the draft budget and proposed CIP items.

This item was referenced earlier in the meeting, resulting in an approval by Town Council to continue their March 22nd Work Session on Tuesday, March 29th at 5pm, for further review and consideration of the FY2023 Draft Budget and CIP.

6. Updates and Informational Items

6.1 Boundary-line Adjustment for Dearing Ford Industrial Park

Town Manager Gary Shanaberger thanked Town Attorney John Eller for his assistance and working with Campbell County Attorney, Trip Eisenhower, on this matter. He then shared the project's progress and stated Campbell County had a timeline for completion of the boundary-line adjustment, however, with the town's recent addition of eighty-nine acres to the property, the town was required to conduct a new survey and obtain an updated plat.

Mr. Shanaberger informed Council that Staff released an RFP for the work and received two quotes, Hurt & Proffitt and Peed & Bortz. He stated, while Peed & Bortz was \$1,000 less than Hurt & Proffitt, their timeframe for completion was four weeks longer. He informed Council there was money in the budget to cover the cost of the survey and asked for Council's consideration to authorize staff to move forward with the survey process.

Mayor Mattox asked the Town Attorney, John Eller, if it was worth \$1,000 to wait four additional weeks for Peed & Bortz to do the work.

Mr. Eller stated the decision would be up to Council, but the sooner they decided, the better. He informed Council that the Campbell County Board of Supervisors would be presented with the item on April 5th, and if approved, the Altavista Town Council would consider the item at their April 12th meeting, with the potential for a Public Hearing on May 10th.

Town Council Work Session, March 22, 2022

With no further discussion on the matter, Councilman Higginbotham made a motion, seconded by Councilman Emerson, to accept staff’s recommendation and authorize the Town Manager and Town Attorney to move forward in the boundary-line adjustment process by contracting Hurt & Proffitt to conduct a new survey of the Dearing Ford Industrial Park, to include the additional eighty-nine acres of land recently purchased.

Motion carried:

VOTE:	Dr. Scott Lowman	Yes
	Mr. Tim George	Yes
	Mr. Jay Higginbotham	Yes
	Mayor Mike Mattox	Yes
	Vice Mayor Reggie Bennett	Yes
	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes

- Town Manager Gary Shanaberger referenced the Dearing Ford Industrial Park and stated, once the fore-mentioned boundary-line adjustment process was complete, Town Staff would move forward with zoning the property.
- Mr. Shanaberger also informed Council that, during a recent visit accompanying AEDA Chairman Bill Gillespie to Graham Packaging, the Plant Manager, Jason Hall, extended an invitation to the entire AEDA Committee and Town Council to tour the facility. He stated a date for the tour was tentatively scheduled for Tuesday, April 26th, at 10:15am.

7. Matters from Council

Mayor Mattox asked Council if they had any additional comments or items for discussion.

- Councilman Lowman referenced a previous conversation by Council regarding an old fire truck they considered purchasing for the new Spark Innovation Center. He stated the owner recently inquired if Council was still interested in the truck for \$3,500.

Council Mitchell stated, with the town unable to have the truck outside of the Spark Center for visual interest, the only other use he could think of would be to use it to clear mud from the boat ramp after storms, which was usually done by the fire company.

Councilman Emerson suggested asking the owner to donate the truck to the town as a tax write-off, and the town could showcase parts of the truck inside the new Spark Innovation Center, which was once a firehouse.

- Councilman Emerson referenced the Compensation Market Study and Peer Analysis that The Berkley Group was conducting for the town. He informed Council that Campbell County was considering a pay increase for their employees and, if approved, the town would need to consider doing the same, once they received the study and analysis for review and consideration.
- Councilman Mitchell thanked Town Staff for the work they do. He stated the town had a lot of “neat” projects in the works and he was proud to live in Altavista.
- Mayor Mattox referenced the Booker Building in English Park and stated he believed the facility would be a wonderful place for a “Food Court.” He asked Council to consider discussing the option at a future date.

8. 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,

Town Council Work Session, March 22, 2022

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

Section 2.2-3711 (A)(5) regarding discussion concerning a prospective business or industry or the expansion of an existing industry where no previous announcement has been made of the business or industry’s interest in locating or expanding its facilities in the community.

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.

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

Motion carried.

VOTE:	Dr. Scott Lowman	Yes	Mayor Michael Mattox	Yes
	Mr. Tim George	Yes	Vice Mayor Bennett	Yes
	Mr. Jay Higginbotham	Yes	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes		

Town Council went into Closed Session at 6:13 PM.
Notice was given that Council was back in regular session at 6:40 PM.

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	Mayor Michael Mattox	Yes
	Mr. Tim George	Yes	Vice Mayor Bennett	Yes
	Mr. Jay Higginbotham	Yes	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes		

With a motion made by Councilman Jay Higginbotham and seconded by Councilman Wayne Mitchell, Town Council voted 7-0 in favor of reappointing Marie Mitchell to the Altavista Planning Commission for another four-year term, ending April 30th, 2026.

9. Adjournment

Mayor Mattox asked if there were any additional comments or concerns from Town Council, to which there were none. He adjourned this portion of the meeting at 6:48 PM, to be resumed at the continued work session on Tuesday, March 29th.

Michael E. Mattox, Mayor of Altavista

Gary Shanaberger, Town Manager/Town Clerk

Town Council’s March 29th, 2022, Work Session – continued from March 22nd Work Session

The March 29th, 2022, Town Council “continued” Work Session was held in Council Chambers of the J.R. Burgess Municipal Building, 510 Seventh Street, on Tuesday, March 29th, 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
Dr. Scott Lowman
Mayor Michael Mattox
Mr. Wayne Mitchell

Also Present:

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

1. Agenda Adoption

The adoption of the March 22nd Work Session covers this work session, as it was a continuation of that meeting. With a motion made by Councilman Tracy Emerson, and seconded by Councilman Tim George, the agenda was approved that evening with a 7-0 vote.

2. Citizen’s Time

There were no citizen comments on this date.

3. Recognitions and Presentations

▪ Employee Compensation Market Study and Peer Analysis

Background:

During their December 2021 Regular Meeting, Town Council asked Staff to advertise RFPs to firms that would conduct a Compensation Study and Peer Analysis for the Town of Altavista. At the January 2022 Council Meeting, Staff informed Council that the Berkley Group was the only respondent to the RFP. Council then authorized Staff to move forward and award the task to The Berkley Group.

Mayor Mattox welcomed Margaret Smith and Beth McDaniel, with The Berkley Group, to present Council with the results of the market study and peer analysis.

Ms. Smith and Ms. McDaniel presented Council with an overview of what the town had asked for, and the results of the market study and peer analysis. Ms. Smith started by sharing some of the “goals” the town identified as desired results from the study.

- Attract and retain a qualified workforce
- Understand the current pay system’s position in relation to the regional market
- Pay Systems that are competitive, while balancing fiscal responsibility
- Individual pay that reflects the value of employees, their work, and their commitment to the Town
- Ensure that paid time off policies and practices are aligned with comparable organizations

Ms. Smith continued and shared the town’s foundational principals for conducting the compensation study.

Competitiveness:

- Match the market rather than lag or lead
- Generally, pay components between 95% and 105% of market averages indicates a competitive system.
*In a tight labor market, individual pay below 100% of the market average pay puts the Town at risk of losing experienced employees.
**Pay ranges that are less than 95% of market averages may result in difficulty attracting, recruiting, and retaining qualified candidates.

Awareness:

- Available labor – the days of large applicant pools are gone
- Social “contract” expected by newer workers is very different
- Value and desirability of benefits have eroded

Compliance:

- Ensure that the pay structure accommodates the mandated minimum wage increase, effective on January 1, 2023; and is flexible enough for future increases
*Commonwealth of Virginia minimum wage will increase to \$12 per hour

Ms. Smith continued and shared a brief overview of the market study process and how the Berkley Group gathers and develops the data to best help the town meet their goals. She stated the Berkley Group collaborates with Town Staff throughout the entire process.

Ms. Smith stated, along with Town Staff, the Berkley Group established a list of regional employers that were the town’s most likely competitors for employee applicants.

Town of Amherst	Amherst County
Campbell County	Chatham
Town of Bedford	Bedford County
Gretna	Lynchburg
Danville	Pittsylvania County
Amherst County Utility Services	Campbell County Utilities & Service
Authority	Authority
Bedford Regional Water Authority	Business & Learning Resources

Ms. Smith stated the listed employers were either the same or similar in nature to the Town of Altavista, which produced a sufficient amount of data to conduct the study with valid results for comparison.

Ms. Smith informed Council that 51% of the town’s jobs were at least 10% below the average minimum, mainly due to Altavista’s Pay Structure lagging the current market in both minimum and maximum pay ranges. She stated the town’s individual pay scale also lagged the market average actual pay.

Ms. Smith stated the Berkley Group recommended the Town of Altavista take a “multi-step approach, starting with assigning town jobs to a more competitive pay grade. She stated the town could also consider providing a general wage increase, with further adjustments if needed to align specific employee pay with market average pay.

Ms. Smith continued and shared that 58% of town employees were paid less than market average. She stated that percentage had a lot of variables to consider, such as time of service She named a few positions that “generally” do lag the market in pay, such as bus drivers, street and ground employees, department directors, and law enforcement.

Ms. Smith stated there were unique challenges currently facing law enforcement, such as societal pressures, negative media, and varying public support, that result in high turnover

Town Council's March 29th, 2022, Work Session – continued from March 22nd Work Session

rates and few applicants. She stated the Berkley Group recommended incentives for Certified Officers, as well as structural changes to assure predictable pay advancements.

Ms. Smith paused her presentation to asked if Council had any questions at that time.

Councilman Mitchell stated he noticed the study mostly compared other municipalities and asked if there were any private comparisons the town was also competing with.

Ms. Smith stated there was a small amount of data available pertaining to the private sector, but for the most part, they were unable to acquire much of that information for comparison.

Councilman George asked if VDOT was used as a comparison for this study, to which Ms. Smith answered they were not. She stated, while VDOT was a strong competitor for employers across the state, The Berkley Group wanted to keep the data regional to Altavista. She also said that VDOT had been unwilling to share their compensation data.

With not other questions at that time, Ms. Smith continued her presentation.

Ms. Smith stated the Berkley Group was also asked by the town to include paid time off and given holidays in the market study. She stated, while Altavista offered 40 hours of paid leave/vacation annually after an employees' first six months, the market average was 97 hours; after the first year, 80 hours to the market's 97 hours, and at the five-year anniversary, 104 hours to the market's 125 hours on average.

Ms. Smith informed Council that Altavista was considerably lower than the market average for how many hours of leave an employee could carry over from one year to the next: Altavista 80 hours vs. 225 hours as the market average. She stated the town was also lower in the number of holidays observed: Altavista gave 10 holidays off with pay, while the market average was 13.7, and the state gave 13.5 paid holidays.

Ms. Smith referenced the option of "retiree medical coverage" and stated, while Altavista did not currently have the option, the respondents of the study offered it either fully or partially until Medicare was available to the retired employee.

Ms. Smith stated that the Town Manager, Gary Shanaberger, also asked the Berkley Group to look into another benefit some law enforcement agencies offer, "take-home vehicles". She stated, out of ten respondents of the study, three organizations did not allow take-home vehicles, six of them did allow it if the officer lived within a certain distance of work, and one offered the benefit of a take-home vehicle without restrictions.

Mayor Mattox stated that the Town of Altavista did offer the benefit of having a take-home vehicle if an officer lived within town limits. He stated the town offered the benefit to encourage officers to live in Altavista.

Chief Merricks confirmed the Mayor's statement and stated, at that time, the town did not employee any officers that lived in Altavista.

Councilman George asked Chief Merricks if an officer received a stipend for living within town limits, to which Chief Merricks answered yes, \$1,500 per year.

Ms. Smith shared The Berkley Group's recommendations for the town to consider when tailoring their pay structure to fit Altavista's goals, culture, and internal equity.

- Use current pay structure, but start positions higher in "grade" in order to meet the market's minimum
- Assign jobs to competitive pay ranges and bring employee pay to new minimum, if current pay is below
- Provide a competitive general wage increase (COLA: cost-of-living adjustment)
- Address individual employee pay that still lags the market

Town Council's March 29th, 2022, Work Session – continued from March 22nd Work Session

Councilman Higginbotham asked if “overtime pay” was factored into the presented results.

Ms. Smith answered it was not, only base-pay was considered for the study. She stated, while overtime is an added opportunity for employees to make more money, it was not guaranteed, therefore the study focused on a 40hr per week/52 weeks per year schedule.

Ms. Smith shared the “next steps” from The Berkley Group’s recommendations.

Step 1: Revise the Structure

- Compare market minimums to pay structure
- Assign jobs to a competitive pay grade based on average market minimums and maximums
- Bring all employees’ pay to minimum of new pay range, if current pay is below

Ms. Smith stated, for Altavista, the cost to do so would be approximately \$62,000. She stated almost half of the town’s workforce (26 employees) would receive an adjustment to minimum pay. She stated there were 16 vacant positions that may also fit that category if hired, so the town would need to take that into consideration during the budget process.

Councilman Higginbotham questioned the town currently having sixteen vacant positions.

Ms. McDaniel stated the positions were considered “job titles” and that number could include positions that were no longer needed, thus the reason for the vacancy.

Mayor Mattox poled Town Directors for the number of positions that were currently vacant in their departments.

Tobie Shelton, Finance Director, stated her office was full, with no vacancies at that time.

APD Chief Merricks stated he had two cadets in the academy and was one officer down but had a potential to replace that position very soon.

Public Services Director Tom Fore stated, including the Wastewater Treatment Plant being down one employee, his departments were down six employees all together.

Mr. Fore stated the fore-mentioned town vacancies included titles such as Public Works Director and Utilities Director, to which were combined to create one director over public services. He stated there were also other positions/titles that were no longer used by the town and that may be why the vacant number was high.

Ms. Smith reminded Council, while the vacancy number may be revised to reflect positions that needed to be removed because they were no longer used, the town’s budget would not be affected unless one of the vacancies was filled.

Ms. Smith stated the town needed to determine whether it was more cost efficient to continue paying overtime or fill a vacant position, while considering how long an employee could sustain working overtime hours efficiently.

Councilman Emerson stated, in current times, it had become harder to get job applicants.

Vice Mayor Bennett stated he believed people were becoming more favorable to having a better “quality of life” and time off with their families and/or hobbies by working a 40-hour week with a proper wage, than trying to earn more money by working overtime.

Ms. Smith agreed and stated she believed the COVID pandemic accelerated that “want of flexibility and balance” for most people.

Step 2: Common Increase to All Employees

- Award a general increase to all employees
 - Helps maintain competitiveness within the region
 - A general increase advances current employee pay away from the minimum of the range

Ms. Smith stated implementing a general wage increase would, not only move employee pay away from the minimum market average, but also help the town stay competitive in the job market. She said, due to recent inflation, a lot of organizations, including the State, were considering a general wage increase starting at 5% or higher.

Councilman George asked if The Berkley Group had a recommendation to the town for what percentage to use if a general wage increase was approved.

Ms. Smith stated the decision was up to Town Council. She stated the percentage would need to be based on what was most feasible for the town, but the higher the percentage, the more competitive the town would be among other employers with job applicants.

Step 3: Consider Market Adjustments

- Compare resulting pay and consider additional market adjustments to bring individual pay in better alignment with market averages; also considering years of service
- Review for pay equity and consider individual adjustments for similarly situated employees

Ms. Smith stated, if the town moved positions up in pay grade, implemented a general wage increase, and were still under or at the market minimum for employees with several years of service, the town may want to consider an additional measure for those individuals.

Ms. Smith concluded the compensation market study and peer analysis presentation and stated the town's next step would be to consider the market study results and discussion to develop a plan that was feasible under the town's budget.

Councilman Higginbotham asked what it would cost the town to implement a general wage increase to all town employees.

Ms. Smith answered approximately \$24,000 per percentage point.

Altavista's Finance Director Tobie Shelton stated the amount was \$34,000 with benefits.

Mr. Higginbotham asked if that number included the FY2023 increase to health insurance premiums, to which Mrs. Shelton answered it did.

Councilman Mitchell asked what percentage for a wage increase was used as a placeholder in the FY2023 Draft Budget, to which Mrs. Shelton answered 3%.

Councilman Lowman stated, if the town approved a 3% wage increase and the state and other organizations compared to in the study also implemented a 3% or more increase, the town would continue its current situation of being under the market average. He stated the town would need to implement at least an 8% increase to stay competitive.

Ms. Smith stated it was smart to look at, not only catching up with the market's average on wages, but also what to do to stay caught up.

Councilman Emerson stated his employer was discussing giving a 5% wage increase and also a bonus to long-term employees of \$100 per year for each year of service as a way to combat the compression issues of a general (across-the-board) wage increase.

Ms. Smith stated that Altavista could consider doing the same, however there were a lot of variables to consider. She cautioned Council that a locality should never give an over-proportioned amount of funds/resources to long-term employees at the expense of not being able to hire new ones.

Town Council's March 29th, 2022, Work Session – continued from March 22nd Work Session

Ms. Smith stated, after a general wage increase is implemented, the town could consider giving a “bonus” to employees with twenty-plus years of service, in order to combat potential compression issues.

Councilman Emerson shared his opinion that wages/bonuses for police officers should be considered separately/differently than other town employees. He stated, if the county approved giving their officers a pay increase that following week, and the town only gives its officers the same increase as other town employees, the town would still be behind in the job market for public safety officers.

Ms. Smith stated, there were a variety of ways to do so, and although she was not a fan of a “step-system” pay structure, a lot of localities were using, or were going to, a step-system for their public safety officers. She said some localities start their officers at a higher starting rate than others to be more competitive and market sensitive.

Ms. Smith stated, concerning employee compensation and how to stay competitive in the job market, it was smart to use a combination of strategies between revised pay ranges, market adjustments, and individual adjustments. She said it was also important to target resources where they would be the most affective and feasible for the town.

Mayor Mattox shared his favor with how the school system substantially increased the pay of employees for the last two years of service before retirement because it favorably affected their VRS. He stated he believed it helped retain employees.

Ms. Smith stated that method could be considered two ways: either a person stayed until they were retirement age to be able to take advantage of the two years of increased pay, or they leave to find employment that offered higher pay or bonuses.

Ms. Smith reminded Council that it was hard to please everyone, all the time, and it was a balancing act for localities to maintain a feasible pay structure and retaining good employees, which was why The Berkley Group recommended using a combination of actions to implement the best overall plan for the town.

Councilman Emerson asked Ms. Smith if she believed the town should address this matter sooner rather than later.

Ms. Smith answered yes, so the town could be more competitive in the job market when recruiting new employees, and to help retain its existing employees. She said there were more jobs vacant now than there were just two years ago, so the current workforce had more options available.

Mayor Mattox asked Council if they had any additional questions regarding the employee compensation market study presented by The Berkley Group, to which there were none.

Mayor Mattox asked Town Staff if they had any questions or comments.

Public Services Director Tom Fore referenced the town's (16) vacant positions that Ms. Smith spoke of earlier in her presentation. He stated, while there was Class IV, III, and II Operators listed as positions for the Water Plant, his current staff at the Water Plant were all Class I Operators, which was what the town strived for their operators to be. Mr. Fore stated this was one of the reasons the town showed such a high number in vacancies.

Ms. Smith said the town spends a lot of time and money training their Class I Operators, so they need to be paid competitively so that they stay with the town. She stated that employees will ultimately do what is best for them and their families, so a fair wage is needed to retain them and keep them from considering other employment.

Mayor Mattox asked the Town Manager and Finance Director for their input on the matter.

Town Council's March 29th, 2022, Work Session – continued from March 22nd Work Session

Town Manager Gary Shanaberger suggested Council continue the work session on the following Tuesday and/or Thursday, so a final draft budget could be ready for the April 12th regular meeting deadline.

Mr. Shanaberger stated he believed The Berkley Group provided the Town of Altavista with a good plan to work with. He also shared his appreciation for Council's input. He stated that he would work with Mrs. Shelton, Mr. Fore, and Chief Merricks to develop a plan for their departments that would be fair to employees and feasible for the town.

Mr. Shanaberger stated, if Council approved of a continued work session, he and the fore-mentioned department directors would work together to have a draft completed and forwarded to Council for review before the meeting.

Mayor Mattox asked APD Chief Tommy Merricks for his thoughts on the matter.

Chief Merricks stated, concerning his department, giving his officers only a minimum wage increase would definitely cause "compression" within the department. He stated he would appreciate anything Council could do to deter that in regard to pay increases.

Vice Mayor Bennett stated, when he worked in the private sector, his employer conducted a wage and benefit survey every year with similar employers in the surrounding area. He asked Ms. Smith how often a municipality should conduct such a survey/analysis.

Ms. Smith shared her favor in accessing the matter "every year". She stated there were tools sponsored by the Institute of Government, to help localities with this task. She stated it would be wise to take a more comprehensive look at employee compensation every three to five years to stay competitive in the job market.

Vice Mayor Bennett concurred with Ms. Smith and recommended to Council to allow Town Staff to take a more aggressive approach in keeping the Town of Altavista's employee wages and benefits in line with the current job market.

There was a unanimous consensus of Town Council to do so.

Ms. Smith concluded by informing Council there were definitions at the end of the presented document to help with understanding the terminology used in the study.

Mayor Mattox asked Mrs. Shelton, Finance Director, for the amount of surplus, if any, was listed in the draft of the proposed FY2023 Budget.

Mrs. Shelton explained to Council there was a total surplus a little over \$800,000, split between the Enterprise Fund at \$450,000 and the General Fund at \$350,000, neither of which included CIP items.

Mrs. Shelton stated, while the Enterprise Fund would show a surplus of \$65,000 after CIP, the total General Fund CIP was almost \$1.5 million and would take a transfer-in from Reserves of approximately \$800,000 to balance the budget. She reminded Council that Phase II of the Spark Innovation Center Project was \$600,000 of the FY2023 proposed CIP but was a one-time expense to complete the project.

Mayor Mattox reminded Council that material costs were no going to be any cheaper and shared his favor with keeping Phase II of the Spark project in the budget to get the item completed and off of the town's project list.

Mayor Mattox asked the Town Manager if he believed Council could complete the budget process at the proposed Tuesday, April 5th work session.

Town Manager Gary Shanaberger answered he did believe the task could be accomplished and completed on Tuesday and if not, a Thursday, April 7th meeting could be scheduled. He stated he would have an employee compensation proposal ready for Council's review that evening, but Council still needed to discuss other items in the proposed budget.

Town Council's March 29th, 2022, Work Session – continued from March 22nd Work Session

There was a unanimous consensus of Council to continue that evening's work session on Tuesday, April 5th at 5pm.

Councilman Emerson suggested that Town Council offer the Town Manager a “number” (percentage rate) to work with when developing his wage increase proposal.

Mr. Shanaberger stated pay for entry-level positions needed to be looked at, as well as the police department because of the competitive market in that job field. He also stated there were ten employees that had been with the town for twenty or more years but were not up to the minimum market wage rate and he believed those salaries needed attention. He stated after that, an across-the-board wage increase would be accessed.

Mr. Shanaberger shared his favor in evaluating employee compensation each year during Council's budget discussions, not only to stay competitive in the job market but to also help retain existing employees.

Ms. Smith stated, during the initial process of the compensation study, the Town Manager also found that the job description for some town positions needed to be updated, so moving forward, the task of accessing wages against the current job market would be easier

Vice Mayor Bennett reminded Council of the current 8-9% inflation and the town's wages were behind the market. He recommended a 10% wage increase across-the-board.

Finance Director Tobie Shelton shared with Council how a 10% wage increase would affect the budget. She stated, if the proposed CIP remained the same and the 10% wage increase was implemented, it would require a \$952,000 transfer from Reserves to the General Fund to balance the FY2023 proposed budget. She stated, of that amount, \$600,000 was for the Spark project, \$70,000 was for a dog park, and another \$75,000 allocated to complete a trail.

Mrs. Shelton stated, regarding the Enterprise Fund and keeping CIP the same as proposed with a 10% wage increase, would only require a transfer from Reserves of \$29,000.

Councilman Lowman referenced the town's recent financial report by Davenport and asked if historical data, such as revenue growth, was considered during the budget process.

Mrs. Shelton stated she did consider revenue growth as part of the balancing process. She stated she looked at the previous three years of historical data to do so.

Dr. Lowman also asked if the town ever considered raising utility rates to help balance the budget.

Mrs. Shelton reminded Council of the utility rate increases implemented two years prior to help cover the cost of infrastructure improvements, which had not been done in fifty years.

Vice Mayor Bennett asked if real estate, personal property, or machinery taxes had ever been increased.

Mrs. Shelton stated that personal property and machinery & tools taxes had been \$2 per every \$100 of assessed value the entire time of her 22 years employment with the town. She stated real estate tax had previously been .20 and was currently .08 of the assessed value, which according to the recent Davenport study, was one of the lowest in the area.

Mayor Mattox stated he would greatly appreciate department directors reassessing their proposed CIP items to determine if any could be deleted or postponed a year or two in order to help balance the budget without using reserve funds.

Councilman Emerson suggested Council allow Mrs. Shelton and the Town Manager to use 10% as a starting point to calculate wage increases for town employees and bring the draft plan to Council at the proposed continued work session the following Tuesday.

Town Council's March 29th, 2022, Work Session – continued from March 22nd Work Session

Mrs. Shelton asked for confirmation if Councilman Emerson's suggestion was not for a 10% across-the-board wage increase, but using the dollar amount of that total to develop a plan that would distribute the amount to affectively bring town employee wages closer to the current market rates, to which Mr. Emerson concurred.

There was a consensus of Council to do so.

Councilman Higginbotham referenced that the Berkley's market study included the cities of Lynchburg and Danville and questioned if that was appropriate since Altavista was a town, not a city.

Ms. Smith informed Council that the only jobs considered from Danville were public safety positions. She also stated that the transit bus system in Lynchburg was not included because it was a separate entity from the city. Ms. Smith stated the study could be revised to exclude Danville police officers.

Councilman Emerson stated he believed the data gathered for the study was from local employers that were the Town of Altavista's competition in the job market.

Mayor Mattox asked for Council's input and there was a consensus of Council to keep the current study without removing any data.

Councilman Mitchell referenced a previous peer analysis completed by the town regarding employee wages. He stated that he was disappointed to find out from the Berkley study that the Town of Altavista was still as far behind in market minimums as they were.

Mr. Mitchell shared his favor with the Town Manager's recommendation for town employee wages being part of the town's budget discussions every year. He stated wage increases should not only be intended to retain employees but also to attract applicants when needed.

Mr. Mitchell also stated, with Altavista's Public Works Department currently being understaffed, it might be more feasible to consider outsourcing small tasks, such as grass mowing, to outside contractors. He asked Council to consider allowing staff to bring back any such tasks that might could be considered for outsourcing, to which Council concurred.

There were no further comments or questions from Town Council or Town Staff regarding the market study and peer analysis for employee compensation from The Berkley Group.

Mayor Mattox and Council thanked Ms. Smith and Ms. McDaniel for their time.

4. Items Referred from Previous Meetings

- Continued discussion pertaining to the FY2023 Draft Budget and FY2023-2027 Draft CIP. This item was postponed until the following Tuesday at the continued work session.

5. Matters/Updates from Town Staff

There were no additional matters from staff.

6. Matters from Town Council

Mayor Mattox asked Council if they had any additional questions, comments, or concerns, to which there were none.

Town Council’s March 29th, 2022, Work Session – continued from March 22nd Work Session

7. Closed Session

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

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

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

Motion carried.

VOTE:	Dr. Scott Lowman	Yes	Mayor Michael Mattox	Yes
	Mr. Tim George	Yes	Vice Mayor Bennett	Yes
	Mr. Jay Higginbotham	Yes	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes		

Town Council went into Closed Session at 6:58 PM.
Notice was given that Council was back in regular session at 7:03 PM.

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	Mayor Michael Mattox	Yes
	Mr. Tim George	Yes	Vice Mayor Bennett	Yes
	Mr. Jay Higginbotham	Yes	Mr. Tracy Emerson	Yes
	Mr. Wayne Mitchell	Yes		

Notice was given by the Town Manager that there were no actions taken by Council from this closed session.

8. Adjournment

Mayor Mattox asked if there were any additional comments or concerns from Town Council, to which there were none. He adjourned this portion of the meeting at 7:05 PM, to be resumed at the continued work session on Tuesday, April 5th.

Michael E. Mattox, Mayor of Altavista

Gary Shanaberger, Town Clerk/Town Manager



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 7.A

PUBLIC HEARING(S)

Title: FY2023 Budget / FY2023-2027 Capital Improvement Program

Staff Resource: Tobie Shelton, Director of Finance and Administration

Action(s):

Hold a public hearing to allow citizens an opportunity to make comment on any matter pertaining to the FY2023 Budget and the FY2023-2027 Capital Improvement Plan. Additional discussion among Council can be held later during this meeting, as well as the May 24th work session, if needed. Approval of the Budget/CIP is scheduled for Council's June 14, 2022, Regular Meeting.

Explanation:

Tonight will be an opportunity for the public to comment on the Proposed FY2023 Budget and the FY2023-2027 Capital Improvement Program (CIP). Following the public hearing, Council will have an opportunity to consider the comments before final adoption of the budget. Should Council have items that they need to discuss, the May 25th Work Session can be utilized for this purpose. No motion will be needed at this time in regard to adoption of the proposed budget. Staff will be seeking adoption of the FY2023 Budget and the FY2023-2027 Capital Improvement Program (CIP) at the regular Town Council meeting on June 14th.

Background:

Based on past discussions by Town Council, the total advertised budget overview is below:

Total Budget Breakdown:

Total Revenue: \$18,262,980 Total Expenditures: \$18,262,980 (includes a surplus of \$137,850)

General Fund:	\$ 6,041,770
Enterprise Fund:	\$11,344,440 (includes surplus of \$137,850)
Highway Maintenance Fund:	\$ 851,520
Cemetery Fund:	\$ 25,250

Capital Improvement Program (CIP):

Total CIP FY2023-2027: \$26,051,750

Total CIP FY2023:	\$ 8,436,300
• Cash Funded:	\$ 1,442,640

- Grant Funded: \$ 65,720
- Existing Bond Proceeds: \$ 3,150,440
- New Bond Proceeds: \$ 2,021,500
- American Rescue Plan Act (ARPA): \$ 1,721,000
- Transfer in from Reserve Maintenance Funds: \$ 35,000

Total CIP FY2024-2027 (Not Funded / Planning Only): \$17,615,450

The Budget provides for the Town's Real Estate Tax Rate to remain at eight cents (\$.08) on every one hundred dollars (\$100.00) of assessed value of Real Estate. The Personal Property Rate will remain at two dollars (\$2.00) on every one hundred dollars (\$100.00) of assessed value. Except for utility rates, all other rates/fees remain the same.

Funding Source(s):

The proposed budget allocates funds for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Attachments: *(click item to open)*

[Attachment 1. FY2023 Proposed Budget Overview](#)

[Attachment 2. Master List of Fees / Charges](#)

[Attachment 3. Public Notice: FY2023 Budget and Capital Improvement Program](#)



TOWN OF ALTAVISTA FY 2023 PROPOSED BUDGET

General Fund

Real Estate Tax	220,000
Public Service Corporation Taxes	88,100
Personal Property Taxes	354,150
Machinery and Tools Taxes	2,057,000
Other Local Taxes	1,821,050
Permits and Fees	1,800
Fines and Forfeitures	6,300
Use of Money and Property	211,520
Charges for Service	9,650
Donations, Receipts, and Transfers	938,530
Intergovernmental	333,670

General Fund Total: **\$6,041,770**

Enterprise Fund (Water & Sewer)

Water and Sewer Charges	4,416,000
Interest	0
Connection Fees	3,500
Miscellaneous, Grants, & Transfers	6,924,940
CIP Reserves	0

Enterprise Fund Total: **\$11,344,440**

Highway Maintenance Fund **\$851,520**

Cemetery Fund **\$25,250**

REVENUE GRAND TOTAL: **\$18,262,980**

PROPOSED OPERATING EXPENDITURES

Council / Planning Commission	47,650
Administrative Department	1,180,270
Police Department	1,251,130
Public Works	1,407,740
Street & Highway Maintenance	725,000
Water Department	2,040,290



Wastewater Department	1,906,560
Green Hill Cemetery	57,280
Non Departmental	179,700
Transit Department	159,690
Economic Development	182,250
Community Development	366,050
Avoca	92,970
Transfer to Cemetery Reserves	27,250
Transfer to General Fund Reserves – Fire Department	65,000
Transfer to General Fund Reserves - Surplus	0
Transfer to Enterprise Fund Reserves - Surplus	137,850
Total Proposed Operating Expenses:	<u>\$9,826,680</u>

PROPOSED CAPITAL OUTLAY

Water Plant Equipment	2,080,550
Wastewater Treatment Plant Equipment	5,179,190
Public Works Department Equipment	158,180
State Highway Funding	126,520
Police Department Equipment	77,170
Council	0
Administration Department Equipment	67,000
Economic Development	0
Community Development	582,540
Transit Department	82,150
Cemetery	48,000
Avoca	35,000
Total Proposed Capital Outlay:	<u>\$8,436,300</u>
Cash Funded	\$1,442,640
Grant Funded	\$65,720
Existing Bond Proceeds	\$3,150,440
New Bond Proceeds	\$2,021,500
American Rescue Plan Act (ARPA)	\$1,721,000
Transfer In from Reserve Maintenance Funds	\$35,000
FY2023 – 2027 CIP Expenditures:	<u>\$26,051,750</u>

TOWN OF ALTAVISTA
MASTER LIST
FEES, RATES AND CHARGES
FY 2023 PROPOSED BUDGET

BUSINESS PROFESSIONAL AND OCCUPATIONAL LICENSE

	Rate per \$100 of gross receipts
Contractors	\$0.03 up to \$200,000; \$0.01 in excess of \$200,000
Retailers	\$ 0.0425
Financial, Real Estate, & Professional	\$ 0.0425
Personal Services, Repair	\$ 0.0600
Wholesalers	\$ 0.0175
Wholesale Peddlers	\$ 0.0175
Commission Merchant	\$ 0.0600
Direct Sellers (sales under \$4,000)	\$ 0.0175
Direct Sellers (Sales over \$4,000)	\$ 0.0550
Peddlers	\$ 125.0000
Itinerant Merchant (Edible, Perishable Goods)	\$ 25.0000
Itinerant Merchant (Nonperishable Goods)	\$ 125.0000
Carnivals, Circus	\$100 per day; \$500 per week
Fortunetellers	\$ 500.00
Savings Institutions/State Chartered Credit Unions	\$ 25.00
Photographers, out of town	\$ 15.00
Utilities	\$.0025 of Gross Receipts
Operators, coin operated machines	\$87.50 for less than 10 machines; \$100 for 10 or more machines plus \$0.18
Minimum License	\$ 15.00

CEMETERY FEES

Changing of cemetery Deed	\$ 25.00
Sale of Cemetery Spaces / Mausoleum / Cremation- Green Hill Cemetery	\$ 650.00 in town residents - with a minimum of 2 spaces
	\$ 950.00 out of town residents - with a minimum of 2 spaces
Opening / closing Fee - Green Hill Cemetery	\$ 750.00 before 12 noon - weekday
	\$ 925.00 after 12 noon - weekday
	\$ 1,050.00 weekend or holiday
Opening / closing Fee - Mausoleum / Cremation / Child	\$ 350.00 before 12 noon - weekday
	\$ 400.00 after 12 noon - weekday
	\$ 450.00 weekend or holiday
Disinterment	\$ 1,300.00

RENTALS

Booker Building Deposit	\$ 150.00
	\$ 250.00 if alcohol is served
Booker Building Rental Fee	\$ 100.00 for each 4 hours
Booker Building Utility Fee	\$ 25.00
Park Pavilion Rentals	\$ 50.00 for each 4 hours - large pavilion @ English & Shreve Park
	\$ 25.00 for each 4 hours - small pavilion @ English & Shreve Park
Weekend Truck Rental (<i>Town residents/businesses only</i>)	\$ 25.00 standard dump truck - resident
	\$ 50.00 tandem dump truck - resident
	\$ 50.00 standard dump truck - business
	\$ 100.00 tandem dump truck - business

PLANNING & ZONING RELATED

Zoning Permit	\$ 20.00
Sign Permit	\$ 20.00
Special Use Permit; application fee	\$ 300 - \$400
Variance	\$ 300.00
Appeal to BZA	\$ 300 - \$400
Rezoning	\$ 400.00
Subdivision (5 lots or less); fees for examining/approval of plats	\$10.00 and \$1.00 per lot
Subdivision (5 lots or more); fees for examining/approval of plats	\$25.00 and \$1.00 per lot
Administrative Fee	\$ 75.00

TRANSIT FEES

Transit Tokens	\$ 0.50 each
Transit Punch Cards	\$ 10.00 for 3 cards
Transit Monthly Pass	\$ 20.00

TAX RATES

Real Estate Rate	\$0.08 per \$100 of assessed value
Personal Property Rate	\$2.00 per \$100 of assessed value
Cigarette Tax	\$ 0.27 per pack
Hotel Lodging Tax	5.50% 3% credit for reporting on time
Meals Tax	7% 2% credit for reporting on time
Vehicle License Tax / Automobile	\$ 15.00
Vehicle License Tax / Motorcycle	\$ 5.00
Vehicle License Tax / Trailer	\$ 6.50
Vehicle License Tax / Taxi Cab transporting passengers for hire	\$ 25.00

**TOWN OF ALTAVISTA
MASTER LIST
FEES, RATES AND CHARGES
FY 2022 PROPOSED BUDGET**

UTILITY FEES

EFFECTIVE DECEMBER 1, 2022

Water

Business & Residential - \$3.32 per 1,000 gallons
Industrial - \$3.26 per 1,000 gallons
Town of Hurt - \$4.98 per 1,000 gallons
Business & Residential Outside of Town - \$6.65 per 1,000 gallons
Industrial Outside of Town - \$6.52 per 1,000

Sewer (based on 85% of water consumption or metered consumption)

Business & Residential - \$3.81 per 1,000 gallons
Industrial - \$3.91 per 1,000 gallons
Town of Hurt - \$3.81 per 1,000 gallons
Business & Residential Outside of Town - \$7.61 per 1,000 gallons
Industrial Outside of Town - \$7.82 per 1,000

Sewer Only Charge (flat rate with monthly fixed charge)

\$ 43.10

Monthly Fixed Charge

Meter Size	Factor	Charge
5/8"	1	\$6.50
3/4"	1.5	\$9.75
1"	2.5	\$16.25
1 ½"	5	\$32.50
2"	8	\$52.00
2 ½"	11	\$71.50
3"	15	\$97.50
4"	25	\$162.50
6"	50	\$325.00
8"	80	\$520.00
10"	115	\$747.50

Water / Sewer Connection & Availability Schedule

Meter Size	Factor	Water Connection Fee (Base: \$1,500)	Sewer Connection Fee (Base: \$2,000)	Sewer Availability Fee (Base: \$600)
5/8"	1	\$1,500	\$2,000	\$600
3/4"	1.5	\$2,250	\$3,000	\$900
1"	2.5	\$3,750	\$5,000	\$1,500
1 ½"	5	\$7,500	\$10,000	\$3,000
2"	8	\$12,000	\$16,000	\$4,800
2 ½"	11	\$16,500	\$22,000	\$6,600
3"	15	\$22,500	\$30,000	\$9,000
4"	25	\$37,500	\$50,000	\$15,000
6"	50	\$75,000	\$100,000	\$30,000
8"	80	\$120,000	\$160,000	\$48,000
10"	115	\$172,500	\$230,000	\$69,000

Biochemical Oxygen Demand (BOD) rate

\$ 4.32

Chemical Oxygen Demand (COD) rate

\$ 2.07

Total Suspended Solids (TSS) rate

\$ 2.88

Application for Service / Application Fee

\$ 25.00

Security Deposit (Owner)

\$ 50.00

Security Deposit (Tenant)

\$ 125.00

Cut-Off Charge Fee for Non-payment

\$ 35.00

Service request during work hours (7:00 am-3:30 pm M-F)

\$ 25.00

Service request after work hours (3:30 pm M-F; Saturday and Sunday)

\$ 50.00

Purchase of water at WTP

\$ 10.00 for each 1,000 gallons

Disposal Fee Permit for WWTP

\$ 50.00

MISCELLANEOUS CHARGES

Return Check Charge

\$ 35.00

Police Report

\$ 5.00

Customer Copies

\$ 0.15

Fax

\$ 1.25 first page

\$ 0.75 each additional page

Vehicle Withholding Fee (DMV stop)

\$ 45.00

Dealers in precious metals; permit required from Chief of Police

\$ 200.00

Going out of business permit

\$ 25.00

Additional Solid Waste Container

\$ 100.00



TOWN OF ALTAVISTA
Notice of Public Hearing
FY 2023 BUDGET

The Town Council of the Town of Altavista will hold a Public Hearing at its regular meeting on Tuesday, May 10, 2022 at 6:00 P.M. in the Council Chambers of the Municipal Building, 510 7th Street. The purpose of this Public Hearing will be to hear comments from the citizens of Altavista on the proposed budget and tax rates for Fiscal Year 2023.

General Fund	
Real Estate Tax	220,000
Public Service Corporation Taxes	88,100
Personal Property Taxes	354,150
Machinery and Tools Taxes	2,057,000
Other Local Taxes	1,821,050
Permits and Fees	1,800
Fines and Forfeitures	6,300
Use of Money and Property	211,520
Charges for Service	9,650
Donations, Receipts, and Transfers	938,530
Intergovernmental	333,670
General Fund Total:	\$6,041,770
Enterprise Fund (Water & Sewer)	
Water and Sewer Charges	4,416,000
Interest	0
Connection Fees	3,500
Miscellaneous, Grants, & Transfers	6,924,940
CIP Reserves	0
Enterprise Fund Total:	\$11,344,440
Highway Maintenance Fund	\$851,520
Cemetery Fund	\$25,250
REVENUE GRAND TOTAL:	\$18,262,980

PROPOSED OPERATING EXPENDITURES

Council / Planning Commission	47,650
Administrative Department	1,180,270
Police Department	1,251,130
Public Works	1,407,740
Street & Highway Maintenance	725,000
Water Department	2,040,290
Wastewater Department	1,906,560
Green Hill Cemetery	57,280
Non-Departmental	179,700
Transit Department	159,690
Economic Development	182,250
Community Development	366,050
Avoca	92,970
Transfer to Cemetery Reserves	27,250
Transfer to General Fund Reserves -- Fire Department	65,000
Transfer to General Fund Reserves - Surplus	0
Transfer to Enterprise Fund Reserves - Surplus	137,850
Total Proposed Operating Expenses:	\$9,826,680

PROPOSED CAPITAL OUTLAY

Water Plant Equipment	2,080,550
Wastewater Treatment Plant Equipment	5,179,190
Public Works Department Equipment	158,180
State Highway Funding	126,520
Police Department Equipment	77,170
Council	0
Administration Department Equipment	67,000
Economic Development	0
Community Development	582,540
Transit Department	82,150
Cemetery	48,000
Avoca	35,000
Total Proposed Capital Outlay:	\$8,436,300
Cash Funded	\$1,442,640
Grant Funded	\$65,720
Existing Bond Proceeds	\$3,150,440
New Bond Proceeds	\$2,021,500
American Rescue Plan Act (ARPA)	\$1,721,000
Transfer in from Reserve Maintenance Funds	\$35,000
FY2023 - 2027 CIP Expenditures:	\$26,051,750

TOWN OF ALTAVISTA
CAPITAL IMPROVEMENT PROGRAM (FY2023-2027)

The Town Council of Altavista will hold a Public Hearing at its regular meeting on Tuesday, May 10, 2022 at 6:00 P.M. in the Council Chambers of the Municipal Building, 510 7th Street. The purpose of this Public Hearing will be to hear comments from the citizens of Altavista on proposed Capital Improvement Program (CIP) for FY 2023 and projected CIP projects for fiscal years 2024-2027. Following is a summary of the total expenditures covering fiscal years 2023-2027:

Total CIP projects for FY2023 - (Funded Projects)	\$ 6,414,800
Total CIP projects for FY2023 - (Bonded Projects)	\$ 2,021,500
Total CIP projects for FY2023 - FY2026	\$17,615,450
Total CIP projects for next five (5) years	\$26,051,750

Funding for the FY2023 CIP projects include \$901,320, General Fund; \$126,520 Highway Fund; \$366,800 Enterprise Fund; \$48,000, Cemetery Fund; \$65,720 Grants/Other; \$35,000 CIP Reserves; \$3,150,440 Existing Bond Proceeds; \$2,021,500, New Bond Proceeds; \$1,721,000, American Rescue Plan Act (ARPA) Funds. The total expenditures for FY2024-2027 are for planning purposes only.

Tobie Shelton
Finance Director / Treasurer
Town of Altavista

PROPOSED TAX RATE - TOWN OF ALTAVISTA
2022 REAL & PERSONAL PROPERTY

The 2022 levy on all taxable real estate located in the Town of Altavista shall be 8 cents (\$0.08) on every One Hundred Dollars (\$100.00) of value of said real estate. On all taxable tangible personal property, including machinery and tools, except household goods and personal effects as set forth in Virginia Code Section 58.1-3504 located in said town on January 1, 2022 (or taxable by said town as provided in Virginia Code Section 58.1-3511), there shall be a levy of Two Dollars (\$2.00) on every One Hundred Dollars (\$100.00) of value of said personal property. On all Bank and Trust Companies located within the Town of Altavista, there shall be levied a tax on the net capital of the bank as set forth in Section 58.1-1209 and Section 58.1-1211 of the Code of Virginia.



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 7.B

PUBLIC HEARING(S)

Title: FY2023 Proposed Water and Sewer Rate Increases

Staff Resource: Tobie Shelton, Director of Finance and Administration

Action(s):

Hold a public hearing to allow citizens an opportunity to make comment pertaining to the FY2023 proposed increases to the water and sewer rates.

Explanation:

The FY2023 Budget includes increases to the Town's utility rates; Water (10%) increase and Sewer (5%) increase. The proposed water and sewer rates would become effective on December 1, 2022.

Background:

The current and proposed rates are listed below:

WATER (rates per 1,000 gallons)

• Business & Residential:	Current: \$3.02	Proposed: \$3.32
• Industrial:	Current: \$2.96	Proposed: \$3.26
• Out of Town (Hurt):	Current: \$4.53	Proposed: \$4.98
• Out of Town (B&R):	Current: \$6.04	Proposed: \$6.65
• Out of Town (Ind.):	Current: \$5.92	Proposed: \$6.52

SEWER (based on 85% of water consumption)

• Business & Residential:	Current: \$3.63	Proposed: \$3.81
• Industrial:	Current: \$3.72	Proposed: \$3.91
• Out of Town (Hurt):	Current: \$3.63	Proposed: \$3.81
• Out of Town (B&R):	Current: \$7.25	Proposed: \$7.61
• Out of Town (Ind.):	Current: \$7.44	Proposed: \$7.82

(Example: A residential customer that uses 5,000 gallons of water per quarter, would see a \$1.50 increase in water and a \$0.77 increase in sewer on their quarterly bill. A Total increase of \$2.27 per quarter.)

Funding Source(s):

The proposed budget allocates funds for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Attachments: *(click item to open)*

Attachment. Public Notice: Increase in Water and Sewer Rates

Tobie Shelton /Treasurer

**TOWN OF ALTAVISTA
Notice of Public Hearing
INCREASES IN WATER AND SEWER RATES**

The Altavista Town Council will hold a Public Hearing at its regular meeting on Tuesday, May 10, 2022 at 6:00 P.M. in the Council Chambers of the Municipal Building, 510 7th Street.

The purpose of this Public Hearing will be to hear public comment upon the following proposed amendments to the Town Code to be effective July 1, 2022, with regards to water and sewer charges which are promulgated pursuant to authority contained in Virginia Code Sections 15.2-2119, 15.2-2122 and 15.2-2143 as follows:

Monthly Consumption Charge

These charges are based on the amount of water/sewer used by the customer.

Water Rates:

- Business & Residential - Current charge \$3.02 per 1,000 gallons, proposed new charge \$3.32 per 1,000 gallons, 10% Increase.
- Industrial - Current charge \$2.96 per 1,000 gallons, proposed new rate \$3.26 per 1,000 gallons, 10% increase.
- Town of Hurt Water System - Current charge \$4.53 per 1,000 gallons, proposed new rate \$4.98 per 1,000 gallons, 10% increase.
- Business & Residential Customers Outside of Town (other than the Town of Hurt water system) - Current charge \$6.04 per 1,000 gallons, proposed new rate \$6.65 per 1,000 gallons, 10% Increase.
- Industrial Outside of Town - Current charge \$5.92 per 1,000 gallons, proposed new rate \$6.52 per 1,000 gallons, 10% Increase.

Sewer Rates (based on 85% of water consumption):

- Business & Residential - Current charge \$3.63 per 1,000 gallons, proposed new rate \$3.81 per 1,000 gallons, 5% Increase.
- Industrial - Current charge \$3.72 per 1,000 gallons, proposed new rate \$3.91 per 1,000 gallons, 5% Increase.
- Town of Hurt Sewer System - Current charge \$3.63 per 1,000 gallons, proposed new rate \$3.81 per 1,000 gallons, 5% Increase.
- Business & Residential Customers Outside of Town (other than the Town of Hurt sewer system) - Current charge \$7.25 per 1,000 gallons, proposed new rate \$7.61 per 1,000 gallons, 5% Increase.
- Industrial Outside of Town - Current charge \$7.44 per 1,000 gallons, proposed new rate \$7.82 per 1,000 gallons, 5% Increase.

There are no changes in the monthly fixed charges for water in the connection fees. All rates, fees and charges will be stated in the Master List as published by the Town.

*Gary Shanaberger
Town Manager
Town of Altavista*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 7.C

PUBLIC HEARING(S)

Title: Public Hearing: Dearing Ford Industrial Park - Bounty-line Adjustment

Staff Resource: Town Manager Gary Shanaberger and Town Attorney John Eller

Action(s):

Hold a public hearing to allow citizens an opportunity to make comments pertaining to the boundary-line adjustment between the Town of Altavista and Campbell County.

Explanation:

At their April 12th meeting, Town Council voted unanimously to authorize a public hearing pertaining to the town's Dearing Ford Industrial Park bounty-line adjustment with Campbell County.

Background:

At their March 22nd Work Session, Town Council authorized the Town Manager and Town Attorney to move forward in the boundary-line adjustment process by contracting Hurt & Proffitt to conduct a new survey of the entire Dearing Ford Industrial Park, to include the additional eighty-nine acres of land recently purchased.

Funding Source(s):

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 8.A

NEW BUSINESS

Title: Donated Park Benches

Staff Resource: Tom Fore, Tobie Shelton, Jeff Arthur

Action(s):

Move to allow staff to increase the donation amount needed to cover the cost of donated benches. The current amount needed to cover the cost is \$1,160.

Explanation:

The current donation amount is \$900, however to install, just on materials, cost is \$1,160. Currently the town is funding the additional \$260 cost.

- Bench 700.00
- Concrete 350.00
- Plaque 110.00

Background:

Town Council allowed for benches to be donated to be installed in English park along the trail.

Funding Source(s):

Donations.

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 8.B

NEW BUSINESS

Title: Special Event Permit - Davis Family and Friends Day

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

Action(s):

Receive the report from staff and hear from the applicant to determine if the request is appropriate.

Explanation:

Kathy Davis has requested to hold an event at English Park for the Davis Family and friends of the family in the field across from the Splash Pad.

Background:

Kathy Davis has applied for a Special Event Permit to host an event for family and friends. In the past, these types of events have been held in the Booker Building. Ms. Davis would like to host an event that is less formal. It would be a cookout with volleyball and cornhole games. It is expected that 50 people will attend. No alcohol will be provided at the event and it is not open to the general public.

Town Departments and the YMCA have reviewed the request. No objections have been raised.

Funding Source(s):

N/A

Attachments: *(click item to open)*

[*Special Event Permit.pdf*](#)

Administrative Special Event Permit

Event Name

Davis Family & Friends Day

Event Date(s)

06

04/22

Time of Event

2:00 pm

7:00 pm

Location of Event

(facility name/address):

English Park

Event Coordinator Information

Name

Kathy Davis

Address

2902 Main St. Hunt

Phone/Cell

434-324-4461 / 434-229-8333

Will food be served on-site?

If yes, please check with the Health Department for food service regulations.

☒ Yes

☐ No

Will children's inflatable bounce units be provided on-site?

If yes, please check with the Zoning Office for regulations.

☐ Yes

☒ No

Please briefly describe the activities planned for this event (for review by Town staff).

Cook out
Corn hole game
Volley ball

Anticipated Attendance

50

Scheduled Rain Date

Please carefully read the liability information provided on the back this form prior to submittal.

Indemnity Agreement

In consideration for the Town of Altavista granting the undersigned Event Organizer representative permission to hold the proposed event and to display, sell, or offer for sale wares, services and/or food or merchandise within the perimeters of their event venue, the undersigned agrees to assume the defense and indemnify and save harmless the Town, its employees, offices and agents against any and all claims, liabilities, judgments, costs, causes of action, damages, expenses and shall pay all attorney's fees, court costs and other costs incurred in defending such claims, which may accrue against, be charged to, be recovered from, or sought to be removed from the Town, its employees, officers and agents by reason of or on account of any personal injury or death or damage to property arising from the undersigned's event and associated activities, if such personal injury or death or damage of property is caused by the acts or omissions or negligence of the undersigned, or the undersigned's employees and agents or by such acts, omissions or negligence of any other person subject to the undersigned's control. The Town, its employees, officers and agents shall not have to give the undersigned any specific types of notices of such claims.

Affidavit of Applicant

I certify that the information contained in this Special Event Application is true and correct to the best of my knowledge and belief, that I understand, and agree to abide by all regulations, provisions, and rules governing Special Events as set forth by the Town of Altavista. I certify that I understand that this application is made subject to the rules and regulations established by the Altavista Town Council. I agree to abide by these rules and further certify that, on behalf of the organization, I am authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the Town of Altavista. I grant permission for Town officials to access the property at any time to enforce permit compliance.

A signed hard copy of the Indemnity Agreement and Affidavit of Applicant portions of the Special Event Permit must be provided to the Town before an application will be considered fully executed. Submit one copy of this Special Event permit application to Town Hall, ATTN: Special Event, 510 7th Street, Altavista, VA 24517.

Kathy Davis

Event Coordinator/Responsible Event Representative
(Print Name)

4-21-22

Date

Kathy Davis

Signature

FOR OFFICE USE ONLY:

Town of Altavista Representative (Print Name)

Date

Signature

Campbell County, VA

Legend

- County Boundary
- E9-1-1 Addresses
- Street Names
- Lot Numbers
- Parcels
- HiddenRoadCenterline

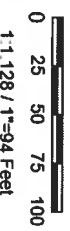


Title: Davis Family & Friends

Date: 5/3/2022

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.

Feet





TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 8.C

NEW BUSINESS

Title: Special Event Permit (Revised) - Vista BBQ Festival

Staff Resource: Sharon D. Williams, AICP, Community Development Director and Regina Adams, Vice President, AOT

Action(s):

Approve the request from AOT based on guidance they received from KCBS.

Explanation:

Altavista On Track will host the 2nd Annual Vista BBQ Festival on Saturday, October 1, 2022, at English Park. AOT is requesting to amend their previous request to authorize the use of the field beginning on Thursday, September 30, 2022.

Background:

On November 9, 2021, Town Council approved Altavista On Track's Special Event Permit to host the 2nd Vista BBQ Festival on Saturday, October 1, 2022. This will be a Kansas City Barbeque Society (KCBS) sanctioned event, which is expected to draw competitors across the east.

KCBS has assigned two (2) representatives to assist AOT with organizing the competition and to oversee the judging. AOT has been advised that in order for the event to be successful, they need to allow competitors to begin arriving on Thursday to set up and rest before they begin cooking on Friday. AOT is requesting to use the large field at English Park for the competitors to set up. No other areas of the park will be impacted.

Based on their experience, KCBS has stated that most competitors will eat at local restaurants and will pick up needed items at local grocery stores and shops. AOT will be providing a welcome packet to the competitors for local eateries and shops.

Funding Source(s):

N/A

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 8.D

NEW BUSINESS

Title: DAWN - Environmental Assessment

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

Action(s):

Approve the request and provide direction to staff if future requests should be processed administratively.

Explanation:

DAWN (Donation A Week Neighbor) is requesting a Phase 1 environmental assessment at 717 7th St to be funded under the town's brownfields grant.

Background:

DAWN is the contract purchaser of Moorefield Cleaner located at 717 7th Street. It is their intent to open a food pantry, if a Special Use Permit (SUP) is approved by Town Council. Due to the types of chemicals used at the dry cleaners, DAWN desires to have an environmental assessment conducted before occupying the building.

Funding Source(s):

Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund (VBAF) - balance as of 4/20/22, \$191,273.25

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 8.E

NEW BUSINESS

Title: DAWN - Request to Waive fee for Special Use Permit

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

Action(s):

Provide direction to staff.

Explanation:

DAWN (Donation A Week Neighbor) is requesting a waiver of the \$400 application fee for a Special Use Permit (SUP).

Background:

DAWN is the contract purchaser of 717 7th St, currently Moorefield Cleaner). They desire to move their food pantry to this location. Per Section 86-427(3) of the Zoning Ordinance, a Special Use Permit is required for the proposed use. They have requested that the town waive the fee for the application.

Funding Source(s):

If approved the advertising cost would come from the general fund.

Attachments: *(click item to open)*

[Attachment. DAWN.pdf](#)



Town of Altavista SPECIAL USE

Date Received:	107
Received by:	
PC/BZA Date:	

SPECIAL USE PERMIT FEE: \$400

PRE-FILING CONSULTATION WITH THE TOWN PLANNING STAFF TO REVIEW THE PROPOSED REQUEST AND TO OBTAIN RECOMMENDED PROCEDURES AND TECHNICAL ASSISTANCE IS REQUIRED. TO SCHEDULE A PRE-FILING CONSULTATION, PLEASE CONTACT THE COMMUNITY DEVELOPMENT DIRECTOR AT 434-369-5001.

APPLICANT NAME: DAWN, Inc "Donation-A-Week Neighbor"
ADDRESS: PO Box 325 Altavista, VA 24517
PHONE: (434) 363-7969 EMAIL: latterry3@comcast.net

PROPERTY OWNERS NAME & ADDRESS: Eugene Moorefield, III
(IF DIFFERENT FROM APPLICANT) 717 7th St 83A-11-28-17

PARCEL IDENTIFICATION NUMBER: 717 7th St LOT SIZE (ACRES/SQ.FT.) 0.18 of an Acre
CURRENT ZONING: ☐ R-1 ☐ R-2 ☐ C-1 ☒ C-2 ☐ M bldg is 3,220 sq. ft.

CURRENT LAND USE: ☐ VACANT ☐ AGRICULTURAL ☐ RESIDENTIAL ☒ COMMERCIAL ☐ INDUSTRIAL

Special Exception/Use Request of Section(s) 86-427(3) of the Town Zoning Ordinance.

NATURE OF REQUEST - BRIEFLY DESCRIBE THE PROPOSED PROJECT AND ANY SPECIFIC DEVIATION REQUEST FROM THE ZONING ORDINANCE.

To waive the \$400.00 permit fee
DAWN is a 501(c)(3) organization, serving the emergency
needs of persons within a 15-mile radius of Altavista.

I HEARBY CERTIFY THAT I AM ACTING WITH THE KNOWLEDGE AND CONSENT OF THE PROPERTY OWNER TO THE REQUEST DESCRIBED ON THE APPLICATION. BY SIGNING BELOW, I AGREE THE INFORMATION PROVIDED ON THE APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE.

Lotta B Jerry, President of DAWN Board
APPLICANT SIGNATURE

04/21/2022
DATE

BY SIGNING BELOW, I CERTIFY I AM AWARE OF THE REQUEST SUBMITTED AND THE INFORMATION PROVIDED IS TRUE TO THE BEST OF MY KNOWLEDGE.

OWNER SIGNATURE

DATE



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 8.F

NEW BUSINESS

Title: Spark Innovation Center Update

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

Action(s):

Receive an update from staff and provide direction

Explanation:

Staff will provide an update on the Spark Innovation Center.

Background:

Funding Source(s):

TBD

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 8.G

NEW BUSINESS

Title: Altavista Outreach and Enrichment Special Event Permit

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

Action(s):

Approve the request as presented.

Explanation:

Altavista Outreach and Enrichment has applied for a Special Event Permit to host its Summer SPARK program.

Background:

Summer SPARK is a free learning and enrichment program in Altavista for ages 4-12. The meet each Wednesday during the summer and provide games, activities, stories, and a snack. Each child leaves with a book and other essentials.

They are requesting request the use of Shreve Park from 9:30 – 10:30 a.m. and the John Mosley Memorial Park from 11:00 – 12:00 p.m. on June 8, 15, 22, 29, and July 6.

Funding Source(s):

N/A

Attachments: *(click item to open)*

Attachment 1. 2022 Spark Town Council request

Attachment 2. 2022 SPARK Special Event Permit Short Form

TOWN COUNCIL REQUEST

May 5, 2022

To: Altavista Town Council

From: Altavista Outreach and Enrichment

Re: Summer SPARK use of Town parks

Altavista Outreach and Enrichment would like to request the use of Shreve Park from 9:30 – 10:30 a.m. and the John Moseley Memorial Park from 11:00 – 12:00 p.m. on June 8, 15, 22, 29, and July 6, for our Summer SPARK program. This will be the seventh year of this outreach for area children and families. Each session involves a combination of literacy, learning, creative art, and physical activity, and each family is offered food to take home.

We have invited Campbell County Libraries to join us for one session, and are hoping to have the Altavista Fire Company visit, also. The Nature Zone will be presenting a program on July 6. We will hold our last session on July 13 at Avoca, where the Mill Mountain Theatre troupe will perform.

We appreciate the support we have had from the Town of Altavista, and look forward to partnering with you again this summer.

Thank you,

Jane Green, for Altavista Outreach and Enrichment

Administrative Special Event Permit

Event Name

**Event
Date(s)**

**Time of
Event**

**Location of
Event**

(facility name/address):

Event	Name
Coordinator	Address
Information	Phone/Cell

Will food be served on-site?

If yes, please check with the Health Department for food service regulations.

Yes

No

**Will children's inflatable
bounce units be provided
on-site?**

If yes, please check with the Zoning Office for regulations.

Yes

No

Please briefly describe the activities planned for this event (for review by Town staff).

**Anticipated
Attendance**

*Please carefully read the liability information
provided on the back this form prior to submittal.*

**Scheduled
Rain Date**

Town of Altavista
510 7th Street
P.O. Box 420
Altavista, VA 24517
www.altavistava.gov
townhall@altavistava.gov

Indemnity Agreement

In consideration for the Town of Altavista granting the undersigned Event Organizer representative permission to hold the proposed event and to display, sell, or offer for sale wares, services and/or food or merchandise within the perimeters of their event venue, the undersigned agrees to assume the defense and indemnify and save harmless the Town, its employees, offices and agents against any and all claims, liabilities, judgments, costs, causes of action, damages, expenses and shall pay all attorney's fees, court costs and other costs incurred in defending such claims, which may accrue against, be charged to, be recovered from, or sought to be removed from the Town, its employees, officers and agents by reason of or on account of any personal injury or death or damage to property arising from the undersigned's event and associated activities, if such personal injury or death or damage of property is caused by the acts or omissions or negligence of the undersigned, or the undersigned's employees and agents or by such acts, omissions or negligence of any other person subject to the undersigned's control. The Town, its employees, officers and agents shall not have to give the undersigned any specific types of notices of such claims.

Affidavit of Applicant

I certify that the information contained in this Special Event Application is true and correct to the best of my knowledge and belief, that I understand, and agree to abide by all regulations, provisions, and rules governing Special Events as set forth by the Town of Altavista. I certify that I understand that this application is made subject to the rules and regulations established by the Altavista Town Council. I agree to abide by these rules and further certify that, on behalf of the organization, I am authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event to the Town of Altavista. I grant permission for Town officials to access the property at any time to enforce permit compliance.

A signed hard copy of the Indemnity Agreement and Affidavit of Applicant portions of the Special Event Permit must be provided to the Town before an application will be considered fully executed. Submit one copy of this Special Event permit application to Town Hall, ATTN: Special Event, 510 7th Street, Altavista, VA 24517.

Event Coordinator/Responsible Event Representative
(Print Name)

Date

Signature

FOR OFFICE USE ONLY:

Town of Altavista Representative (Print Name)

Date

Signature



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 10.A

REPORTS AND COMMUNICATIONS

Title: Town Council 2022 Strategic Planning Retreat

Staff Resource: Town Manager Gary Shanaberger

Action(s):

Receive Update From Town Manager Pertaining To The Retreat.

Explanation:

Kimble Payne, with The Berkley Group, will facilitate Council's Strategic Planning Retreat. The Town Manager will share with Council his latest correspondence with Mr. Payne.

Background:

Periodically, Town Council conducts "planning retreats" to discuss ongoing and new items in order to develop strategic plans for Town Staff to carry out the items they would like to see accomplished.

Funding Source(s):

N / A

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 10.B

REPORTS AND COMMUNICATIONS

Title: Community Development Monthly Report

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

Action(s):

receive report

Explanation:

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment. CD April 2022 Monthly Report

MEMORANDUM

To: Gary Shanaberger, Town Manager

From: Sharon D. Williams, AICP – Community Development Director SDW

Date: May 1, 2022

Re: April 2022 Community Development Report

Permits

Nine (9) Permits were applied for during the month of April:

Home Occupations: 0

New Business: 3 – Pops Bait & Tackle, Keystone Novelties (temporary for fireworks),
Allure Salon (name change)

Signs: 0

Accessory Structures: 3

New Homes or Additions: 1

Mobile Restaurant: 1- Wandering Donut 2

Special Event Permits: 1 – Church of God of Prophecy – Easter Egg Hunt

Plats: 3

Zoning Confirmation Letters: 2

Address corrections with Campbell County - 1

Violations

Four (4) new violations were reported in April. Staff is working on seven (7) active violations. The town is receiving complaints about tall grass and expect to see the number of violations increasing through September.

Planning Commission:

The Planning Commission continues its work on the Comprehensive Plan update. They continued their discussion of a possible text amendment for campgrounds. The Community Development Director informed them that in localities with a population under 25,000 persons that campgrounds were permitted with a Special Use Permit/Special Exception and that the average minimum acreage requirement was 5 acres.

The Town Attorney and Community Development Director informed the Planning Commission that staff had recently discovered an omission in the Zoning Ordinance

where flagpoles are not permitted in commercial districts. After a discussion the Planning Commission asked staff to draft an ordinance to address the issue.

The Planning Commission received a draft of a proposed text amendment for Home Occupations to eliminate certain uses. They also reviewed a copy of the Hurt Home Occupation Regulations. The Planning Commission has asked staff to incorporate some of the items from the Hurt code and revise the draft document.

Board of Zoning Appeals:

The Board of Zoning Appeals held their organizational meeting on April 25, 2022. Wilson Dickerson was elected as Chairman and Laney Thompson was elected as Vice-Chair. Sharon Williams, Community Development Director was reappointed as the BZA Secretary.

Sgt. Gary Penn and Deborah Robinson attended their first meeting as members.

The Community Development Director conducted a session with the Board of Zoning Appeals on their role, the role of staff, and the enabling legislation under the Code of Virginia.

Recreation Committee:

The Recreation Committee did not meet in April.

Altavista On Track:

AOT is continuing to plan the River Fest on May 14, 2022, at English Park from 12-6pm. The event will include two (bands), food trucks, a petting zoo, lawn games, and other children's' entertainment.

Preparations have begun on the Vista BBQ Festival at English Park on October 1, 2022.

AOT and Town Staff interviewed candidates for the Main Street Coordinator/Executive Director vacancy. An announcement is expected to be made in May.

The Virginia Department of Housing and Community Development (DHCD) and AOT entered into a revised Memorandum of Understanding (MOU) for Virginia Main Street Downtown Investment Grant and will receive the final \$5,000 payment for its Downtown Business Investment Grant (DBIG) program.

Staff Projects/Meetings:

Renovations are ongoing for the Spark Innovation Center. Town Council will tour the building on Tuesday, May 10th and receive an update from staff.

The Community Development Director began processing an application for reimbursement under the Town's incentive program for JR's Auto Care for improvements made to the building. She met with Terry Austin, Three Into One to discuss AOT and Town incentives and she has spoken with Kimberly Cottle about both incentive programs as Mrs. Cottle is considering opening an additional business in Altavista.

Staff continues to work on programming for the Spark Innovation Center.

Cardno, the town's environmental consultant for its Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund submitted a sampling plan to the EPA for a Phase II Environmental Assessment for the Gratto parcel.

Staff continues working with IWorQ software to create an online permitting system. This will allow requests to be submitted online to the town and will provide a centralized location to store records that can be accessed by multiple users.

The Community Development Director attended mandatory Fair Housing training with the Virginia Department of Housing and Community Development as a requirement for grant funding.

Staff met with the organizers of the Bluegrass Festival to offer assistance and discuss logistics prior to the event.

Campbell County loaned their GIS Program Manager to assist with completing the buildout of the town's GIS system. Additional work is needed and staff hopes to complete the project in May.

The Community Development Director attended the final training session for ARC GIS Pro, funded by Campbell County. The company has moved to a cloud-based software and training was needed for all users.

The Town has submitted a request to the Virginia Tobacco Region Revitalization Commission for the \$184,306 it was awarded for the Spark Innovation Center. The Community Development Director submitted the required final report to receive the funds; however, a revised report will be required once the center opens.

The Community Development Director met with the Church of God of Prophecy and spoke with their sign company regarding a proposed new sign. The Town Attorney and Community Development Director met to discuss the sign provisions. They agreed that the signage portion of the ordinance should be revised as soon as time allows.

Public Works and Community Development reviewed a request from Habitat for Humanity to have an entrance on Hughes Avenue and one on 3rd Street. Due to sign distance issues, they were informed that only one entrance was permitted off 3rd Street.

Habitat for Humanity purchased and demolished the dilapidated house at 1301 4th Street. They intend to build a new single-family dwelling.

Public Works and Community Development assisted the Mosley Heights community by providing supplies for their neighborhood cleanup.

Dominion Seven provided an update to the Community Development Director of the Vista Theater. They expect to submit a plan to the town in May for the new roof, which will support the HVAC system.



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 10.C

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

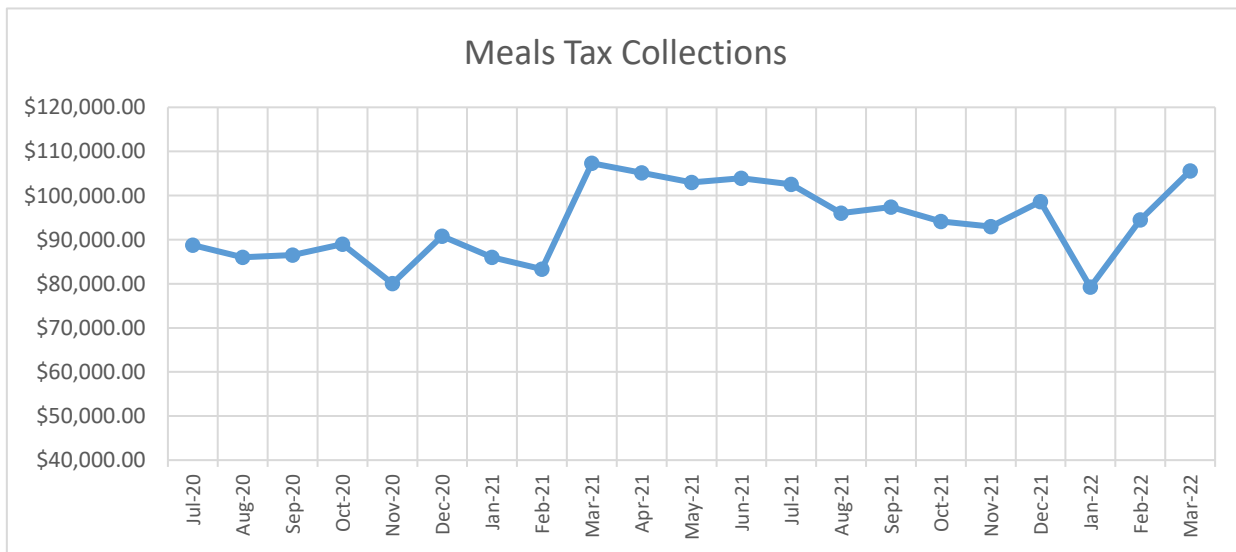
Attachment 2. Sales Tax Report

Attachment 3. Lodging Tax Report

Attachment 4. Cigarette Tax Report

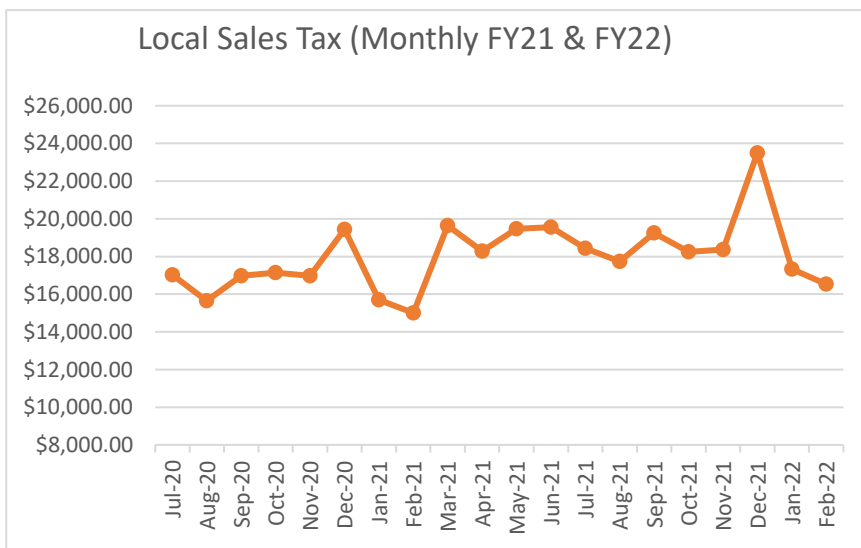
TOWN OF ALTAVISTA MEAL TAX COLLECTIONS

Jul-20	\$88,787.18	PREVIOUS YTD TOTAL (FY)	
Aug-20	\$85,975.65		
Sep-20	\$86,501.21	FY2018	\$936,848.19
Oct-20	\$88,976.04	FY2019	\$986,050.18
Nov-20	\$80,071.01	FY2020	\$971,639.35
Dec-20	\$90,778.92	FY2021	\$1,109,805.71
Jan-21	\$86,017.01	MTD TOTAL (FY)	
Feb-21	\$83,318.92	FY2021	\$797,746.03
Mar-21	\$107,320.09	FY2022	\$860,954.25
Apr-21	\$105,170.66	+/-	\$63,208.22
May-21	\$102,956.82	Budgeted: \$990,000	
Jun-21	\$103,932.20	+/-	-\$129,045.75
Jul-21	\$102,571.33	% of Budget	86.97%
Aug-21	\$96,006.80		
Sep-21	\$97,383.95		
Oct-21	\$94,099.39		
Nov-21	\$92,987.70		
Dec-21	\$98,627.38		
Jan-22	\$79,227.95		
Feb-22	\$94,456.67		
Mar-22	\$105,593.08		



**Town of Altavista
Local Sales Tax**

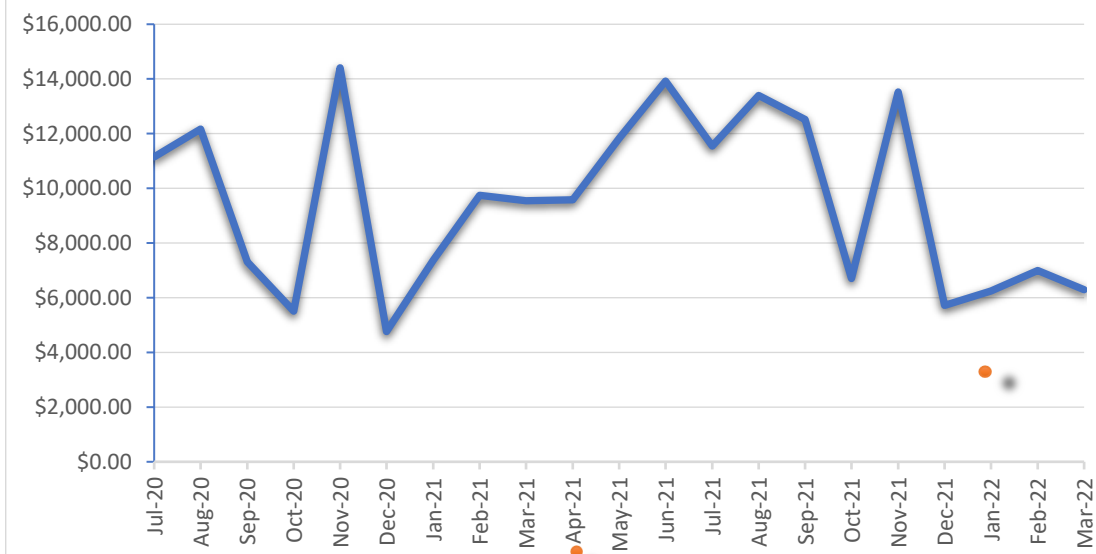
Jul-20	\$17,032	<u>YTD TOTAL (FY)</u>	
Aug-20	\$15,648	FY2018	\$171,886
Sep-20	\$16,975	FY2019	\$169,649
Oct-20	\$17,144	FY2020	\$170,672
Nov-20	\$16,974	FY2021	\$210,836
Dec-20	\$19,443	<u>MTD TOTAL (FY)</u>	
Jan-21	\$15,691	FY2020	\$133,911
Feb-21	\$15,004	FY2021	\$149,399
Mar-21	\$19,642	+/-	-\$508
Apr-21	\$18,276	Budgeted:	\$180,000
May-21	\$19,461	+/-	-\$163,476
Jun-21	\$19,547	% of Budget	9.18%
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		



Town of Altavista Lodging (Occupancy) Tax

Jul-20	\$11,145		
Aug-20	\$12,167		
Sep-20	\$7,314		
Oct-20	\$5,513	FY2021	FISCAL YEAR TOTAL \$117,290
Nov-20	\$14,408		
Dec-20	\$4,763		
Jan-21	\$7,368	FY2021	MTD TOTAL (FY) \$81,966
Feb-21	\$9,745	FY2022	\$82,957
Mar-21	\$9,543	+/-	\$991
Apr-21	\$9,575		
May-21	\$11,827	Budgeted:	\$80,000
Jun-21	\$13,922	+/-	\$2,957
Jul-21	\$11,550	%/Budget:	103.70%
Aug-21	\$13,399		
Sep-21	\$12,518		
Oct-21	\$6,700		
Nov-21	\$13,525		
Dec-21	\$5,722		
Jan-22	\$6,248		
Feb-22	\$7,000		
Mar-22	\$6,295		

Lodging (Occupancy) Tax Revenue (monthly FY21 & FY22)



Town of Altavista Local Cigarette Tax

Jul-20	\$7,556		
Aug-20	\$7,500		
Sep-20	\$11,250	FY2018	\$144,668
Oct-20	\$11,306	FY2019	\$140,288
Nov-20	\$11,250	FY2020	\$124,684
Dec-20	\$11,250	FY2021	\$101,612
Jan-21	\$125		
Feb-21	\$3,750		
Mar-21	\$15,000	MTD TOTAL (FY)	
Apr-21	\$7,500	FY2021	\$86,487
May-21	\$7,500	FY2022	\$78,885
Jun-21	\$7,625	+/-	-\$7,602
Jul-21	\$7,500	Budgeted:	\$130,000
Aug-21	\$15,000	+/-	-\$51,115
Sep-21	\$7,650	%/Budget:	60.68%
Oct-21	\$7,500		
Nov-21	\$11,235		
Dec-21	\$7,500		
Jan-22	\$0		
Feb-22	\$0		
Mar-22	\$15,000		
Apr-22	\$7,500		

Cigarette Stamp Revenue (monthly FY21 & FY22)





TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 10.D

REPORTS AND COMMUNICATIONS

Title: Public Services Monthly Reports

Staff Resource: Teri Anderson, PW Administrative Assistant

Action(s):

For Review

Explanation:

Informational Only

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment 1. BUILDINGS AND GROUNDS MONTHLY REPORT APRIL 2022

Attachment 2. FLEET MAINTENANCE DEPARTMENT-APRIL 2022

Attachment 3. STREET DEPARTMENT MONTHLY REPORT- APRIL 2022

BUILDINGS AND GROUNDS

MAY 3, 2022

TO: TOWN MANAGER
FROM: BRIAN ROACH, B&G SUPERVISOR
MONTH: APRIL 2022

Vacation / Comp. Time Used / Sick Leave Taken		204
Meetings / Data Entry / Work Planning / Training		65.50
# Of Call Duty Hours		19
# Of Assisting other Crews		23.75
Holiday		0
Green Hill Cemetery		
DESCRIPTION	Month Totals	Labor Hours
# Of Burials / Cremations	3	21.25
Cemetery Grounds Maintenance		13.50
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)	90.64	64.50
Residential Garbage Collected (Tonnage) Town of Hurt	45.83	40
# Of Curbside Brush Collected (Stops)	192	24
Loads of Brush Collected	17	
# Of Curbside Bulk Collected (Stops)	117	20.50
Bulk Collection (Tonnage)	12.37	
# Of Tires Collected	14	2
# Of Residential Garbage Citations Issued	0	0
Seasonal		0
Parks/Buildings		
DESCRIPTION	Month Totals	Labor Hours
Landscaping Buildings, Watering Flowers, Irrigation		0
# Of Building Maintenance Hours		63.75
# Of Park Cleaning		82.50
# Of Parks Ground Maintenance Hours		58.75
# Of Acres Mowed by Town	184.93	150
# Of Acres Mowed by Contractors ****	8.25	0
Special Projects / Special Event		39.75
# Of Vehicle Maintenance Hours		12
# Of Mowing Industrial Site		4.25
*** HOURS NOT ADDED		
Total Labors Hours for the Month		909

FLEET MAINTENANCE DEPARTMENT

DATE: MAY 3, 2022

TO: TOWN MANAGER
FROM: TERRY LAMBERT, FLEET SUPERVISOR

MONTH: APRIL 2022

DESCRIPTION	Labor Hours
Vacation / Comp. Time Used	0
Safety Meetings	12.75
Holiday	0
Daily/ Weekly/ Planning & Scheduling	36
Sick Leave Used	98
CIP / Budgeting / Calling Vendors	18.50
Preventive Maintenance	89
General Repair's	30
Troubleshoot and Diagnostic	5
General Maintenance	27
Tire Changes & Repairs	3.25
Picking Up & Delivery	3
Building & Grounds	0
DMV/Titling	4.50
Inspections	1
Total Labor Hours for the Month	328

STREET DEPARTMENT MONTHLY REPORT

DATE: MAY 3, 2022

TO: TOWN MANAGER
FROM: CHUCK NEWMAN, STREETS SUPERVISOR

MONTH: APRIL 2022

DESCRIPTION	Labor Hours
Vacation / Comp. Time Taken / Sick Leave Taken / Funeral Leave	17
Holiday	0
Safety Meetings/Data Entry/ Planning Schedule	91.50
Weekend Truck (3.53 Tons)	13
Street Sweeping (Miles Swept Main St. and Bedford Ave. 0 / Town Wide 0)	0
Litter Control (Bags Collected 11)	15
Assisting Other Crews	144.75
Town Wide Mowing (35.32 Miles)	156
Contractor Mowing (0 Miles)	0
Signage	3
Installing Driveway Pipe	90.25
Ditch & Drainage Pipe Maintenance	11
Weed Control (Gallons Sprayed 80)	30
Street Lighting	0
Dead Animal Removal/Buzzard Control	1
Decorative Street Light	25.50
Vehicle/Equipment Maintenance	5.75
Traffic Control	0
Trees/ Trimming/ Removal	11
Shop Yard Maintenance (Landfill Debris 1.32 Tons)	31.75
Call Duty	3
Asphalt Maintenance (Asphalt 2 Tons)	7
Snow Prep	9.50
Special Projects / Special Events / Seasonal	52
Total Labor Hours for the Month	718



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 10.E

REPORTS AND COMMUNICATIONS

Title: Utility Projects Update

Staff Resource: Tom Fore, Public Services Director

Action(s):

For Review

Explanation:

Informational Only

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment 1. 050322 Altavista Status Report Utilities

Attachment 2. Lynch Creek Sewer Status Update 5-3-22

Attachment 3. Bi-weekly report (05.03.22)

Attachment 4. April 2022 Monthly Report for Council Members 2z

Attachment 5. April 2022 Monthly Report for Council Members

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
3 May 2022

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: Progress meeting on 27 April. Contractor has been pulling wire in conduit and placing/installing MCCs as they are delivered.
Anticipated work over the next two weeks: Continue building work and pulling wire. Coordinate for repaving of disturbed asphalt areas. HVAC replacement continuing.
Upcoming Tasks: Awaiting test procedure writeup from Eaton to present to Dominion.
Outstanding Issues: Starters for remaining 2 MCCs may be delayed significantly

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: Final 1 MCC is due to be shipped May 1. The exact delay cannot be determined at this time but Contractor will update all when able to determine. Dominion has requested a revised testing procedure that requires an additional relay and reprogramming at the ATS. Contractor will document all delays due to these issues.

Construction Contract Price: \$3,952,000 + \$29,149 (Change Orders)
Current Paid: \$2,241,949
Balance to Finish plus retainage: \$1,720,215

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
3 May 2022

Project Name: WWTP Aeration System
Project Manager: Keith Lane, PE
Sub-Consultant Masters Engineers
P&B Job Number 19-75

Recent Activities: Engineer met w/ staff on 9 July to discuss details of the project. Engineer is investigation potential for EDA or CARES funding for this project. Engineers will revise the PH II/III contract to omit wiring and the backboard for the aerators. This work will be added to the Aerator project since this project has been pushed back another year. Engineers will coordinate to terminate the electrical service and the layout for the MCCs w/ the Ph II project.

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
3 May 2022

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

Recent Activities: Engineer has received payment application #4 and Engineer recommends holding this pay application until Contractor mobilizes to the site. Contractor notified valves will be delayed until mid-May or thereabouts. Awaiting material deliveries to commence work.
Anticipated work over the next two weeks:

Upcoming Tasks: Commence work

Outstanding Issues:

Design Schedule: January 2021 Documents to VDH for review
March 2020 (60 days) Receive VDH approval
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
Current Paid: \$167,277
Balance to Finish plus retainage: \$558,026

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
3 May 2022

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: Punchlist walkthrough at the Staunton River station on 27 April (to be presented Contractor the week of 2 May) to complete minor issues. Generators have been set at all sites. Contractor welded supports at the railings at Staunton River.

Anticipated work over the next two weeks: Complete generator connections and complete punchlist items. Generator startup scheduling.

Upcoming Tasks: Generator startup. Substantial completion.

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 + (\$5669) (Change Orders)

Current Paid: \$441,243

Balance to Finish plus retainage: \$57,724

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
3 May 2022

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

Recent Activities: Revising documents per comments received.
Anticipated work over the next two weeks: Complete plans and specifications and submit to Town for review and acceptance.

Upcoming Tasks:

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: \$0

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
3 May 2022

Project Name: Frazier and Lynch Mill Road Drainage issues

Project Manager: Scott Bortz, PE

Sub-Consultant

P&B Job Number 21-08

Recent Activities: Sent preliminary plans to Town staff and met w/ staff to review on 27 April. Town staff has requested additional repair work at the existing concrete ditch along Frazier Road and endwall work at west side of Edgewood Road. Engineer will bid the ditch material as both Flexamat and installed rip rap. Staff requested a mower cross over for the church to access the north east side of the ditch

Anticipated work over the next two weeks: Provide revised schematic design after incorporation of existing utilities to avoid conflicts

Upcoming Tasks:

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
3 May 2022

Project Name: Clarion Road Abbott Water Extension
Project Manager: Scott Bortz, PE
Sub-Consultant Armstrong Surveying, ECS
P&B Job Number 18-59

Recent Activities: Work is completed with bac-t testing early the week of 2 May.
Contractor anticipates substantial complete in the near future. Contractor
has provided as-builts to the Engineer for review. .
Anticipated work over the Finalize contract amounts. Substantial completion.
next two weeks:

Upcoming Tasks: Final completion

Outstanding Issues:

Design Schedule: Open Bids 27 October
Award Nov 9
Sign Agreements Nov 23
Start limited construction activities (weather permitting) February 28
Substantial completion June 2022

Schedule Constraints:

Projected Completion:

Approved Budget: \$68,000

Invoiced To Date: \$58,200

Balance to Complete: \$9800

Town Input Required:

Issues Town Should Be Aware Of:

Construction Contract Price: \$567,374.00

Current Paid: \$364,071

Balance to Finish plus retainage: \$203,303

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



Date: May 3, 2022

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. Worked on installing the road crossings
2. Submitted pay request to Town from Contractor.

Anticipated Work Over the Next two Weeks

1. Continue to work on road crossings (Lynch Road and West Road).
2. Conducting a progress meeting with contractor and Town on May 4, 2022.

Outstanding Issues

1. Addressing encroachment outside of easement on Patricia Conner's property near Lynch Road.

Construction Schedule Update

1. Begin construction on April 11, 2022
2. Final completion is scheduled for May 2023.

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:	\$1,860

Construction Cost Summary:

1. Lynch Creek Sewer Replacement	Contract:	\$2,229,500	JTD:	\$129,675
----------------------------------	-----------	-------------	------	-----------

Submitted by:

Chad Hodges, PE
Project Manager

Steven A. Campbell
Randy W. Beckner
Bradley C. Craig
Wm. Thomas Austin
David P. Wilson
James B. Voso
Randy L. Dodson
Chad M. Thomas
Jason A. Carder
Brian R. Newman



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)

May 3, 2022

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 2 Weeks

1. Contractor is continuing to work on the pump station.
2. Contractor received the pump station building.

Anticipated Work Over the Next 2 Weeks

1. Contractor to continue work on the job site.
2. Contractor to receive pump station building.

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. Coordination of the controls and pump station equipment.
2. Some SCADA parts are on back order. AIC will update when they arrive.
3. Replace Juniper bushes in 3 different areas.

Construction Document Schedule Update

1. Notice to Proceed (9/27/2021)
2. Substantial Completion (1/25/2022)
3. Completion (2/24/2022)

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	\$45,705.50
3.	Construction Contract	\$1,226,972.71
	JTD	\$627,082.76

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

1. Progress Meeting #5 scheduled for 7/5/22 at 10:00 AM.

Submitted by:

A handwritten signature in black ink, appearing to read 'Ryan P. Kincer', is written over a horizontal line.

Ryan P. Kincer, P.E.
Project Manager

Monthly Staff Report Water Plant

TO: Town Manager
 FROM: Polly Brown
 DEPARTMENT: Water Treatment Plant
 MONTH: April 2022

Operation and Production Summary

The Actual water production line (filtering of water) for the entire month averaged 15 Hours per day which yielded approximately 1,415,319 gallons of water per day.

Rain	1.96	YTD Rain	13.83	Snow	0	YTD Snow	0	was measured at the water treatment plant.		
Average Hours per day (week days)					16.3	hrs				
Average Hours per day (weekends)					11.7	hrs				
Average produced (week days)					1,544,095	gallons per day				
Average produced (weekends)					114,889	gallons per day				
Total Raw Water Pumped:					42.06	million gallons				
Total Drinking Water Produced:					42.46	million gallons				
Average Daily Production: (drinking)					1,415,319	gallons per day				
Average percent of Production Capacity:					47.18	%				
Plant Process Water:					636,760	(finished water used by the plant)				
Bulk Water Sold @ WTP:					9,900	gallons				
Flushing of Hydrants/Tanks/FD use/Town Use					8,800	gallons				
McMinnis Spring										
Total Water Pumped:					8.096	million gallons	average hours per day	13.7		
Average Daily Produced:					269,867	gallons per day	Rain at MC	2.63	YTD Rain	13.06
Reynolds Spring							snow	0		5
Total Water Pumped:					9.379	million gallons	average hours per day	17	Total Precip	18.06
Average Daily Produced:					312,633	gallons per day	Rain at RE	2.25	YTD Rain	12.33
Purchased Water from CCUSA					2,239,512	gallons	snow	0		5
Sold to Hurt					2,270,000	gallons			Total Precip	17.33
Industrial Use					36,939,660	gallons				
						Water lost due to leaks		52,000		

Comments: Water Plant Activities & CIP Projects:

Monthly Compliance Reports Completed
 VDH samples completed for compliance
 Melinda High Pressure Zone- Building was delivered and set. Pump station installation beginning.
 Fire Extinguishers checked and signed off on
 Weed eat, cut down and spray vegetation at McMinnis Spring, Clarion Tank, and Dearing Ford Tank ongoing
 Filter Upgrade - Some valves and actuators delivered, the SCADA components are stored and being programmed
 The Source Water Protection Local Advisory Committee met and created next steps prior to a meeting scheduled in July
 Generator project, Generators installed with next steps being BANK load testing and telemetry connection
 Town of Hurt DBP improvement project. Had a meter failure that needs to be corrected. Sodium Hypo system currently being installed
 Replace SCADA computers and SCADA Improvements / SCADA Vendor provided training to staff on SCADA pages, staff provided recommended improvements
 Clarion Road water line, project has piping complete awaiting meter SCADA connection at WTP. Bacti samples taken and received.
 Engineer was advised that the Springs SCADA project needed to move forward. Engineer stated that draft plans should be delivered week of May 9
 Kone Elevator weight test being rescheduled
 KoneKrone completed inspection of all crane equipment 4-14-22
 Splash Pad training for new employees occurred on 4-14-22
 WTP Truck Maintenance completed 4-28-22
 HACH service completed 4-11-22
 New Electrical Panels installed for Filter project on April 25th by Elliott Electrical
 Cleaned Basin 3 on April 23rd
 April 27th Mr. Fore received an award from VRWA and Miss Brown completed a water management class sponsored by VRWA

Utilities Distribution and Collection

# of Service Connections	0	Addresses:		
# of Service Taps	0	Addresses:		
# of Meters Read	103	Monthly	Rereads	0
	0	Quarterly		
# of Meters Cut Off For Non-Payment	0			
# of Meters Tested	0			
# of Loads of Sludge to Landfill	20.00			
	167.88	Tons		
# of Location Marks made for Miss Utility	45			
# of Meters Replaced	2			
# of Water Lines Repaired	3		# of Sewer Lines Unstopped	1
Locations:			Locations:	
900 Block 14th Street			1028 8th Street	
1100 Frazier Road				
101 & 103 Avoca Lane				
# 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	10'	Sewer Main Cleaned		0
Sewer (Root Cutting) Main	0	Sewer Main Cleaned Manholes		0
Sewer (Root Cutting)Main Manholes	0	Sewer Service Cleaned		0
Sewer Video Footage	0	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	20	Sewer Manholes Inspected		0
Water Right of Way Clearing Footage	0	Sewer Installed Clean Out		0
Water Meter Box Replacement	1			
# Of Hydrants Flushed	0			
# of Hydrant Valves Exercised	0			

Other Utilities Distribution and Collection Activities & CIP Projects:

DEPARTMENT: Wasterwater Plant

MONTH: April-22

Average Daily Flow	1.96	MGD
TSS Reduction	96	%
BOD Reduction	94	%
VPDES Violations	0	
Sludge (Regional Land Fill)	182	tons
Rain Total	2.28	Inches
		Snow Total
		Inches

Other Wastewater Activities and CIP Projects:

Month: April

Week: April 4th, 2022

- Continue Sanitizing procedures for commonly used areas
- Cont. Effluent meter reading from river meter
- Submitted DMR to DEQ
- Submitted Industrial Billing
- Submitted Monthly Credit Card statement
- Repairing Mechanical Bar Screen at Main Pump Station
- Construction Crew in Main Lab 4-4-22
- UV system Checks
- Entered Lab data
- Normal Plant Operations

Month: April

Week: April 11th, 2022

- Continue Sanitizing procedures for commonly used areas
- Cont. Effluent meter reading from river meter
- Reviewed and submitted timesheets
- Submitted March rain data to national weather service
- Annual Crane inspection conducted 4-14-22
- Ran generators
- Received CIP items (Digester Blower and Press Feed Pump) 4-12-22
- Employee Incident while mowing, treated for (facial/eye) injury **No missed Time**
- Repaired drive belt on Thickener sludge pump
- UV system Checks
- Entered Lab data
- Normal Plant Operations

Month: April

Week: April 18th, 2022

- Continue Sanitizing procedures for commonly used areas
- Cont. Effluent meter reading from river meter
- Serviced UV Bank A
- UV Bank A running in Lead 4-21-22
- Received Soda Ash 4-22-22
- UV system Checks
- Entered Lab data
- Normal Plant Operations

Month: April

Week: April 25th, 2022

- Continue Sanitizing procedures for commonly used areas
- Cont. Effluent meter reading from river meter
- Reviewed and submitted timesheets
- Cleaning storage areas of facility
- MAG. Meter at Main Pump Station out of service
- Main Pump Station backup meter in service
- Repaired john Deere mower
- Staff weedeated facility
- UV system Checks
- Entered Lab data
- Normal Plant Operations

Lynch Creek project underway with easement clearing and stabalizing for E and S controls

2021-2022 Water, Sewer & Curbside Refuse Collection Billing History

Printed 4-May-22

Customer Class		May-21	June-21	July-21	August	September-21	October-22	November-22	December-22	January-22	February-22	March-22	April-22	
WATER	Units	24	14	1,280	8	10	1,348	3	19	1,318	9	10	1,353	Average
	Residential Base-IT	43	44	155	43	43	203	43	44	187	45	43	218	450
	Commercial Base-IT	1	-	135	4	2	150	-	-	96	-	-	151	93
	Residential Base-OT	1	1	1	1	1	1	1	1	1	1	1	1	67
	Commercial Base-OT	31	31	31	30	31	31	31	31	31	31	31	31	1
	Municipal													31
	Dormant Accounts													-
	Industrial	5	5	5	5	5	5	5	5	5	5	5	5	5
	TOTAL	105	95	1,607	91	92	1,590	83	100	1,638	91	90	1,759	647
	Gallons													Total
	Residential Use-IT	93,430	208,060	11,526,297	53,460	40,240	15,304,832	3,050	118,530	14,745,412	20,990	253,440	13,858,847	56,226,588
	Commercial Use-IT	2,646,760	6,682,354	2,080,326	2,922,805	3,394,317	6,521,283	2,777,029	2,606,630	4,553,319	2,622,220	3,214,810	4,384,976	44,406,829
	Residential Use-OT	420	-	1,622,205	45,400	17,160	2,022,235	-	-	1,099,074	-	-	1,657,858	6,464,352
	Commercial Use-OT	2,233,900	2,643,000	2,450,500	2,607,400	2,755,900	2,549,200	2,649,600	2,743,000	2,646,800	2,425,000	2,425,000	2,380,000	30,509,300
	Municipal	282,460	439,730	651,040	560,420	685,930	576,600	430,420	485,540	252,200	317,880	317,880	328,450	5,328,550
	Industrial	62,491,305	62,491,305	45,581,047	38,667,583	20,355,918	44,497,366	46,844,127	39,830,252	47,348,727	41,890,355	39,401,090	45,809,047	535,208,122
	TOTAL WATER SOLD	67,748,275	72,464,449	63,911,415	44,857,068	27,249,465	69,466,441	52,704,226	45,783,952	69,546,458	47,276,445	45,612,220	68,419,178	678,143,741
	NET DELIVERED	60,939,619	63,725,038	55,547,791	62,033,286	67,902,352	62,363,388	56,493,868	54,898,806	58,545,251	53,441,639	59,466,715	61,597,331	716,955,084
	FRACTION BILLED	111%	114%	115%	72%	40%	111%	93%	83%	119%	88%	77%	111%	95%
	Total (TOA,sold,hydmts, Leaks)	465,200	211,000	62,000	103,550	49,670	42,800	47,800	297,400	127,423	25,100	21,300	18,700	1,471,943
	Dollarts													Total
	Residential Base & Use-IT	886	953	61,884	359	392	68,403	100	802	62,917	321	1,053	64,401	262,472
	Commercial Base & Use-IT	4,516	24,057	18,017	9,955	11,248	26,738	9,552	9,122	19,514	9,926	11,629	21,423	175,698
	Residential Base & Use-OT	47	-	11,826	349	161	11,004	-	-	9,367	-	-	16,115	48,868
	Commercial Base & Use-OT	9,389	11,078	10,283	10,931	11,544	10,691	11,105	11,491	12,153	11,148	11,148	10,944	131,905
	Municipal	-	-	-	-	-	-	-	-	-	-	-	-	-
	Industrial	169,954	116,100	124,043	105,868	55,844	121,128	168,364	108,847	128,939	125,425	118,494	124,703	1,467,709
	TOTAL	184,792	152,188	226,054	127,462	79,189	227,120	189,121	130,262	223,523	146,820	142,323	237,586	2,086,652

SEWER	Units													Average
	Residential Base-IT	18	14	1,130	7	7	1,181	3	18	1,155	5	9	1,191	395
	Commercial Base-IT	42	20	121	32	41	185	42	43	150	43	40	152	76
	Commercial Base-OT	6	7	7	7	7	7	7	7	7	7	7	7	7
	Municipal	8	8	8	8	8	8	8	8	8	8	8	8	8
	Dormant Accounts													-
	Industrial	4	4	4	4	4	4	4	4	4	4	4	4	4
	TOTAL	78	53	1,270	58	67	1,385	64	80	1,324	67	68	1,362	482
	Gallons													Total
	Residential Use-IT	62,146	177,144	9,083,613	31,528	26,902	8,868,726	2,710	88,689	9,334,889	9,183	14,518	9,095,743	36,795,790
	Commercial Use-IT	1,343,020	1,921,046	2,360,920	1,810,475	1,926,850	4,018,073	1,568,661	1,470,927	3,313,277	1,501,219	2,215,820	3,230,757	26,681,045
	Commercial Use-OT	305,636	293,944	260,328	247,744	265,236	81,500	253,596	266,444	205,521	174,992	2,425,000	182,450	4,962,391
	Municipal	90,160	242,740	127,300	116,460	101,070	215,810	103,660	92,690	157,333	94,850	94,850	133,980	471,968,889
	Industrial	39,550,000	36,440,000	40,660,000	32,970,000	38,740,000	42,750,000	45,410,000	34,410,000	42,206,667	39,540,000	37,420,000	41,872,222	540,408,115
	TOTAL SEWER BILLED	41,350,961	39,074,874	52,492,161	35,176,207	41,060,058	55,934,109	47,338,627	36,328,750	55,217,687	41,320,244	42,170,188	54,515,152	664,071,600
	WWTP EFFLUENT	56,364,000	60,320,000	55,650,700	59,575,900	57,870,800	57,454,200	49,784,700	47,751,600	53,405,500	50,369,700	57,782,200	57,742,300	81%
	FRACTION BILLED	73%	65%	94%	59%	71%	97%	95%	76%	103%	82%	73%	94%	81%
	Dollars													Total
	Residential Base & Use-IT	249	644	31,791	119	116	38,787	17	337	34,970	57	83	35,183	11,863
	Commercial Base & Use-IT	5,252	6,141	5,154	13,130	6,659	14,001	5,427	5,092	13,053	5,470	8,054	10,736	8,181
	Commercial Base & Use-OT	1,283	1,192	2,638	1,337	1,530	666	1,501	1,172	1,493	991	1,629	1,599	1,419
	Municipal	-	-	-	-	-	-	-	-	-	-	-	-	-
	Industrial	134,470	125,723	138,244	112,564	23,780	151,646	160,955	123,148	145,916	147,893	140,304	145,269	1,549,912
	TOTAL	141,254	133,701	177,827	127,150	32,084	205,100	167,900	129,749	195,432	154,411	150,069	192,787	1,571,375

CURBSIDE	Units													Average
	Curbside-IT STOPS													
	Curbside - Brush	203	208	244	167	134	127	85	72	43	67	167	192	155
	Curbside- BULK	147	140	104	131	113	87	102	75	63	46	58	117	85
	TOTAL	350	348	348	298	247	214	187	147	106	113	225	309	240
	Dollars													Total
	Curbside-IT	92	109	98	94	113	87	85	110	84	83	110	91	1,096
	Curbside-BULK	17	24	18	20	11	10	13	9	6	6	14	12	153
	TOTAL	109	133	116	114	124	525	472	413	302	315	574	721	1



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 10.F

REPORTS AND COMMUNICATIONS

Title: April 2022 Police Department Monthly Reports

Staff Resource: APD Chief Merricks

Action(s):

For informational Purposes

Explanation:

Attached are the monthly reports for April 2022 for Council's review

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment 1. APD MONTHLY REPORT-APRIL 2022

Attachment 2. APD PATROL ON 29-APRIL 2022

2022 ALTAVISTA POLICE DEPT MONTHLY REPORT

	January	February	March	April	Year to Date
Criminal Arrests "Felony"	7	0	4	4	15
Criminal Arrests "Misdemeanor"	23	15	8	14	60
Warrant Executed	20	10	11	16	57
Uniform Traffic Summons Issued	30	33	45	32	140
# Traffic Stops	70	115	145	99	429
BOLO'S (Be on Look Out)	4	5	9	3	21
DUI	0	1	0	2	3
IBR	22	28	10	18	78
MVA	6	14	7	10	37
Assist Motorist	14	4	6	9	33
Calls for Service	326	382	372	381	1,461
Alarm Responses	37	14	20	16	87
ECO/TDO	0	0	0	3	3
ECO/ TDO HOURS	0	0	0	7	7
Court Hours	2	13	3.5	5.5	24
Citizen Contacts	1,323	863	1525	1003	4,714
Businesses, Residences Check "Foot Patrols"	147	92	90	149	478
Follow Ups	24	5	5	4	38

PATROL-RT 29-APRIL 2022		Altavista Police Department		
	Location	Time	Officer	Disposition
4-Apr	Rt 29	2322-2327	Pugh	Traffic Stop
4-Apr	Rt 29	2330-2343	Pugh	Traffic Stop
5-Apr	Rt 29	2322-2327	Anthony	Traffic Stop
5-Apr	Rt 29/Clarion	2330-2343	Anthony	Traffic Stop
5-Apr	Rt 29	2110-2115	Pugh	Traffic Stop
8-Apr	Rt 29	1202-1215	Anthony	Traffic Stop
8-Apr	Rt 29	0208-	Earhart	Traffic Stop
8-Apr	Rt 29	0326-	Earhart	Traffic Stop
8-Apr	Rt 29	0208-0218	Pugh	Traffic Stop
8-Apr	Rt 29	0326-0338	Pugh	Traffic Stop
9-Apr	Rt 29	2322-2329	Pugh	Traffic Stop
9-Apr	Rt 29	0412-0611	Pugh	Pursuit
9-Apr	Rt 29	2322-	Earhart	Traffic Stop
9-Apr	Rt 29	0412-	Earhart	Pursuit
14-Apr	Rt 29/Clarion	1923-1926	Anthony	Traffic Stop
14-Apr	Rt 29/Bedford	2103-2110	Anthony	Traffic Stop
14-Apr	29 NB	2312-2318	Anthony	Traffic Stop
14-Apr	Rt 29	2357-0058	Anthony	Assist VSP
14-Apr	Rt 29	0223-0234	Anthony	Traffic Stop
14-Apr	Rt 29	1950-1958	Pugh	Check Location
14-Apr	Rt 29	2357-2359	Pugh	Reckless Driver
14-Apr	Rt 29/Lynch Mill	0034-0044	Pugh	Traffic Stop
14-Apr	Rt 29	2001-	Earhart	Traffic Stop
14-Apr	Rt 29	2103-	Earhart	Traffic Stop
14-Apr	Rt 29	2357-	Earhart	Traffic Stop
18-Apr	Rt 29	1006-1022	Anthony	Disabled Vehicle
18-Apr	Rt 29	1441-1504	Anthony	Traffic Stop
22-Apr	29NB	1457-1503	Anthony	Traffic Stop
22-Apr	Rt 29/Main	2103-2232	Pugh	Traffic Stop
22-Apr	Rt 29	1523-1547	Anthony	Reckless Driver
23-Apr	Rt 29/Main	2116-	Earhart	Traffic Stop
23-Apr	Rt 29/Main	2116-2133	Pugh	Traffic Stop
24-Apr	Rt 29/Clarion	0012-	Earhart	Traffic Stop
24-Apr	Rt 29/Clarion	0012-0017	Pugh	Traffic Stop
27-Apr	Rt 29	1359-1404	Anthony	Traffic Stop
27-Apr	Rt 29/Bedford	2100-2116	Pugh	MVC
27-Apr	Rt 29	2100-	Earhart	MVC
28-Apr	Rt 29/Clarion	0243-	Earhart	Traffic Stop
28-Apr	Rt 29	0243-0257	Anthony	Traffic Stop



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 10.G

REPORTS AND COMMUNICATIONS

Title: Town Council Monthly Calendars

Staff Resource: Crystal Hailey, Assistant Town Clerk

Action(s):

For Itinerary Use

Explanation:

Informational Only

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment 1. Town Council's May 2022 Calendar

Attachment 2. Town Council's June 2022 Calendar

MAY 2022

Sunday	Monday	Tuesday	Weds.	Thursday	Friday	Saturday
1	2 Planning Commission 5:00pm	3	4	5	6	7
8 Mother's Day	9	10 Council Meeting 6pm (Budget Public Hearing)	11	12 AOT Meeting 5:15pm	13	14 Altavista River Fest
15	16	17 Recreation Committee 5:30pm	18	19	20	21 Armed Forces Day
22	23	24 Council Work Session 5pm	25	26	27	28
29	30 Town Offices CLOSED for Memorial Day	31		NOTES: Tuesday, May 24 th AEDA Meeting 8:15am	REMINDER: Tuesday, June 7 th Council Retreat 12noon - 5pm at Train Station	

JUNE 2022

Sunday	Monday	Tuesday	Weds.	Thurs.	Friday	Sat.
			1	2	3	4
5	6 Planning Commission 5:00pm	7 Town Council Retreat 12noon – 5pm (FOIA Training 10am)	8	9 AOT Meeting 5:15pm	10	11
12	13	14 Council Meeting 6pm (Budget Adoption)	15	16	17	18
19 Father's Day & Summer Begins	20	21 Parks & Rec. Mtg. 5:30pm FLAG DAY	22	23	24 Chamber TGIF @Avoca 5:30-9	25
26	27	28 Council Work Session 5pm	29	30	31	NOTE: Town Offices CLOSED Monday, July 3 rd in observance of Fourth of July



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
May 10, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 12.A

CLOSED SESSION

Title: Closed Session Certification

Staff Resource: Gary Shanaberger, Town Manager

Action(s):

Actions, if any, are per Council's discussion and consideration during Closed Session.

Explanation:

Section 2.2-3711 (A)(3) regarding 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)(5) regarding discussion concerning a prospective business or industry or the expansion of an existing industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment. CLOSED SESSION 5.10.22

TOWN COUNCIL CLOSED SESSION

DATE: Tuesday, May 10th, 2022

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) regarding 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)(5) regarding discussion concerning a prospective business or industry or the expansion of an existing industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

The motion was made by _____ and seconded by _____.

Motion carried.

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

Town Council went into Closed Session at _____ PM.

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

FOLLOWING CLOSED SESSION:

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

CERTIFICATION OF CLOSED MEETING

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

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

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

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