



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

**Tuesday, March 8, 2022
6:00 PM - Council's Chambers
510 Seventh Street
Altavista, VA 24517**

Town Council Regular Meeting

1. CALL TO ORDER, INVOCATION AND PLEDGE OF ALLEGIANCE

2. AGENDA ADOPTION

3. RECOGNITIONS AND PRESENTATIONS

3.A Personnel Changes in February 2022

3.B Multiple Sclerosis Awareness
Attachment. Multiple Sclerosis Awareness Month in March 2022

3.C Resolution of Appointment - Board of Zoning Appeals

4. CITIZEN'S TIME

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

5. PARTNER UPDATES

5.A Altavista Area Chamber of Commerce

5.B Altavista On Track (AOT)

6. CONSENT AGENDA

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

6.B Approval of Town Council Meeting Minutes
Attachment. Town Council RM Minutes 2.8.22

7. PUBLIC HEARING(S)

8. NEW BUSINESS

- 8.A Old Garbage Truck #1017 - Needed Repairs
2006 Peterbuilt Garbage Truck Repairs #1017.pdf
- 8.B Bluegrass in the Park 2022 - Request for Assistance
Attachment. Bluegrass Festival
- 8.C Information Regarding Community Events and Business

9. UNFINISHED BUSINESS

10. REPORTS AND COMMUNICATIONS

- 10.A Utility Reports
 - Attachment 1. Aeration Project 3-1-22.pdf
 - Attachment 2. Filter Upgrade Project 3-1-22.pdf
 - Attachment 3. Lynch Creek Sewer Status Update 3-1-22.doc
 - Attachment 4. McMinnis WL Project 3-1-22.doc
 - Attachment 5. Melinda HPZ Project 3-1-22.pdf
 - Attachment 6. Springs SCADA Project 3-1-2022.pdf
 - Attachment 7. VDEM Generator Project 3-1-22.pdf
 - Attachment 8. WWTP Electrical Upgrade 3-1-22.pdf
 - Attachment 9. February 2022 Monthly Report for Council Members 2z.pdf
 - Attachment 10. February 2022 Monthly Report for Council Members 1z.pdf
- 10.B Public Services Monthly Reports
 - Attachment 1. BUILDINGS AND GROUNDS MONTHLY REPORT FEBRUARY 2022.docx
 - Attachment 2. STREET DEPARTMENT MONTHLY REPORT- FEBRUARY 2022.docx
 - Attachment 3. FLEET MAINTENANCE DEPARTMENT-FEBRUARY 2022.docx
 - Attachment 4. Frazier Road Project 3 -1-22.docx
- 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 Police Department Monthly Report
 - Attachment 1. APD PATROL ON RT 29-FEBRUARY 2022
 - Attachment 2. APD Monthly Report-February 2022
- 10.E Community Development Monthly Report
 - CD February 2022 Monthly Report.docx
- 10.F Town Council Monthly Agenda Calendars
 - Attachment 1. Council Calendar - March 2022
 - Attachment 2. Council Calendar - April 2022

11. MATTERS FROM COUNCIL

12. TOWN COUNCIL CLOSED SESSION

12.A [Town Council Closed Session, Section 2.2-3711 \(A\)\(1\)](#)
[Attachment. CLOSED SESSION 3.08.22.: Section 2.2-3711 \(A\)\(1\)](#)

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
March 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 3.A

RECOGNITIONS AND PRESENTATIONS

Title: Personnel Changes in February 2022

Staff Resource: Jo Ann Myers, Human Resources

Action(s):

Informational Only

Explanation:

Milestones

No new milestones to report.

New Hire

Gayle Puckett, Avoca Events Coordinator, as of 2/15/22

Departure

Jason Roberts, Utilities Maintenance Supervisor, as of 2/25/22

Background:

Funding Source(s):

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 3.B

RECOGNITIONS AND PRESENTATIONS

Title: Multiple Sclerosis Awareness

Staff Resource: Sharon D. Williams, Community Development Director

Action(s):

Request for Council to consider approving a Proclamation declaring March 2022 as Multiple Sclerosis awareness month in the Town of Altavista.

Explanation:

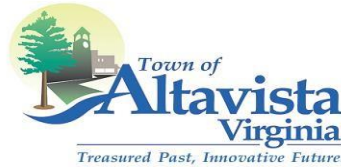
Representing request is citizen Denise Ellis

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment. Multiple Sclerosis Awareness Month in March 2022



**PROCLAMATION DECLARING MARCH AS
“MULTIPLE SCLEROSIS EDUCATION AND AWARENESS MONTH”**

WHEREAS, Multiple Sclerosis (MS) is a chronic, often disabling disease of the central nervous system that affects approximately 400,000 people in the United States; and

WHEREAS, it typically strikes young adults in the prime of life – in their 20’s to 40’s. Women are more likely to have multiple sclerosis by about 3:1. Symptoms can begin as simply as tingling and progress to near paralysis;

WHEREAS, March is Multiple Sclerosis Education and Awareness Month. It is important for better education and awareness of multiple sclerosis so that its victims can lead more productive and satisfying live – to benefit themselves, their caregivers and families, and the overall community; and

WHEREAS, multiple sclerosis is a disease that not only affects the person with the condition, but also greatly impacts family, friends, and the community; and

WHEREAS, the exact cause of multiple sclerosis is still unknown, and there is no known cure; and

WHEREAS, the symptoms of multiple sclerosis may be mild such as numbness in the limbs, or severe, such as paralysis or loss of vision; and

WHEREAS, every hour of every day, someone is newly diagnosed with multiple sclerosis; and

WHEREAS, the Multiple Sclerosis Alliance of Virginia (MSAV) provides programs and services for anyone in Virginia whose life has been affected by MS; and

NOW, THEREFORE, I, Mike Mattox, Mayor of the Town of Altavista do hereby proclaim March 2022 as

MULTIPLE SCLEROSIS (MS) EDUCATION AND AWARENESS MONTH

throughout the Town of Altavista and urge all citizens to observe this month by becoming aware of the difficulties that individuals with MS face on a daily basis, supporting those who are working toward its end and participating in community efforts. The Altavista Town Council joins advocates and communities across the country in playing an active role to prevent Multiple Sclerosis.

Adopted this 8th day of March 2022 by the Altavista Town Council.

Mike Mattox, Mayor
Town of Altavista, VA

Gary Shanaberger,
Clerk of Council, Altavista VA



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 3.C

RECOGNITIONS AND PRESENTATIONS

Title: Resolution of Appointment - Board of Zoning Appeals

Staff Resource: Gary Shanaberger, Town Manager, and Sharon D. Williams, Community Development Director

Action(s):

Recommendation of Staff to approve the Resolution of Appointment as presented.

Explanation:

Staff seeks Council's approval of the Resolution for Appointment to the Board of Zoning Appeals for Gary Penn and Deborah Lewis Robinson.

Background:

Town Council approved the appointment application of Gary Penn at their September 28, 2021, Work Session, to fill the vacancy from Johelen Martin's expired term, August 2021; and Town Council also approved the appointment application of Deborah Lewis Robinson at their February 22, 2022, Work Session, to fill the unexpired term of Charles Eubanks, until August 2022.

Funding Source(s):

N / A

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 5.A

PARTNER UPDATES

Title: Altavista Area Chamber of Commerce

Staff Resource: Grace Mattox, Chamber of Commerce Executive Director

Action(s):

Informational Only

Explanation:

Ms. Mattox 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
March 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 5.B

PARTNER UPDATES

Title: Altavista On Track (AOT)

Staff Resource: Sharon D. Williams, Community Development Director

Action(s):

Informational Only

Explanation:

per Ms. Williams, Reverend Ed Soto, Altavista On Track Board President, will be present to provide Town Council with AOT's most recent updates, and any new information pertaining to upcoming events.

Background:

Funding Source(s):

N / A

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 6.A

CONSENT AGENDA

Title: Acceptance of Monthly Financial Reports

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. February 2022 Check Register

Attachment 2. February 2022 Revenue Report

Attachment 3. February 2022 Expenditure Report

Attachment 4. February 2022 Reserve Balance / Investment Report

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
42737	1023	ALL TRAFFIC SOLUTIONS, INC	02/04/2022	15,499.00		00	OUTSTANDING	
42738	498	ALTAVISTA INSTRUMENTS & CONTROL	02/04/2022	8,950.00		00	OUTSTANDING	
42739	886	AT&T MOBILITY	02/04/2022	344.16		00	OUTSTANDING	
42740	103	BEACON CREDIT UNION	02/04/2022	230.00		00	OUTSTANDING	
42741	1004	TAYLOR HUDSON BERGER	02/04/2022	20.00		00	OUTSTANDING	
42742	4	BOXLEY AGGREGATES	02/04/2022	1,621.22		00	OUTSTANDING	
42743	797	CAMPBELL COUNTY CIRCUIT COURT	02/04/2022	20.00		00	OUTSTANDING	
42744	583	CAMPBELL COUNTY PUBLIC LIBRARY	02/04/2022	946.20		00	OUTSTANDING	
42745	9999997	CAMPBELL, ERICA G.	02/04/2022	10.40		00	OUTSTANDING	
42746	967	CARDNO INC	02/04/2022	1,120.00		00	OUTSTANDING	
42747	727	CAROTEK INC	02/04/2022	5,824.13		00	OUTSTANDING	
42748	28	COLUMBIA GAS	02/04/2022	2,351.65		00	OUTSTANDING	
42749	994	LARRY DALTON	02/04/2022	400.00		00	OUTSTANDING	
42750	569	DIAMOND PAPER CO INC	02/04/2022	462.18		00	OUTSTANDING	
42751	394	ELECTRONIC SYSTEMS INC	02/04/2022	13.35		00	OUTSTANDING	
42752	924	ENGINEERING CONCEPTS INC	02/04/2022	3,250.00		00	OUTSTANDING	
42753	301	ENGLISH'S LLC	02/04/2022	868.47		00	OUTSTANDING	
42754	118	FERGUSON ENTERPRISES LLC	02/04/2022	7,907.69		00	OUTSTANDING	
42755	50	GRETN TIRE INC	02/04/2022	2,268.95		00	OUTSTANDING	
42756	52	HACH COMPANY	02/04/2022	3,832.00		00	OUTSTANDING	
42757	305	HAWKINS-GRAVES INC	02/04/2022	1,547.50		00	OUTSTANDING	
42758	9999997	HEDRICK, SHANE	02/04/2022	47.15		00	OUTSTANDING	
42759	332	HURT & PROFFITT INC	02/04/2022	8,354.18		00	OUTSTANDING	
42760	57	ICMA RETIREMENT TRUST-457 #304	02/04/2022	270.00		00	OUTSTANDING	
42761	566	INTEGRATED TECHNOLOGY GROUP IN	02/04/2022	6,230.94		00	OUTSTANDING	
42762	935	MATTERN & CRAIG INC	02/04/2022	25,212.50		00	OUTSTANDING	
42763	816	PACE ANAYLTICAL SERVICES LLC	02/04/2022	333.46		00	OUTSTANDING	
42764	843	BETTY PICKERAL	02/04/2022	1,150.00		00	OUTSTANDING	
42765	510	RIVER VALLEY RESOURCES LLC	02/04/2022	14.75		00	OUTSTANDING	
42766	476	SHARP BUSINESS SYSTEMS	02/04/2022	53.13		00	OUTSTANDING	
42767	894	THE EMBERS AGENCY	02/04/2022	500.00		00	OUTSTANDING	
42768	177	THE GUN SHOP	02/04/2022	6,311.69		00	OUTSTANDING	
42769	872	TIAA COMMERCIAL FINANCE INC	02/04/2022	153.00		00	OUTSTANDING	
42770	124	TREASURER OF VA	02/04/2022	320.00		00	OUTSTANDING	
42771	85	TREASURER OF VA /CHILD SUPPORT	02/04/2022	703.88		00	OUTSTANDING	
42772	35	TREASURER OF VA/VITA	02/04/2022	5.50		00	OUTSTANDING	
42773	92	UNIFIRST CORP	02/04/2022	2,300.36		00	OUTSTANDING	
42774	110	VUPS INC	02/04/2022	42.00		00	OUTSTANDING	
42775	978	REGINALD C BENNETT	02/11/2022	50.00		00	OUTSTANDING	
42776	162	BENNETT'S MECHANICAL COMPANY I	02/11/2022	2,420.00		00	OUTSTANDING	
42777	12	BRENNTAG MID-SOUTH INC	02/11/2022	1,227.22		00	OUTSTANDING	
42778	19	CARTER MACHINERY CO INC	02/11/2022	24.00		00	OUTSTANDING	
42779	736	MARVIN CLEMENTS	02/11/2022	75.00		00	OUTSTANDING	
42780	28	COLUMBIA GAS	02/11/2022	30.45		00	OUTSTANDING	
42781	32	CONTROL EQUIPMENT CO INC	02/11/2022	1,681.29		00	OUTSTANDING	
42782	164	DMV	02/11/2022	125.00		00	OUTSTANDING	
42783	36	DOMINION VIRGINIA POWER	02/11/2022	49,195.79		00	OUTSTANDING	
42784	305	HAWKINS-GRAVES INC	02/11/2022	943.39		00	OUTSTANDING	
42785	892	J & J PORTAPOTTY INC	02/11/2022	170.00		00	OUTSTANDING	
42786	1	JAMES MOORE	02/11/2022	59.74		00	OUTSTANDING	
42787	564	JOHN JORDAN	02/11/2022	75.00		00	OUTSTANDING	

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
42788	829	MARIE MITCHELL	02/11/2022	75.00		00	OUTSTANDING	
42789	9999998	MOON, JEFF	02/11/2022	150.00		00	OUTSTANDING	
42790	860	MUNICIPAL EMERGENCY SERV DEPOS	02/11/2022	1,186.52		00	OUTSTANDING	
42791	300	NAPA AUTO PARTS	02/11/2022	1,557.90		00	OUTSTANDING	
42792	67	ORKIN PEST CONTROL LLC	02/11/2022	328.00		00	OUTSTANDING	
42793	816	PACE ANAYLTICAL SERVICES LLC	02/11/2022	654.36		00	OUTSTANDING	
42794	1007	PINEY RIDGE CONTRACTING & CONS	02/11/2022	64,792.93		00	OUTSTANDING	
42795	317	POWELL'S TRUCK & EQUIPMENT INC	02/11/2022	85.58		00	OUTSTANDING	
42796	327	PUBLIC AGENCY TRAINING COUNCIL	02/11/2022	700.00		00	OUTSTANDING	
42797	857	RIVERSTREET NETWORKS	02/11/2022	367.01		00	OUTSTANDING	
42798	939	SECURITY LOCK AND KEY	02/11/2022	290.00		00	OUTSTANDING	
42799	177	THE GUN SHOP	02/11/2022	2,323.63		00	OUTSTANDING	
42800	186	THE NEWS & ADVANCE	02/11/2022	670.40		00	OUTSTANDING	
42801	834	ULINE	02/11/2022	85.58		00	OUTSTANDING	
42802	900	US BANK EQUIPMENT FINANCE	02/11/2022	232.66		00	OUTSTANDING	
42803	136	USABLUBOOK	02/11/2022	396.67		00	OUTSTANDING	
42804	601	VACORP	02/11/2022	368.45		00	OUTSTANDING	
42805	730	VALLEY FASTENERS OF LYNCHBURG	02/11/2022	166.04		00	OUTSTANDING	
42806	756	WAGeworks INC	02/11/2022	121.75		00	OUTSTANDING	
42807	658	WKDE-FM	02/11/2022	110.00		00	OUTSTANDING	
42808	9	AFLAC	02/18/2022	2,769.37		00	OUTSTANDING	
42809	84	ALTAVISTA JOURNAL	02/18/2022	142.51		00	OUTSTANDING	
42810	103	BEACON CREDIT UNION	02/18/2022	230.00		00	OUTSTANDING	
42811	294	BUSINESS CARD	02/18/2022	14,979.74		00	OUTSTANDING	
42812	937	ENGLISH CONSTRUCTION CO INC	02/18/2022	237,320.92		00	OUTSTANDING	
42813	118	FERGUSON ENTERPRISES LLC	02/18/2022	5,418.99		00	OUTSTANDING	
42814	111	GRAINGER INC	02/18/2022	471.36		00	OUTSTANDING	
42815	916	GRANITE TELECOMMUNICATIONS	02/18/2022	691.75		00	OUTSTANDING	
42816	741	JUDITH HEDGPETH	02/18/2022	360.00		00	OUTSTANDING	
42817	332	HURT & PROFFITT INC	02/18/2022	4,802.56		00	OUTSTANDING	
42818	57	ICMA RETIREMENT TRUST-457 #304	02/18/2022	270.00		00	OUTSTANDING	
42819	58	INSTRUMENTATION SERVICES INC	02/18/2022	708.00		00	OUTSTANDING	
42820	1002	LORD & COMPANY	02/18/2022	6,150.00		00	OUTSTANDING	
42821	9999998	LUKAS, CHERILYN	02/18/2022	150.00		00	OUTSTANDING	
42822	218	MINNESOTA LIFE	02/18/2022	158.77		00	OUTSTANDING	
42823	670	PATRIOT SAFETY SUPPLY	02/18/2022	280.00		00	OUTSTANDING	
42824	865	JASON ROBERTS	02/18/2022	221.90		00	OUTSTANDING	
42825	992	TLG PETERBILT	02/18/2022	10,494.88		00	OUTSTANDING	
42826	996	TONEY CONSTRUCTION INC	02/18/2022	55,019.71		00	OUTSTANDING	
42827	85	TREASURER OF VA /CHILD SUPPORT	02/18/2022	703.88		00	OUTSTANDING	
42828	9999998	WITT, CATHERINE	02/18/2022	150.00		00	OUTSTANDING	
42829	793	XEROX FINANCIAL SERVICES	02/18/2022	415.78		00	OUTSTANDING	
42830	973	CAMPBELL HEATING AND COOLING	02/25/2022	172.25		00	OUTSTANDING	
42831	427	CENTURYLINK	02/25/2022	615.64		00	OUTSTANDING	
42832	999	CONTECH ENGINEERED SOLUTIONS L	02/25/2022	27,950.00		00	OUTSTANDING	
42833	32	CONTROL EQUIPMENT CO INC	02/25/2022	22,332.84		00	OUTSTANDING	
42834	1011	COTTLE MULTI-MEDIA INC	02/25/2022	58.50		00	OUTSTANDING	
42835	332	HURT & PROFFITT INC	02/25/2022	7,502.44		00	OUTSTANDING	
42836	401	IDEXX DISTRIBUTION INC	02/25/2022	2,070.29		00	OUTSTANDING	
42837	348	LYNDON T MYERS	02/25/2022	1,370.00		00	OUTSTANDING	
42838	670	PATRIOT SAFETY SUPPLY	02/25/2022	7,282.86		00	OUTSTANDING	

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
42839	843	BETTY PICKERAL	02/25/2022	1,150.00		00	OUTSTANDING	
42840	884	RESERVE ACCOUNT	02/25/2022	2,000.00		00	OUTSTANDING	
42841	665	SELECT AIR MECHANICAL ELECTRIC	02/25/2022	180.00		00	OUTSTANDING	
42842	80	SOUTHSIDE ELECTRIC COOP	02/25/2022	1,186.34		00	OUTSTANDING	
42843	778	SPRINT	02/25/2022	1,807.34		00	OUTSTANDING	
42844	879	THE BERKLEY GROUP LLC	02/25/2022	15,650.00		00	OUTSTANDING	

BANK: 00 *****

NO. OF CHECKS:	108	CHECKS OUTSTANDING	673,467.42 ***	
OUTSTANDING CHECKS:	108	RECONCILED CHECKS:	VOID CHECKS:	
	673,467.42	.00	.00	.00

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT	DATE CLEARED	BANK CODE	STATUS	ORIGINAL AMOUNT
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NO. OF CHECKS:	108	TOTAL CHECKS	673,467.42	***				
OUTSTANDING CHECKS:	108	RECONCILED CHECKS:						
	673,467.42		.00	.00				.00

PREPARED 03/04/2022, 8:20:38
PROGRAM: GM259L

TOWN OF ALTAVISTA
REVENUE REPORT
67% OF YEAR LAPSED

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ACCOUNTING PERIOD 08/2022

TOWN OF ALTAVISTA

FUND 010 GENERAL FUND		*****	CURRENT	*****	*****	YEAR-TO-DATE	*****	ANNUAL	UNREALIZED
ACCOUNT	ACCOUNT DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
01 01	CONTRACTORS	375	.00		3,000	90.00	3	4,500	4,410.00
01 02	RETAIL SALES	4,833	.00		38,664	605.24	2	58,000	57,394.76
01 03	FINANCIAL, RE & PROF	350	.00		2,800	105.11	4	4,200	4,094.89
01 04	REPAIRS & PERSONAL SVC	833	.00		6,664	354.72	5	10,000	9,645.28
01 05	WHOLESALE BUSINESS	37	.00		296	.00		450	450.00
01 06	UTILITIES	225	.00		1,800	30.00	2	2,700	2,670.00
01 07	HOTELS	70	.00		560	.00		850	850.00
01 *	BUSINESS LICENSE FEES	6,723	.00		53,784	1,185.07	2	80,700	79,514.93
02 01	ZONING,SIGN,HOME OCCUPATN	108	105.00	97	864	846.00	98	1,300	454.00
308 **	LICENSES, PERMITS & FEES	6,831	105.00	2	54,648	2,031.07	4	82,000	79,968.93
300 ***	TAXES	372,863	197,635.31		2,982,904	3,619,971.45		4,474,450	854,478.55
310	FINES & FORFEITURES								
01 00	COURT FINES	500	1,321.30	264	4,000	6,423.45	161	6,000	423.45-
02 00	PARKING FINES	25	.00		200	140.00	70	300	160.00
310 **		525	1,321.30	252	4,200	6,563.45	156	6,300	263.45-
310 ***	FINES & FORFEITURES	525	1,321.30		4,200	6,563.45		6,300	263.45-
320	INVESTMENT EARNINGS								
321	INTEREST								
02 00	INTEREST INCOME	0	820.67		0	26,403.92		0	26,403.92-
321 **	INTEREST	0	820.67		0	26,403.92		0	26,403.92-
320 ***	INVESTMENT EARNINGS	0	820.67		0	26,403.92		0	26,403.92-
330	CHARGES FOR SERVICES								
331	RENTS								
01 00	RENTAL OF GENERAL PROP	83	25.00	30	664	641.00	97	1,000	359.00
01 01	PAVILION RENTALS	208	50.00	24	1,664	825.00	50	2,500	1,675.00
01 02	BOOKER BUILDING RENTALS	275	1,025.00	373	2,200	2,370.00	108	3,300	930.00
01 03	SPARK INNOVATION CENTER	1,500	.00		12,000	.00		18,000	18,000.00
01 *	RENTAL OF GENERAL PROP	2,066	1,100.00	53	16,528	3,836.00	23	24,800	20,964.00
02 00	RENTAL OF REAL PROP	6,666	6,416.17	96	53,328	46,248.04	87	80,000	33,751.96
331 **	RENTS	8,732	7,516.17	86	69,856	50,084.04	72	104,800	54,715.96
336	LOANS								
336 **	LOANS	0	.00		0	.00		0	.00

PREPARED 03/04/2022, 8:20:38
PROGRAM: GM259L

TOWN OF ALTAVISTA
REVENUE REPORT
67% OF YEAR LAPSED

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ACCOUNTING PERIOD 08/2022

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		336	.00		500	500.00
337	** CODE ENFORCEMENT	42	.00		336	.00		500	500.00
330	*** CHARGES FOR SERVICES	8,774	7,516.17		70,192	50,084.04		105,300	55,215.96
340	INTERGOVERNMENTAL REVENUE								
341	STATE								
03 00	RAILROAD ROLLING STOCK	1,333	.00		10,664	15,712.02	147	16,000	287.98
04 00	DCJS GRANT	6,666	.00		53,328	44,572.00	84	80,000	35,428.00
06 00	RENTAL TAX	83	68.94	83	664	686.29	103	1,000	313.71
08 00	MISCELLANEOUS STATE GRANT	1,250	.00		10,000	15,000.00	150	15,000	.00
11 00	VDOT CONTRACTUAL SERVICES	250	41,050.00	6420	2,000	41,050.00	2053	3,000	38,050.00-
12 00	VDOT PD GRANT - OVERTIME	416	.00		3,328	4,865.00	146	5,000	135.00
13 00	STATE TRANSIT REVENUE	1,545	.00		12,360	30,782.00	249	18,540	12,242.00-
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	41,118.94	356	92,344	153,819.31	167	138,540	15,279.31-
342	COUNTY								
02 00	LITTER GRANT	141	2,537.00	1799	1,128	2,537.00	225	1,700	837.00-
03 00	FIRE DEPT FUEL REIMB	833	2,279.68	274	6,664	6,778.00	102	10,000	3,222.00
342	** COUNTY	974	4,816.68	495	7,792	9,315.00	120	11,700	2,385.00
343	FEDERAL								
04 00	FEDERAL TRANSIT REVENUE	6,818	.00		54,544	20,211.00	37	81,820	61,609.00
343	** FEDERAL	6,818	.00		54,544	20,211.00	37	81,820	61,609.00
340	*** INTERGOVERNMENTAL REVENUE	19,335	45,935.62		154,680	183,345.31		232,060	48,714.69
350	OTHER REVENUE								
351	MISCELLANEOUS								
01 00	SALES OF SUPPLIES & MAT	625	2,746.20	439	5,000	2,798.20	56	7,500	4,701.80
01 *	SALES OF SUPPLIES & MAT	625	2,746.20	439	5,000	2,798.20	56	7,500	4,701.80
03 00	CASH DISCOUNTS	8	.00		64	.00		100	100.00
04 00	MISCELLANEOUS	1,166	16,866.31-	1447	9,328	31,203.62	335	14,000	17,203.62-
04 02	HURT / LIGHTS	25	183.92	736	200	183.92	92	300	116.08
04 03	HURT / SOLID WASTE COLL	2,997	18,673.20	623	23,976	18,673.20	78	35,960	17,286.80
04 04	ESTATE OF ROBERTA F JENKS	683	778.50	114	5,464	6,380.51	117	8,200	1,819.49
04 *	MISCELLANEOUS	4,871	2,769.31	57	38,968	56,441.25	145	58,460	2,018.75

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TOWN OF ALTAVISTA
REVENUE REPORT
67% OF YEAR LAPSED

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ACCOUNTING PERIOD 08/2022

TOWN OF ALTAVISTA

FUND 010 GENERAL FUND

ACCOUNT	ACCOUNT DESCRIPTION	***** ESTIMATED	CURRENT ACTUAL	***** %REV	***** ESTIMATED	YEAR-TO-DATE ACTUAL	***** %REV	ANNUAL ESTIMATE	UNREALIZED BALANCE
05 00	AVOCA REIMBURSEMENT	0	2,154.50		0	6,534.50		0	6,534.50-
08 00	REIMB OF INSURANCE CLAIM	0	.00		0	6,368.13		0	6,368.13-
351 **	MISCELLANEOUS	5,504	7,670.01	139	44,032	72,142.08	164	66,060	6,082.08-
350 ***	OTHER REVENUE	5,504	7,670.01		44,032	72,142.08		66,060	6,082.08-
360	OTHER FINANCING SOURCES								
361	TRANSFER IN								
01 00	FROM RESERVES	98,593	.00		788,744	.00		1,183,120	1,183,120.00
01 01	RESERVE MAIN. FUNDS	4,833	.00		38,664	.00		58,000	58,000.00
01 *	FROM RESERVES	103,426	.00		827,408	.00		1,241,120	1,241,120.00
03 01	DESIGNATED	17,951	.00		143,608	.00		215,420	215,420.00
361 **	TRANSFER IN	121,377	.00		971,016	.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		971,016	.00		1,456,540	1,456,540.00
FUND TOTAL	GENERAL FUND	528,378	260,899.08		4,227,024	3,958,510.25		6,340,710	2,382,199.75

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TOWN OF ALTAVISTA
REVENUE REPORT
67% OF YEAR LAPSED

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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	102.85		0	519.91		0	519.91-
321	** INTEREST	0	102.85		0	519.91		0	519.91-
320	*** INVESTMENT EARNINGS	0	102.85		0	519.91		0	519.91-
340	INTERGOVERNMENTAL REVENUE								
341	STATE								
07 00	STREET & HIGHWAY MAINT	60,833	.00		486,664	384,067.64	79	730,000	345,932.36
07 01	CARRYOVER OF FUNDS	25,980	.00		207,840	.00		311,770	311,770.00
07 *	STREET & HIGHWAY MAINT	86,813	.00		694,504	384,067.64	55	1,041,770	657,702.36
341	** STATE	86,813	.00		694,504	384,067.64	55	1,041,770	657,702.36
340	*** INTERGOVERNMENTAL REVENUE	86,813	.00		694,504	384,067.64		1,041,770	657,702.36
350	OTHER REVENUE								
351	MISCELLANEOUS								
351	** MISCELLANEOUS	0	.00		0	.00		0	.00
350	*** OTHER REVENUE	0	.00		0	.00		0	.00
360	OTHER FINANCING SOURCES								
361	TRANSFER IN								
361	** TRANSFER IN	0	.00		0	.00		0	.00
360	*** OTHER FINANCING SOURCES	0	.00		0	.00		0	.00
FUND TOTAL STATE HIGHWAY REIMB FUND		86,813	102.85		694,504	384,587.55		1,041,770	657,182.45

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REVENUE REPORT
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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

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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	110.81		0	1,925.13		0	1,925.13-
321	** INTEREST	0	110.81		0	1,925.13		0	1,925.13-
320	*** INVESTMENT EARNINGS	0	110.81		0	1,925.13		0	1,925.13-
330	CHARGES FOR SERVICES								
332	WATER CHARGES								
01 00	INDUSTRIAL	116,250	130,065.82	112	930,000	847,395.18	91	1,395,000	547,604.82
02 00	BUSINESS & RESIDENTIAL	25,500	7,972.87	31	204,000	152,398.69	75	306,000	153,601.31
03 00	OUTSIDE COMMUNITY	15,416	11,990.00	78	123,328	99,815.62	81	185,000	85,184.38
04 00	WATER CONNECTION FEES	125	.00		1,000	.00		1,500	1,500.00
05 00	BULK WATER PURCHASE	833	.00		6,664	2,461.00	37	10,000	7,539.00
332	** WATER CHARGES	158,124	150,028.69	95	1,264,992	1,102,070.49	87	1,897,500	795,429.51
333	SEWER CHARGES								
01 00	INDUSTRIAL	141,666	147,795.60	104	1,133,328	964,039.50	85	1,700,000	735,960.50
02 00	BUSINESS & RESIDENTIAL	21,666	6,889.53	32	173,328	128,939.66	74	260,000	131,060.34
03 00	OUTSIDE COMMUNITY	133	.00		1,064	1,111.61	105	1,600	488.39
04 00	SEWER CONNECTION FEES	166	.00		1,328	4,600.00	346	2,000	2,600.00-
05 00	SEWER SURCHARGES	4,166	4,383.55	105	33,328	87,651.23	263	50,000	37,651.23-
333	** SEWER CHARGES	167,797	159,068.68	95	1,342,376	1,186,342.00	88	2,013,600	827,258.00
334	WATER & SEWER								
00 00	WATER & SEWER	558	119.18-	21	4,464	4,322.42	97	6,700	2,377.58
01 01	MONTHLY	4,166	4,325.75	104	33,328	30,280.25	91	50,000	19,719.75
01 02	QUARTERLY	11,666	19.50-		93,328	72,259.85	77	140,000	67,740.15
01 *	BASE RATE FEE	15,832	4,306.25	27	126,656	102,540.10	81	190,000	87,459.90
334	** WATER & SEWER	16,390	4,187.07	26	131,120	106,862.52	82	196,700	89,837.48
330	*** CHARGES FOR SERVICES	342,311	313,284.44		2,738,488	2,395,275.01		4,107,800	1,712,524.99
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-

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TOWN OF ALTAVISTA
REVENUE REPORT
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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	.00		0	7.42		0	7.42-
04 00	MISCELLANEOUS	2,083	1,960.00	94	16,664	22,897.65	137	25,000	2,102.35
04 05	ABBOTT WTR LINE PROJECT	0	.00		0	41,660.00		0	41,660.00-
04 *	MISCELLANEOUS	2,083	1,960.00	94	16,664	64,557.65	387	25,000	39,557.65-
351	** MISCELLANEOUS	2,083	1,960.00	94	16,664	64,565.07	388	25,000	39,565.07-
350	*** OTHER REVENUE	2,083	1,960.00		16,664	64,565.07		25,000	39,565.07-
360	OTHER FINANCING SOURCES								
361	TRANSFER IN								
01 00	FROM RESERVES	2,795	.00		22,360	.00		33,550	33,550.00
03 00	FROM GENERAL FUND	0	2,000,000.00		0	2,000,000.00		0	2,000,000.00-
11 00	BOND PROCEEDS	392,854	.00		3,142,832	.00		4,714,250	4,714,250.00
361	** TRANSFER IN	395,649	2,000,000.00	506	3,165,192	2,000,000.00	63	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	2,000,000.00		3,165,192	2,000,000.00		4,747,800	2,747,800.00
FUND TOTAL WATER & SEWER FUND		740,043	2,315,355.25		5,920,344	4,924,172.21		8,880,600	3,956,427.79

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TOWN OF ALTAVISTA
REVENUE REPORT
67% OF YEAR LAPSED

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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	.08		0	.08-
321	** INTEREST	0	.01		0	.08		0	.08-
320	*** INVESTMENT EARNINGS	0	.01		0	.08		0	.08-
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	.08		0	.08-

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TOWN OF ALTAVISTA
REVENUE REPORT
67% OF YEAR LAPSED

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TOWN OF ALTAVISTA

FUND 070 COMMUNITY IMPROV FUND		***** CURRENT *****			***** YEAR-TO-DATE *****			ANNUAL	UNREALIZED
ACCOUNT	ACCOUNT DESCRIPTION	ESTIMATED	ACTUAL	%REV	ESTIMATED	ACTUAL	%REV	ESTIMATE	BALANCE
320	INVESTMENT EARNINGS								
321	INTEREST								
321	** INTEREST	0	.00		0	.00		0	.00
320	*** INVESTMENT EARNINGS	0	.00		0	.00		0	.00
330	CHARGES FOR SERVICES								
335	RECREATION								
335	** RECREATION	0	.00		0	.00		0	.00
336	LOANS								
336	** LOANS	0	.00		0	.00		0	.00
330	*** CHARGES FOR SERVICES	0	.00		0	.00		0	.00
340	INTERGOVERNMENTAL REVENUE								
341	STATE								
341	** STATE	0	.00		0	.00		0	.00
343	FEDERAL								
08 00	USDA GRANT REVENUE	0	.00		0	60,050.00		0	60,050.00-
343	** FEDERAL	0	.00		0	60,050.00		0	60,050.00-
340	*** INTERGOVERNMENTAL REVENUE	0	.00		0	60,050.00		0	60,050.00-
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	.00		0	60,050.00		0	60,050.00-

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REVENUE REPORT
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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	2,100.00	146	11,496	7,300.00	64	17,250	9,950.00
308	** LICENSES, PERMITS & FEES	1,437	2,100.00	146	11,496	7,300.00	64	17,250	9,950.00
300	*** TAXES	1,437	2,100.00		11,496	7,300.00		17,250	9,950.00
320	INVESTMENT EARNINGS								
321	INTEREST								
02 00	INTEREST INCOME	0	9.63		0	7,046.28		0	7,046.28-
321	** INTEREST	0	9.63		0	7,046.28		0	7,046.28-
320	*** INVESTMENT EARNINGS	0	9.63		0	7,046.28		0	7,046.28-
350	OTHER REVENUE								
351	MISCELLANEOUS								
02 00	SALE OF REAL ESTATE	375	2,250.00	600	3,000	10,250.00	342	4,500	5,750.00-
351	** MISCELLANEOUS	375	2,250.00	600	3,000	10,250.00	342	4,500	5,750.00-
350	*** OTHER REVENUE	375	2,250.00		3,000	10,250.00		4,500	5,750.00-
360	OTHER FINANCING SOURCES								
361	TRANSFER IN								
03 00	FROM GENERAL FUND	4,700	.00		37,600	25,000.00	67	56,400	31,400.00
361	** TRANSFER IN	4,700	.00		37,600	25,000.00	67	56,400	31,400.00
360	*** OTHER FINANCING SOURCES	4,700	.00		37,600	25,000.00		56,400	31,400.00
FUND TOTAL CEMETERY FUND		6,512	4,359.63		52,096	49,596.28		78,150	28,553.72
GRAND TOTAL		1,361,746	2,580,716.82		10,893,968	9,376,916.37		16,341,230	6,964,313.63

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TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
67% OF YEAR LAPSED

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REPORT SELECTIONS

Fiscal year : 2022
All Funds
All Departments
All Divisions
Suppress accounts with zero balances : Y

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 TOWN OF ALTAVISTA

DETAIL BUDGET REPORT
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FUND 010 GENERAL FUND		DEPT/DIV 1001 COUNCIL/COUNCIL											
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB		DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
40			ADMINISTRATION										
400			COUNCIL / PLANNING COMM										
	10		SALARIES AND WAGES										
	10	01	TOWN COUNCIL	2166	2166.69	100	17328	17333.52	100	.00	26000	8666.48	67
	10	**	SALARIES AND WAGES	2166	2166.69	100	17328	17333.52	100	.00	26000	8666.48	67
	20		BENEFITS										
	20	02	FICA	166	165.73	100	1328	1325.84	100	.00	2000	674.16	66
	20	**	BENEFITS	166	165.73	100	1328	1325.84	100	.00	2000	674.16	66
	30		CONTRACTUAL SERVICES										
	30	14	MISC & PROFESSIONAL SVCS	133	15650.00	1767	1064	30650.00	2881	.00	1600	29050.00-1916	
	30	26	IT NETWRK/WEBSITE SUPPORT	283	.00	0	2264	3399.00	150	.00	3400	1.00	100
	30	**	CONTRACTUAL SERVICES	416	15650.00	3762	3328	34049.00	1023	.00	5000	29049.00-	681
	50		OTHER CHARGES										
	50	08	TELECOMMUNICATIONS	208	199.43	96	1664	1396.01	84	.00	2500	1103.99	56
	50	16	PUBLIC OFFICIAL LIAB INSU	75	.00	0	600	675.00	113	.00	900	225.00	75
	50	26	CONVENTIONS & EDUCATIONS	125	.00	0	1000	.00	0	.00	1500	1500.00	0
	50	32	MISCELLANEOUS	125	.00	0	1000	156.86	16	.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	4264	6967.87	163	.00	6400	567.87-	109
	.81		CAPITAL OUTLAY - REPLACE										
	81	04	EDP EQUIP REPLACEMENT	833	365.15	44	6664	10415.00	156	.00	10000	415.00-	104
	81	**	CAPITAL OUTLAY - REPLACE	833	365.15	44	6664	10415.00	156	.00	10000	415.00-	104
400	**	**	COUNCIL / PLANNING COMM	4114	18547.00	451	32912	70091.23	213	.00	49400	20691.23-	142
40	**	**	ADMINISTRATION	4114	18547.00	451	32912	70091.23	213	.00	49400	20691.23-	142
DIV	1001		TOTAL ***** COUNCIL	4114	18547.00	451	32912	70091.23	213	.00	49400	20691.23-	142
DEPT	10		TOTAL ***** COUNCIL	4114	18547.00	451	32912	70091.23	213	.00	49400	20691.23-	142

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FUND 010 GENERAL FUND			DEPT/DIV 1101 GENERAL GOVERNMENT/ADMINISTRATION										
BA	ELE	OBJ	ACCOUNT	*****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	26702.38	93	228600	160163.74	70	.00	342900	182736.26	47
	10 04		OVERTIME	150	140.18	94	1200	547.56	46	.00	1800	1252.44	30
	10 10		PERSONAL EMPLOYEE VEH	0	461.54	0	0	576.93	0	.00	0	576.93-	0
	10 **		SALARIES AND WAGES	28725	27304.10	95	229800	161288.23	70	.00	344700	183411.77	47
20			BENEFITS										
	20 02		FICA	2200	1923.44	87	17600	11576.71	66	.00	26400	14823.29	44
	20 04		VA RETIREMENT SYSTEM	2800	1976.72	71	22400	10772.88	48	.00	33610	22837.12	32
	20 06		GROUP MEDICAL INSURANCE	3716	3807.76	103	29728	25480.08	86	.00	44600	19119.92	57
	20 08		GROUP LIFE INSURANCE	383	388.74	102	3064	2199.26	72	.00	4600	2400.74	48
	20 10		WORKER'S COMP	4583	452.19	10	36664	38703.26	106	.00	55000	16296.74	70
	20 12		EMPLOYEE EDUCATION ASSIST	83	.00	0	664	.00	0	.00	1000	1000.00	0
	20 14		EMPLOYEE ASSIST PROGRAM	142	.00	0	1136	1545.00	136	.00	1710	165.00	90
	20 16		OTHER EMPLOYEE BENEFITS	2870	368.45	13	22960	9750.71	43	.00	34450	24699.29	28
	20 18		VRS HYBRID EMPLOYER CONTR	0	777.90	0	0	4406.00	0	.00	0	4406.00-	0
	20 20		ICMA HYBRID EMPLOYER CONT	0	88.38	0	0	904.70	0	.00	0	904.70-	0
	20 **		BENEFITS	16777	9783.58	58	134216	105338.60	79	.00	201370	96031.40	52
30			CONTRACTUAL SERVICES										
	30 02		PROFESSIONAL SVCS - COBRA	150	121.75	81	1200	887.65	74	.00	1800	912.35	49
	30 04		LEGAL SERVICES	2208	.00	0	17664	15066.50	85	.00	26500	11433.50	57
	30 06		ADVERTISING	1666	757.11	45	13328	10781.77	81	.00	20000	9218.23	54
	30 08		MAINTENANCE SVC CONTRACTS	7858	843.66	11	62864	86643.69	138	.00	94300	7656.31	92
	30 10		INDEPENDENT AUDITOR	1583	.00	0	12664	18990.00	150	.00	19000	10.00	100
	30 12		ENGIN & ARCHITECTURAL SVC	416	.00	0	3328	.00	0	.00	5000	5000.00	0
	30 14		MISC & PROFESSIONAL SVCS	2083	.00	0	16664	56910.80	342	.00	25000	31910.80-	228
	30 17		RANDOM DRUG SCREENING	116	.00	0	928	262.00	28	.00	1400	1138.00	19
	30 26		IT NETWRK/WEBSITE SUPPORT	4445	3918.46	88	35560	52713.98	148	.00	53350	636.02	99
	30 **		CONTRACTUAL SERVICES	20525	5640.98	28	164200	242256.39	148	.00	246350	4093.61	98
50			OTHER CHARGES										
	50 02		ELECTRICAL SERVICES	1250	1067.08	85	10000	7742.18	77	.00	15000	7257.82	52
	50 04		HEATING SERVICES	250	775.10	310	2000	1369.38	69	.00	3000	1630.62	46
	50 06		POSTAL SERVICES	933	2000.00	214	7464	9572.54	128	.00	11200	1627.46	86
	50 08		TELECOMMUNICATIONS	516	1592.62	309	4128	4761.42	115	.00	6200	1438.58	77
	50 10		PROPERTY INSURANCE	708	.00	0	5664	6979.50	123	.00	8500	1520.50	82
	50 12		MOTOR VEHICLE INSURANCE	45	.00	0	360	412.50	115	.00	550	137.50	75
	50 14		SURETY BONDS	25	.00	0	200	225.00	113	.00	300	75.00	75
	50 18		GENERAL LIABILITY INSUR	344	.00	0	2752	1536.00	56	.00	4130	2594.00	37
	50 26		CONVENTIONS & EDUCATIONS	333	.00	0	2664	.00	0	.00	4000	4000.00	0
	50 28		DUES & ASSOC MEMBERSHIPS	950	.00	0	7600	9443.00	124	.00	11400	1957.00	83
	50 30		REFUNDS	41	.00	0	328	.00	0	.00	500	500.00	0
	50 32		MISCELLANEOUS	854	603.50	71	6832	7907.80	116	740.13	10250	1602.07	84
	50 34		MISCELLANEOUS REIMB	16	.00	0	128	.00	0	.00	200	200.00	0
	50 **		OTHER CHARGES	6265	6038.30	96	50120	49949.32	100	740.13	75230	24540.55	67

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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	809.42	41	15928	9677.81	61	.00	23900	14222.19	41
60	04	REPAIRS & MAINTENANCE	1775	2730.98	154	14200	12684.50	89	.00	21300	8615.50	60
60	06	FUELS & LUBRICANTS	108	33.17	31	864	364.83	42	.00	1300	935.17	28
60	12	BOOKS & SUBSCRIPTIONS	8	.00	0	64	56.00	88	.00	100	44.00	56
60	**	MATERIALS & SUPPLIES	3882	3573.57	92	31056	22783.14	73	.00	46600	23816.86	49
81		CAPITAL OUTLAY - REPLACE										
81	18	BUILDING	583	.00	0	4664	3260.00	70	960.00	7000	2780.00	60
81	**	CAPITAL OUTLAY - REPLACE	583	.00	0	4664	3260.00	70	960.00	7000	2780.00	60
401	**	ADMINISTRATION	76757	52340.53	68	614056	584875.68	95	1700.13	921250	334674.19	64
40	**	ADMINISTRATION	76757	52340.53	68	614056	584875.68	95	1700.13	921250	334674.19	64
DIV	1101	TOTAL ***** ADMINISTRATION	76757	52340.53	68	614056	584875.68	95	1700.13	921250	334674.19	64
DEPT	11	TOTAL ***** GENERAL GOVERNMENT	76757	52340.53	68	614056	584875.68	95	1700.13	921250	334674.19	64

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FUND 010 GENERAL FUND			DEPT/DIV 3101 PUBLIC SAFETY/POLICE DEPARTMENT										
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB		DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT

50			PUBLIC SAFETY										
501			POLICE DEPARTMENT										
	10		SALARIES AND WAGES										
	10 02		REGULAR	57800	55398.66	96	462400	416992.39	90	.00	693600	276607.61	60
	10 04		OVERTIME	1750	2109.87	121	14000	15204.62	109	.00	21000	5795.38	72
	10 06		DMV GRANT OVERTIME	416	175.00	42	3328	2800.00	84	.00	5000	2200.00	56
	10 08		PD RESIDENCY STIPEND	1375	1716.74	125	11000	6400.27	58	.00	16500	10099.73	39
	10 **		SALARIES AND WAGES	61341	59400.27	97	490728	441397.28	90	.00	736100	294702.72	60
	20		BENEFITS										
	20 02		FICA	4660	4324.65	93	37280	32009.61	86	.00	55930	23920.39	57
	20 04		VA RETIREMENT SYSTEM	5666	5336.38	94	45328	41774.95	92	.00	68000	26225.05	61
	20 06		GROUP MEDICAL INSURANCE	6250	6963.60	111	50000	64922.20	130	.00	75000	10077.80	87
	20 08		GROUP LIFE INSURANCE	775	729.68	94	6200	5705.18	92	.00	9300	3594.82	61
	20 16		OTHER EMPLOYEE BENEFITS	900	.00	0	7200	7706.25	107	.00	10800	3093.75	71
	20 **		BENEFITS	18251	17354.31	95	146008	152118.19	104	.00	219030	66911.81	70
	30		CONTRACTUAL SERVICES										
	30 06		ADVERTISING	125	130.00	104	1000	1080.00	108	.00	1500	420.00	72
	30 08		MAINTENANCE SVC CONTRACTS	1020	232.66	23	8160	1861.28	23	36960.00	12240	26581.28-	317
	30 16		PHYSICALS	181	.00	0	1448	1350.00	93	.00	2180	830.00	62
	30 18		R & M ELECTRONICS	16	.00	0	128	.00	0	.00	200	200.00	0
	30 26		IT NETWRK/WEBSITE SUPPORT	2635	1532.50	58	21080	15590.11	74	.00	31630	16039.89	49
	30 **		CONTRACTUAL SERVICES	3977	1895.16	48	31816	19881.39	63	36960.00	47750	9091.39-	119
	50		OTHER CHARGES										
	50 04		HEATING SERVICES	0	109.74-	0	0	.00	0	.00	0	.00	0
	50 08		TELECOMMUNICATIONS	1433	1512.65	106	11464	10303.82	90	.00	17200	6896.18	60
	50 10		PROPERTY INSURANCE	158	.00	0	1264	1425.00	113	.00	1900	475.00	75
	50 12		MOTOR VEHICLE INSURANCE	404	.00	0	3232	3637.50	113	.00	4850	1212.50	75
	50 18		GENERAL LIABILITY INSUR	354	.00	0	2832	3187.50	113	.00	4250	1062.50	75
	50 24		SUBSISTANCE & LODGING	675	.00	0	5400	502.09	9	.00	8100	7597.91	6
	50 26		CONVENTIONS & EDUCATIONS	833	1170.00	141	6664	9723.00	146	.00	10000	277.00	97
	50 28		DUES & ASSOC MEMBERSHIPS	583	767.00	132	4664	6842.00	147	.00	7000	158.00	98
	50 29		ACCREDITATION PROGRAM	325	.00	0	2600	.00	0	.00	3900	3900.00	0
	50 32		MISCELLANEOUS	83	.00	0	664	411.85	62	.00	1000	588.15	41
	50 37		COMMUNITY ENGAGEMENT	100	.00	0	800	636.96	80	.00	1200	563.04	53
	50 78		STATE FORFEITURE FUND EXP	0	2480.00	0	0	2480.00	0	.00	0	2480.00-	0
	50 **		OTHER CHARGES	4948	5819.91	118	39584	39149.72	99	.00	59400	20250.28	66
	52		GRANT EXPENSES										
	52 04		BYRNE JUSTICE GRANT	0	15499.00	0	0	15499.00	0	.00	0	15499.00-	0
	52 **		GRANT EXPENSES	0	15499.00	0	0	15499.00	0	.00	0	15499.00-	0
	60		MATERIALS & SUPPLIES										
	60 02		OFFICE SUPPLIES	983	.14	0	7864	3622.18	46	.00	11800	8177.82	31
	60 04		REPAIRS & MAINTENANCE	125	173.89	139	1000	291.47	29	.00	1500	1208.53	19
	60 06		FUELS & LUBRICANTS	2000	2459.68	123	16000	17695.93	111	.00	24000	6304.07	74
	60 08		VEHICLE & EQUIP R&M	1000	533.94	53	8000	8259.05	103	.00	12000	3740.95	69
	60 10		UNIFORMS	1083	1525.39	141	8664	3387.61	39	822.00	13000	8790.39	32

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FUND 010 GENERAL FUND			DEPT/DIV 3101 PUBLIC SAFETY/POLICE DEPARTMENT										
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB		DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
50			PUBLIC SAFETY										
501			POLICE DEPARTMENT										
60	16		DRUG INVESTIGATING	500	.00	0	4000	250.00	6	.00	6000	5750.00	4
60	25		SMALL EQUIPMENT	125	158.00	126	1000	158.00	16	.00	1500	1342.00	11
60	48		AMMUNITION & BATTERIES	833	8635.32	1037	6664	9609.02	144	1399.93	10000	1008.95	110
60	**		MATERIALS & SUPPLIES	6649	13486.36	203	53192	43273.26	81	2221.93	79800	34304.81	57
81			CAPITAL OUTLAY - REPLACE										
81	02		VEHICLE REPLACEMENT	3916	7282.86	186	31328	42609.26	136	.00	47000	4390.74	91
81	06		MACHINERY & EQUIPMENT	585	.00	0	4680	7019.80	150	.00	7020	.20	100
81	**		CAPITAL OUTLAY - REPLACE	4501	7282.86	162	36008	49629.06	138	.00	54020	4390.94	92
501	**	**	POLICE DEPARTMENT	99667	120737.87	121	797336	760947.90	95	39181.93	1196100	395970.17	67
50	**	**	PUBLIC SAFETY	99667	120737.87	121	797336	760947.90	95	39181.93	1196100	395970.17	67
DIV	3101		TOTAL *****										
			POLICE DEPARTMENT	99667	120737.87	121	797336	760947.90	95	39181.93	1196100	395970.17	67
DEPT	31		TOTAL *****										
			PUBLIC SAFETY	99667	120737.87	121	797336	760947.90	95	39181.93	1196100	395970.17	67

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FUND 010 GENERAL FUND			DEPT/DIV 4101 PUBLIC WORKS/MAIN OF STREETS & HWYS			*****YEAR-TO-DATE*****			ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
BA	ELE	OBJ	*****CURRENT*****	*****	*****	*****	*****	*****				
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP				
60		PUBLIC WORKS										
601		OPERATIONS & MAINTENANCE										
	10	SALARIES AND WAGES										
	10 02	REGULAR	44274	34753.83	79	354192	252711.19	71	.00	531290	278578.81	48
	10 04	OVERTIME	833	965.54	116	6664	10763.04	162	.00	10000	763.04-	108
	10 **	SALARIES AND WAGES	45107	35719.37	79	360856	263474.23	73	.00	541290	277815.77	49
	20	BENEFITS										
	20 02	FICA	3350	2835.06	85	26800	20874.68	78	.00	40200	19325.32	52
	20 04	VA RETIREMENT SYSTEM	4210	1482.02	35	33680	12672.58	38	.00	50520	37847.42	25
	20 06	GROUP MEDICAL INSURANCE	8156	2784.87	34	65248	27675.70	42	.00	97880	70204.30	28
	20 08	GROUP LIFE INSURANCE	575	503.94	88	4600	3712.30	81	.00	6910	3197.70	54
	20 18	VRS HYBRID EMPLOYER CONTR	0	1848.51	0	0	11973.98	0	.00	0	11973.98-	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	354.98	0	0	2502.39	0	.00	0	2502.39-	0
	20 **	BENEFITS	16291	9809.38	60	130328	79411.63	61	.00	195510	116098.37	41
	30	CONTRACTUAL SERVICES										
	30 08	MAINTENANCE SVC CONTRACTS	416	344.86	83	3328	4009.33	121	.00	5000	990.67	80
	30 12	ENGIN & ARCHITECTURAL SVC	416	.00	0	3328	.00	0	.00	5000	5000.00	0
	30 16	PHYSICALS	58	.00	0	464	606.00	131	.00	700	94.00	87
	30 18	R & M ELECTRONICS	83	.00	0	664	.00	0	.00	1000	1000.00	0
	30 36	MOWING CONTRACT	1083	1095.00	101	8664	8660.00	100	.00	13000	4340.00	67
	30 38	TUB GRINDING BRUSH	666	.00	0	5328	.00	0	.00	8000	8000.00	0
	30 40	RECURRING LEASE AGREEMENT	80	.00	0	640	.00	0	.00	960	960.00	0
	30 **	CONTRACTUAL SERVICES	2802	1439.86	51	22416	13275.33	59	.00	33660	20384.67	39
	50	OTHER CHARGES										
	50 08	TELECOMMUNICATIONS	391	419.95	107	3128	2651.17	85	.00	4700	2048.83	56
	50 10	PROPERTY INSURANCE	391	.00	0	3128	3525.00	113	.00	4700	1175.00	75
	50 12	MOTOR VEHICLE INSURANCE	916	.00	0	7328	8138.25	111	.00	11000	2861.75	74
	50 24	SUBSISTANCE & LODGING	41	188.02	459	328	188.02	57	.00	500	311.98	38
	50 26	CONVENTIONS & EDUCATIONS	250	.00	0	2000	.00	0	.00	3000	3000.00	0
	50 32	MISCELLANEOUS	41	.00	0	328	392.34	120	.00	500	107.66	79
	50 38	INVENTORY OVER / SHORT	0	26.53	0	0	177.23	0	.00	0	177.23-	0
	50 **	OTHER CHARGES	2030	634.50	31	16240	15072.01	93	.00	24400	9327.99	62
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	600	747.73	125	4800	2020.41	42	.00	7200	5179.59	28
	60 05	FUEL PUMPS	125	.00	0	1000	1179.90	118	.00	1500	320.10	79
	60 06	FUELS & LUBRICANTS	2250	2232.96	99	18000	14057.76	78	.00	27000	12942.24	52
	60 08	VEHICLE / EQUIP R&M	2500	2659.84	106	20000	17825.05	89	.00	30000	12174.95	59
	60 10	UNIFORMS	833	774.42	93	6664	3691.84	55	.00	10000	6308.16	37
	60 11	SAFETY EQUIP & PROGRAMS	225	450.21	200	1800	1921.54	107	.00	2700	778.46	71
	60 20	STREET LT OPER SUPPLIES	2583	2866.92	111	20664	17240.09	83	.00	31000	13759.91	56
	60 22	HIGHWAY, STRT & SIDEWALKS	1500	438.94	29	12000	5866.56	49	1489.50	18000	10643.94	41
	60 23	EQUIPMENT RENTAL	376	.00	0	3008	.00	0	.00	4520	4520.00	0
	60 28	STORM DRAINAGE	250	.00	0	2000	.00	0	.00	3000	3000.00	0
	60 30	ENGINEERING R & M	83	.00	0	664	.00	0	.00	1000	1000.00	0
	60 34	TRAIN STATION SUPPLIES	250	82.00	33	2000	791.54	40	.00	3000	2208.46	26
	60 36	PAVEMENT	4166	.00	0	33328	225740.67	677	.00	50000	175740.67-	452

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FUND 010 GENERAL FUND			DEPT/DIV 4101 PUBLIC WORKS/MAIN OF STREETS & HWYS									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		PUBLIC WORKS										
601		OPERATIONS & MAINTENANCE										
60	40	TRAFFIC CONTROL DEVICE	250	.00	0	2000	50.56	3	.00	3000	2949.44	2
60	44	SNOW & ICE REMOVAL	166	99.96	60	1328	99.96	8	.00	2000	1900.04	5
60	52	DECORATIVE STREET LIGHTS	250	.00	0	2000	5827.36	291	.00	3000	2827.36-	194
60	**	MATERIALS & SUPPLIES	16407	10352.98	63	131256	296313.24	226	1489.50	196920	100882.74-	151
81		CAPITAL OUTLAY - REPLACE										
81	02	VEHICLE REPLACEMENT	18194	.00	0	145552	168294.03	116	.00	218330	50035.97	77
81	06	MACHINERY & EQUIPMENT	10875	.00	0	87000	28312.75	33	96435.00	130500	5752.25	96
81	30	IMPRVMNTS OTHER THAN BLDG	2708	.00	0	21664	32250.00	149	.00	32500	250.00	99
81	**	CAPITAL OUTLAY - REPLACE	31777	.00	0	254216	228856.78	90	96435.00	381330	56038.22	85
82		CAPITAL OUTLAY - NEW										
82	06	MACHINERY & EQUIPMENT	0	.00	0	0	45270.00	0	.00	0	45270.00-	0
82	**	CAPITAL OUTLAY - NEW	0	.00	0	0	45270.00	0	.00	0	45270.00-	0
90		DEBT SERVICE										
90	02	PRINCIPAL	1333	.00	0	10664	16000.00	150	.00	16000	.00	100
90	04	INTEREST	452	.00	0	3616	5252.64	145	.00	5430	177.36	97
90	**	DEBT SERVICE	1785	.00	0	14280	21252.64	149	.00	21430	177.36	99
601	**	OPERATIONS & MAINTENANCE	116199	57956.09	50	929592	962925.86	104	97924.50	1394540	333689.64	76
60	**	PUBLIC WORKS	116199	57956.09	50	929592	962925.86	104	97924.50	1394540	333689.64	76
DIV	4101	TOTAL *****										
		MAIN OF STREETS & HWYS	116199	57956.09	50	929592	962925.86	104	97924.50	1394540	333689.64	76

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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		PUBLIC WORKS										
601		OPERATIONS & MAINTENANCE										
60		MATERIALS & SUPPLIES										
60	06	FUELS & LUBRICANTS	750	1203.28	160	6000	10446.55	174	.00	9000	1446.55-	116
60	08	VEHICLE / EQUIP R&M	1750	11525.35	659	14000	50762.76	363	.00	21000	29762.76-	242
60	18	SUPPLIES	0	.00	0	0	483.45	0	.00	0	483.45-	0
60	26	LITTER EXPENSES	150	.00	0	1200	.00	0	.00	1800	1800.00	0
60	**	MATERIALS & SUPPLIES	2650	12728.63	480	21200	61692.76	291	.00	31800	29892.76-	194
81		CAPITAL OUTLAY - REPLACE										
81	02	VEHICLE REPLACEMENT	8750	.00	0	70000	.00	0	327157.50	105000	222157.50-	312
81	06	MACHINERY & EQUIPMENT	416	.00	0	3328	.00	0	.00	5000	5000.00	0
81	**	CAPITAL OUTLAY - REPLACE	9166	.00	0	73328	.00	0	327157.50	110000	217157.50-	297
601	**	OPERATIONS & MAINTENANCE	11816	12728.63	108	94528	61692.76	65	327157.50	141800	247050.26-	274
60	**	PUBLIC WORKS	11816	12728.63	108	94528	61692.76	65	327157.50	141800	247050.26-	274
DIV	4102	TOTAL *****										
		SANITATION & WASTE REM	11816	12728.63	108	94528	61692.76	65	327157.50	141800	247050.26-	274

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FUND 010 GENERAL FUND			DEPT/DIV 4103 PUBLIC WORKS/MAIN OF BLDGS & GROUNDS									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		PUBLIC WORKS										
601		OPERATIONS & MAINTENANCE										
	30	CONTRACTUAL SERVICES										
	30 22	LANDSCAPING CONTRACTS	750	5796.00	773	6000	5796.00	97	.00	9000	3204.00	64
	30 **	CONTRACTUAL SERVICES	750	5796.00	773	6000	5796.00	97	.00	9000	3204.00	64
	.50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	541	673.27	124	4328	4301.81	99	.00	6500	2198.19	66
	50 04	HEATING SERVICES	166	64.24	39	1328	266.48	20	.00	2000	1733.52	13
	50 **	OTHER CHARGES	707	737.51	104	5656	4568.29	81	.00	8500	3931.71	54
	60	MATERIALS & SUPPLIES										
	60 18	SUPPLIES	500	500.38	100	4000	5779.05	145	.00	6000	220.95	96
	60 24	SMALL TOOLS	333	141.30	42	2664	2190.82	82	.00	4000	1809.18	55
	60 **	MATERIALS & SUPPLIES	833	641.68	77	6664	7969.87	120	.00	10000	2030.13	80
601	** **	OPERATIONS & MAINTENANCE	2290	7175.19	313	18320	18334.16	100	.00	27500	9165.84	67
604		COMMUNITY IMPROVEMENT										
	81	CAPITAL OUTLAY - REPLACE										
	81 30	IMPRVMNTS OTHER THAN BLDG	0	2000.00	0	0	4500.00	0	.00	0	4500.00-	0
	81 **	CAPITAL OUTLAY - REPLACE	0	2000.00	0	0	4500.00	0	.00	0	4500.00-	0
604	** **	COMMUNITY IMPROVEMENT	0	2000.00	0	0	4500.00	0	.00	0	4500.00-	0
60	** **	PUBLIC WORKS	2290	9175.19	401	18320	22834.16	125	.00	27500	4665.84	83
DIV	4103	TOTAL *****										
		MAIN OF BLDGS & GROUNDS	2290	9175.19	401	18320	22834.16	125	.00	27500	4665.84	83

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FUND 010 GENERAL FUND			DEPT/DIV 4104 PUBLIC WORKS/PARKS & RECREATION										
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB		DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60			PUBLIC WORKS										
602			PARKS, RECREAT & CULTURAL										
	30		CONTRACTUAL SERVICES										
	30	42	TREE REMOVAL & PRUNING	250	.00	0	2000	1650.00	83	.00	3000	1350.00	55
	30	**	CONTRACTUAL SERVICES	250	.00	0	2000	1650.00	83	.00	3000	1350.00	55
50			OTHER CHARGES										
50	02		ELECTRICAL SERVICES	1416	1841.12	130	11328	7327.80	65	.00	17000	9672.20	43
50	04		HEATING SERVICES	41	65.62	160	328	408.18	124	.00	500	91.82	82
50	08		TELECOMMUNICATIONS	116	80.16	69	928	491.12	53	.00	1400	908.88	35
50	34		MISCELLANEOUS REIMB	16	.00	0	128	25.00	20	.00	200	175.00	13
50	**		OTHER CHARGES	1589	1986.90	125	12712	8252.10	65	.00	19100	10847.90	43
60			MATERIALS & SUPPLIES										
60	18		SUPPLIES	1583	1378.09	87	12664	11957.53	94	.00	19000	7042.47	63
60	53		MULCH & LANDSCAPING STONE	666	5796.00-	870-	5328	.00	0	1831.50	8000	6168.50	23
60	54		PLAYGROUND EQUIPMENT	125	.00	0	1000	.00	0	.00	1500	1500.00	0
60	55		SPLASH PAD	458	.00	0	3664	2070.72	57	.00	5500	3429.28	38
60	56		WAR MEMORIAL BALLFIELD	250	.00	0	2000	212.69	11	.00	3000	2787.31	7
60	57		CANOE LAUNCH	83	85.00	102	664	436.95	66	.00	1000	563.05	44
60	58		SPECIAL EVENTS	41	.00	0	328	339.93	104	.00	500	160.07	68
60	**		MATERIALS & SUPPLIES	3206	4332.91-	135-	25648	15017.82	59	1831.50	38500	21650.68	44
81			CAPITAL OUTLAY - REPLACE										
81	18		BUILDING	1250	.00	0	10000	26459.48	265	7956.00	15000	19415.48-	229
81	26		PARKS	8333	27950.00	335	66664	60691.22	91	.00	100000	39308.78	61
81	30		IMPRVMNTS OTHER THAN BLDG	4166	.00	0	33328	75516.00	227	.00	50000	25516.00-	151
81	**		CAPITAL OUTLAY - REPLACE	13749	27950.00	203	109992	162666.70	148	7956.00	165000	5622.70-	103
82			CAPITAL OUTLAY - NEW										
82	26		PARKS	17416	.00	0	139328	5000.00	4	.00	209000	204000.00	2
82	**		CAPITAL OUTLAY - NEW	17416	.00	0	139328	5000.00	4	.00	209000	204000.00	2
602	**	**	PARKS, RECREAT & CULTURAL	36210	25603.99	71	289680	192586.62	67	9787.50	434600	232225.88	47
60	**	**	PUBLIC WORKS	36210	25603.99	71	289680	192586.62	67	9787.50	434600	232225.88	47
DIV	4104		TOTAL *****										
			PARKS & RECREATION	36210	25603.99	71	289680	192586.62	67	9787.50	434600	232225.88	47

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FUND 010 GENERAL FUND			DEPT/DIV 4108 PUBLIC WORKS/LIBRARY									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
60		PUBLIC WORKS										
601		OPERATIONS & MAINTENANCE										
	30	CONTRACTUAL SERVICES										
	30 44	CUSTODIAL SERVICES	916	946.20	103	7328	6623.40	90	.00	11000	4376.60	60
	30 **	CONTRACTUAL SERVICES	916	946.20	103	7328	6623.40	90	.00	11000	4376.60	60
60		MATERIALS & SUPPLIES										
60 04		REPAIRS & MAINTENANCE	1250	206.72	17	10000	5966.09	60	.00	15000	9033.91	40
60 **		MATERIALS & SUPPLIES	1250	206.72	17	10000	5966.09	60	.00	15000	9033.91	40
601 ** **		OPERATIONS & MAINTENANCE	2166	1152.92	53	17328	12589.49	73	.00	26000	13410.51	48
60 ** **		PUBLIC WORKS	2166	1152.92	53	17328	12589.49	73	.00	26000	13410.51	48
DIV 4108		TOTAL *****										
		LIBRARY	2166	1152.92	53	17328	12589.49	73	.00	26000	13410.51	48
DEPT 41		TOTAL *****										
		PUBLIC WORKS	168681	106843.56	63	1349448	1253231.54	93	434869.50	2024440	336338.96	83

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FUND 010 GENERAL FUND			DEPT/DIV 6101 PUBLIC			TRANSPORTATION/OPERATIONS							
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****						%
SUB	SUB		DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT

40			ADMINISTRATION										
403			PUBLIC TRANSPORTATION										
	10		SALARIES AND WAGES										
	10 02		REGULAR	7011	3317.92	47	56088	38436.52	69	.00	84140	45703.48	46
	10 04		OVERTIME	0	4.76	0	0	11.36	0	.00	0	11.36-	0
	10 **		SALARIES AND WAGES	7011	3322.68	47	56088	38447.88	69	.00	84140	45692.12	46
	20		BENEFITS										
	20 02		FICA	536	248.32	46	4288	2892.57	68	.00	6440	3547.43	45
	20 04		VA RETIREMENT SYSTEM	401	56.22	14	3208	753.03	24	.00	4820	4066.97	16
	20 06		GROUP MEDICAL INSURANCE	404	101.66	25	3232	1850.28	57	.00	4850	2999.72	38
	20 08		GROUP LIFE INSURANCE	55	7.68	14	440	242.36	55	.00	660	417.64	37
	20 10		WORKER'S COMP	141	.00	0	1128	1275.00	113	.00	1700	425.00	75
	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	413.88	27	12296	8033.14	65	.00	18470	10436.86	44
	30		CONTRACTUAL SERVICES										
	30 06		ADVERTISING	83	55.80	67	664	55.80	8	.00	1000	944.20	6
	30 08		MAINTENANCE SVC CONTRACTS	41	.00	0	328	.00	0	.00	500	500.00	0
	30 14		MISC & PROFESSIONAL SVCS	25	.00	0	200	.00	0	.00	300	300.00	0
	30 16		PHYSICALS	23	.00	0	184	357.00	194	.00	280	77.00-	128
	30 **		CONTRACTUAL SERVICES	172	55.80	32	1376	412.80	30	.00	2080	1667.20	20
	50		OTHER CHARGES										
	50 08		TELECOMMUNICATIONS	83	.00	0	664	.00	0	.00	1000	1000.00	0
	50 12		MOTOR VEHICLE INSURANCE	141	.00	0	1128	1275.00	113	.00	1700	425.00	75
	50 24		SUBSISTANCE & LODGING	25	.00	0	200	.00	0	.00	300	300.00	0
	50 26		CONVENTIONS & EDUCATIONS	62	.00	0	496	.00	0	.00	750	750.00	0
	50 28		DUES & ASSOC MEMBERSHIPS	12	.00	0	96	.00	0	.00	150	150.00	0
	50 **		OTHER CHARGES	323	.00	0	2584	1275.00	49	.00	3900	2625.00	33
	60		MATERIALS & SUPPLIES										
	60 02		OFFICE SUPPLIES	29	.00	0	232	.00	0	.00	350	350.00	0
	60 06		FUELS & LUBRICANTS	1250	1249.82	100	10000	10897.88	109	.00	15000	4102.12	73
	60 08		VEHICLE & EQUIP R&M	291	545.91	188	2328	5133.63	221	.00	3500	1633.63-	147
	60 14		OTHER OPERATING SUPPLIES	41	.00	0	328	.00	0	.00	500	500.00	0
	60 18		SUPPLIES	25	.00	0	200	.00	0	.00	300	300.00	0
	60 **		MATERIALS & SUPPLIES	1636	1795.73	110	13088	16031.51	123	.00	19650	3618.49	82
	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	16664	.00	0	.00	25000	25000.00	0
	82 **		CAPITAL OUTLAY - NEW	2083	.00	0	16664	.00	0	79732.00	25000	54732.00-	319
403.	**	**	PUBLIC TRANSPORTATION	12762	5588.09	44	102096	64200.33	63	79732.00	153240	9307.67	94
40	**	**	ADMINISTRATION	12762	5588.09	44	102096	64200.33	63	79732.00	153240	9307.67	94
DIV 6101 TOTAL *****													

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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	5588.09	44	102096	64200.33	63	79732.00	153240	9307.67	94	
DEPT	61	TOTAL *****											
		PUBLIC TRANSPORTATION	12762	5588.09	44	102096	64200.33	63	79732.00	153240	9307.67	94	

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FUND 010 GENERAL FUND			DEPT/DIV 7101 ECONOMIC DEVELOPMENT/ECONOMIC DEVELOPMENT									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****				ANNUAL	UNENCUMB.	%
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
40		ADMINISTRATION										
405		ECONOMIC DEVELOPMENT										
	30	CONTRACTUAL SERVICES										
	30 06	ADVERTISING	2083	.00	0	16664	2030.00	12	.00	25000	22970.00	8
	30 14	MISC & PROFESSIONAL SVCS	416	.00	0	3328	.00	0	.00	5000	5000.00	0
	30 **	CONTRACTUAL SERVICES	2499	.00	0	19992	2030.00	10	.00	30000	27970.00	7
	50	OTHER CHARGES										
	50 06	POSTAL SERVICES	41	.00	0	328	.00	0	.00	500	500.00	0
	50 08	TELECOMMUNICATIONS	75	.00	0	600	.00	0	.00	900	900.00	0
	50 24	SUBSISTANCE & LODGING	128	.00	0	1024	.00	0	.00	1540	1540.00	0
	50 26	CONVENTIONS & EDUCATIONS	105	.00	0	840	.00	0	.00	1260	1260.00	0
	50 28	DUES & ASSOC MEMBERSHIPS	116	.00	0	928	.00	0	.00	1400	1400.00	0
	50 32	MISCELLANEOUS	125	192.00	154	1000	192.00	19	.00	1500	1308.00	13
	50 63	ECONOMIC INCENTIVES	11608	.00	0	92864	9500.00	10	.00	139300	129800.00	7
	50 93	GRANT PROGRAM FUNDING	8333	.00	0	66664	.00	0	.00	100000	100000.00	0
	50 **	OTHER CHARGES	20531	192.00	1	164248	9692.00	6	.00	246400	236708.00	4
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	125	.00	0	1000	.00	0	.00	1500	1500.00	0
	60 12	BOOKS & SUBSCRIPTIONS	125	.00	0	1000	.00	0	.00	1500	1500.00	0
	60 **	MATERIALS & SUPPLIES	250	.00	0	2000	.00	0	.00	3000	3000.00	0
	81	CAPITAL OUTLAY - REPLACE										
	81 18	BUILDING	0	.00	0	0	815.12	0	.00	0	815.12-	0
	81 **	CAPITAL OUTLAY - REPLACE	0	.00	0	0	815.12	0	.00	0	815.12-	0
	82	CAPITAL OUTLAY - NEW										
	82 18	BUILDING	83333	82412.90	99	666664	486574.37	73	.00	1000000	513425.63	49
	82 **	CAPITAL OUTLAY - NEW	83333	82412.90	99	666664	486574.37	73	.00	1000000	513425.63	49
405 ** **		ECONOMIC DEVELOPMENT	106613	82604.90	78	852904	499111.49	59	.00	1279400	780288.51	39
40 ** **		ADMINISTRATION	106613	82604.90	78	852904	499111.49	59	.00	1279400	780288.51	39
DIV 7101		TOTAL *****										
		ECONOMIC DEVELOPMENT	106613	82604.90	78	852904	499111.49	59	.00	1279400	780288.51	39
DEPT 71		TOTAL *****										
		ECONOMIC DEVELOPMENT	106613	82604.90	78	852904	499111.49	59	.00	1279400	780288.51	39

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FUND 010 GENERAL FUND			DEPT/DIV 7201 COMMUNITY DEVELOPMENT/COMMUNITY DEVELOPMENT									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
40		ADMINISTRATION										
408		COMMUNITY DEVELOPMENT										
10		SALARIES AND WAGES										
10	02	REGULAR	9436	5443.20	58	75488	68648.62	91	.00	113240	44591.38	61
10	04	OVERTIME	25	.00	0	200	.00	0	.00	300	300.00	0
10	**	SALARIES AND WAGES	9461	5443.20	58	75688	68648.62	91	.00	113540	44891.38	61
20		BENEFITS										
20	02	FICA	725	406.74	56	5800	5189.03	90	.00	8700	3510.97	60
20	04	VA RETIREMENT SYSTEM	925	.00	0	7400	.00	0	.00	11110	11110.00	0
20	06	GROUP MEDICAL INSURANCE	950	474.40	50	7600	4267.60	56	.00	11400	7132.40	37
20	08	GROUP LIFE INSURANCE	126	79.02	63	1008	935.30	93	.00	1520	584.70	62
20	18	VRS HYBRID EMPLOYER CONTR	0	518.92	0	0	6141.80	0	.00	0	6141.80-	0
20	20	ICMA HYBRID EMPLOYER CONT	0	58.96	0	0	697.84	0	.00	0	697.84-	0
20	**	BENEFITS	2726	1538.04	56	21808	17231.57	79	.00	32730	15498.43	53
30		CONTRACTUAL SERVICES										
30	06	ADVERTISING	416	.00	0	3328	315.06	10	.00	5000	4684.94	6
30	14	MISC & PROFESSIONAL SVCS	1954	.00	0	15632	.00	0	.00	23450	23450.00	0
30	36	MOWING CONTRACT	42	.00	0	336	1402.50	417	.00	500	902.50-	281
30	**	CONTRACTUAL SERVICES	2412	.00	0	19296	1717.56	9	.00	28950	27232.44	6
50		OTHER CHARGES										
50	06	POSTAL SERVICES	83	.00	0	664	.00	0	.00	1000	1000.00	0
50	08	TELECOMMUNICATIONS	154	43.60	28	1232	318.12	26	.00	1850	1531.88	17
50	24	SUBSISTANCE & LODGING	125	.00	0	1000	368.76	37	.00	1500	1131.24	25
50	26	CONVENTIONS & EDUCATIONS	208	.00	0	1664	.00	0	.00	2500	2500.00	0
50	28	DUES & ASSOC MEMBERSHIPS	62	.00	0	496	661.00	133	.00	750	89.00	88
50	32	MISCELLANEOUS	83	14.99	18	664	197.21	30	.00	1000	802.79	20
50	**	OTHER CHARGES	715	58.59	8	5720	1545.09	27	.00	8600	7054.91	18
60		MATERIALS & SUPPLIES										
60	02	OFFICE SUPPLIES	171	.00	0	1368	155.70	11	.00	2050	1894.30	8
60	12	BOOKS & SUBSCRIPTIONS	41	.00	0	328	.00	0	.00	500	500.00	0
60	**	MATERIALS & SUPPLIES	212	.00	0	1696	155.70	9	.00	2550	2394.30	6
82		CAPITAL OUTLAY - NEW										
82	02	VEHICLE	2333	.00	0	18664	29408.60	158	.00	28000	1408.60-	105
82	04	EDP EQUIPMENT	542	.00	0	4336	4000.00	92	.00	6500	2500.00	62
82	**	CAPITAL OUTLAY - NEW	2875	.00	0	23000	33408.60	145	.00	34500	1091.40	97
408	**	COMMUNITY DEVELOPMENT	18401	7039.83	38	147208	122707.14	83	.00	220870	98162.86	56
40	**	ADMINISTRATION	18401	7039.83	38	147208	122707.14	83	.00	220870	98162.86	56
DIV	7201	TOTAL ***** COMMUNITY DEVELOPMENT	18401	7039.83	38	147208	122707.14	83	.00	220870	98162.86	56

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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	33.57	91	296	246.79	83	.00	450	203.21	55	
	50 **	OTHER CHARGES	37	33.57	91	296	246.79	83	.00	450	203.21	55	
	60	MATERIALS & SUPPLIES											
	60 02	OFFICE SUPPLIES	125	.00	0	1000	238.19	24	.00	1500	1261.81	16	
	60 **	MATERIALS & SUPPLIES	125	.00	0	1000	238.19	24	.00	1500	1261.81	16	
406 ** **		MAIN STREET COORDINATOR	162	33.57	21	1296	484.98	37	.00	1950	1465.02	25	
40 ** **		ADMINISTRATION	162	33.57	21	1296	484.98	37	.00	1950	1465.02	25	
DIV 7202		TOTAL *****											
		MAIN STREET PROGRAM	162	33.57	21	1296	484.98	37	.00	1950	1465.02	25	

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FUND 010 GENERAL FUND			DEPT/DIV 7203 COMMUNITY DEVELOPMENT/PLANNING COMMISSION										
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB		DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
40			ADMINISTRATION										
400			COUNCIL / PLANNING COMM										
	50		OTHER CHARGES										
	50	24	SUBSISTANCE & LODGING	50	.00	0	400	.00	0	.00	600	600.00	0
	50	26	CONVENTIONS & EDUCATIONS	83	.00	0	664	.00	0	.00	1000	1000.00	0
	50	36	PLANNING COMMISSION	375	275.00	73	3000	2175.00	73	.00	4500	2325.00	48
	50	**	OTHER CHARGES	508	275.00	54	4064	2175.00	54	.00	6100	3925.00	36
400	**	**	COUNCIL / PLANNING COMM	508	275.00	54	4064	2175.00	54	.00	6100	3925.00	36
40	**	**	ADMINISTRATION	508	275.00	54	4064	2175.00	54	.00	6100	3925.00	36
DIV	7203		TOTAL *****										
			PLANNING COMMISSION	508	275.00	54	4064	2175.00	54	.00	6100	3925.00	36

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FUND 010 GENERAL FUND			DEPT/DIV 7204 COMMUNITY DEVELOPMENT/SPARK INNOVATION CENTER										
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB		DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
40			ADMINISTRATION										
409			COMMUNITY DEVELOPMENT										
	30		CONTRACTUAL SERVICES										
	30	06	ADVERTISING	417	.00	0	3336	928.00	28	.00	5000	4072.00	19
	30	08	MAINTENANCE SVC CONTRACTS	1075	.00	0	8600	.00	0	.00	12900	12900.00	0
	30	14	MISC & PROFESSIONAL SVCS	208	.00	0	1664	.00	0	.00	2500	2500.00	0
	30	26	IT NETWRK/WEBSITE SUPPORT	221	228.00	103	1768	312.00	18	.00	2650	2338.00	12
	30	**	CONTRACTUAL SERVICES	1921	228.00	12	15368	1240.00	8	.00	23050	21810.00	5
	50		OTHER CHARGES										
	50	02	ELECTRICAL SERVICES	500	.00	0	4000	.00	0	.00	6000	6000.00	0
	50	04	HEATING SERVICES	208	140.19	67	1664	140.19	8	.00	2500	2359.81	6
	50	06	POSTAL SERVICES	42	.00	0	336	.00	0	.00	500	500.00	0
	50	08	TELECOMMUNICATIONS	167	.00	0	1336	.00	0	.00	2000	2000.00	0
	50	10	PROPERTY INSURANCE	42	.00	0	336	375.00	112	.00	500	125.00	75
	50	24	SUBSISTANCE & LODGING	83	.00	0	664	.00	0	.00	1000	1000.00	0
	50	26	CONVENTIONS & EDUCATIONS	83	.00	0	664	.00	0	.00	1000	1000.00	0
	50	32	MISCELLANEOUS	63	.00	0	504	.00	0	.00	750	750.00	0
	50	**	OTHER CHARGES	1188	140.19	12	9504	515.19	5	.00	14250	13734.81	4
	60		MATERIALS & SUPPLIES										
	60	02	OFFICE SUPPLIES	542	.00	0	4336	.00	0	.00	6500	6500.00	0
	60	04	REPAIRS & MAINTENANCE	167	.00	0	1336	.00	0	.00	2000	2000.00	0
	60	**	MATERIALS & SUPPLIES	709	.00	0	5672	.00	0	.00	8500	8500.00	0
409	**	**	COMMUNITY DEVELOPMENT	3818	368.19	10	30544	1755.19	6	.00	45800	44044.81	4
40	**	**	ADMINISTRATION	3818	368.19	10	30544	1755.19	6	.00	45800	44044.81	4
DIV	7204		TOTAL *****										
			SPARK INNOVATION CENTER	3818	368.19	10	30544	1755.19	6	.00	45800	44044.81	4
DEPT	72		TOTAL *****										
			COMMUNITY DEVELOPMENT	22889	7716.59	34	183112	127122.31	69	.00	274720	147597.69	46

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FUND 010 GENERAL FUND			DEPT/DIV 9101 NON DEPARTMENT/CONTRIBUTIONS									
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%
SUB'	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
80		NON DEPARTMENT										
801		NON DEPARTMENTAL										
	50	OTHER CHARGES										
	50 32	MISCELLANEOUS	5162	.00	0	41296	28500.00	69	.00	61950	33450.00	46
	50 62	CONTRIBUTION - SENIOR CTR	83	.00	0	664	.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	66664	75000.00	113	.00	100000	25000.00	75
	50 72	CONTRIBUTION - FIRE DEPT	1250	.00	0	10000	15000.00	150	.00	15000	.00	100
	50 74	CONTRIBUTION-MAIN ST PGM	416	.00	0	3328	27408.56	824	.00	5000	22408.56-	548
	50 **	OTHER CHARGES	15244	.00	0	121952	150076.89	123	.00	182950	32873.11	82
801 ** **		NON DEPARTMENTAL	15244	.00	0	121952	150076.89	123	.00	182950	32873.11	82
80 ** **		NON DEPARTMENT	15244	.00	0	121952	150076.89	123	.00	182950	32873.11	82
DIV 9101		TOTAL *****										
		CONTRIBUTIONS	15244	.00	0	121952	150076.89	123	.00	182950	32873.11	82

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FUND 010 GENERAL FUND			DEPT/DIV 9102 NON DEPARTMENT/NON DEPARTMENT									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. 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	1205.87	145	6664	8303.71	125	.00	10000	1696.29	83
	60 **	MATERIALS & SUPPLIES	833	1205.87	145	6664	8303.71	125	.00	10000	1696.29	83
	82	CAPITAL OUTLAY - NEW										
	82 30	IMPRVMNTS OTHER THAN BLDG	0	1120.00	0	0	38049.33	0	.00	0	38049.33-	0
	82 **	CAPITAL OUTLAY - NEW	0	1120.00	0	0	38049.33	0	.00	0	38049.33-	0
801 ** **		NON DEPARTMENTAL	833	2325.87	279	6664	49943.55	750	.00	10000	39943.55-	499
802		TRANSFER OUT										
	70	TRANSFER OUT										
	70 01	TO CEMETERY FUND	4700	.00	0	37600	25000.00	67	.00	56400	31400.00	44
	70 02	WATER & SEWER FUND	0	2000000.00	0	0	2000000.00	0	.00	0	2000000.00-	0
	70 07	TO RESERVE POLICY FNDS-FD	5416	.00	0	43328	.00	0	.00	65000	65000.00	0
	70 **	TRANSFER OUT	10116	2000000.00	9771	80928	2025000.00	2502	.00	121400	1903600.00-1668	
802 ** **		TRANSFER OUT	10116	2000000.00	9771	80928	2025000.00	2502	.00	121400	1903600.00-1668	
80 ** **		NON DEPARTMENT	10949	2002325.87	8288	87592	2074943.55	2369	.00	131400	1943543.55-1579	
DIV 9102		TOTAL *****										
		NON DEPARTMENT	10949	2002325.87	8288	87592	2074943.55	2369	.00	131400	1943543.55-1579	

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FUND 010 GENERAL FUND			DEPT/DIV 9105 NON DEPARTMENT/AVOCA									
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
80		NON DEPARTMENT										
801		NON DEPARTMENTAL										
	10	SALARIES AND WAGES										
	10 02	REGULAR	4445	3846.40	87	35560	28806.60	81	.00	53350	24543.40	54
	10 04	OVERTIME	0	.00	0	0	225.00	0	.00	0	225.00-	0
	10 **	SALARIES AND WAGES	4445	3846.40	87	35560	29031.60	82	.00	53350	24318.40	54
	20	BENEFITS										
	20 02	FICA	341	286.56	84	2728	2174.21	80	.00	4100	1925.79	53
	20 04	VA RETIREMENT SYSTEM	437	.00	0	3496	.00	0	.00	5250	5250.00	0
	20 06	GROUP MEDICAL INSURANCE	475	474.40	100	3800	3454.40	91	.00	5700	2245.60	61
	20 08	GROUP LIFE INSURANCE	60	55.84	93	480	316.08	66	.00	720	403.92	44
	20 18	VRS HYBRID EMPLOYER CONTR	0	366.70	0	0	2075.70	0	.00	0	2075.70-	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	41.66	0	0	235.86	0	.00	0	235.86-	0
	20 **	BENEFITS	1313	1225.16	93	10504	8256.25	79	.00	15770	7513.75	52
	30	CONTRACTUAL SERVICES										
	30 36	MOWING CONTRACT	0	5105.00	0	0	6445.00	0	.00	0	6445.00-	0
	30 **	CONTRACTUAL SERVICES	0	5105.00	0	0	6445.00	0	.00	0	6445.00-	0
	50	OTHER CHARGES										
	50 08	TELECOMMUNICATIONS	37	33.57	91	296	246.79	83	.00	450	203.21	55
	50 **	OTHER CHARGES	37	33.57	91	296	246.79	83	.00	450	203.21	55
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	0	4430.00-	0	0	.00	0	.00	0	.00	0
	60 06	FUELS & LUBRICANTS	20	28.14	141	160	211.91	132	.00	240	28.09	88
	60 **	MATERIALS & SUPPLIES	20	4401.86-2009-		160	211.91	132	.00	240	28.09	88
	81	CAPITAL OUTLAY - REPLACE										
	81 18	BUILDING	4833	.00	0	38664	.00	0	.00	58000	58000.00	0
	81 **	CAPITAL OUTLAY - REPLACE	4833	.00	0	38664	.00	0	.00	58000	58000.00	0
801	** **	NON DEPARTMENTAL	10648	5808.27	55	85184	44191.55	52	.00	127810	83618.45	35
80	** **	NON DEPARTMENT	10648	5808.27	55	85184	44191.55	52	.00	127810	83618.45	35
DIV	9105	TOTAL *****										
		AVOCA	10648	5808.27	55	85184	44191.55	52	.00	127810	83618.45	35
DEPT	91	TOTAL *****										
		NON DEPARTMENT	36841	2008134.14	5451	294728	2269211.99	770	.00	442160	1827051.99-	513
FUND	010	TOTAL *****										
		GENERAL FUND	528324	2402512.68	455	4226592	5628792.47	133	555483.56	6340710	156433.97	98

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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	*****CURRENT*****	*****CURRENT*****	*****CURRENT*****	*****CURRENT*****	*****CURRENT*****	*****CURRENT*****	*****CURRENT*****				
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP				
60		PUBLIC WORKS										
601		OPERATIONS & MAINTENANCE										
60		MATERIALS & SUPPLIES										
60 28		STORM DRAINAGE	4016	4316.10	108	32128	18270.21	57	.03-	48200	29929.82	38
60 36		PAVEMENT	33333	1250.00	4	266664	720009.44	270	.00	400000	320009.44	180
60 40		TRAFFIC CONTROL DEVICE	4733	3731.31	79	37864	31296.10	83	.00	56800	25503.90	55
60 **		MATERIALS & SUPPLIES	42082	9297.41	22	336656	769575.75	229	.03-	505000	264575.72	152
81		CAPITAL OUTLAY - REPLACE										
81 02		VEHICLE REPLACEMENT	10105	.00	0	80840	40447.50	50	43238.28	121270	37584.22	69
81 06		MACHINERY & EQUIPMENT	8541	.00	0	68328	1913.75	3	96435.00	102500	4151.25	96
81 **		CAPITAL OUTLAY - REPLACE	18646	.00	0	149168	42361.25	28	139673.28	223770	41735.47	81
82		CAPITAL OUTLAY - NEW										
82 06		MACHINERY & EQUIPMENT	1500	.00	0	12000	16800.00	140	.00	18000	1200.00	93
82 **		CAPITAL OUTLAY - NEW	1500	.00	0	12000	16800.00	140	.00	18000	1200.00	93
601 **		OPERATIONS & MAINTENANCE	62228	9297.41	15	497824	828737.00	167	139673.25	746770	221640.25	130
606		ROAD, STREET, HWY SERVICES										
60		MATERIALS & SUPPLIES										
60 30		ENGINEERING R & M	833	38.25	5	6664	267.75	4	.00	10000	9732.25	3
60 44		SNOW & ICE REMOVAL	5000	3943.51	79	40000	13551.92	34	.00	60000	46448.08	23
60 46		OTHER TRAFFIC SVCS RDSIDE	4166	220.15	5	33328	11585.54	35	.00	50000	38414.46	23
60 **		MATERIALS & SUPPLIES	9999	4201.91	42	79992	25405.21	32	.00	120000	94594.79	21
606 **		ROAD, STREET, HWY SERVICES	9999	4201.91	42	79992	25405.21	32	.00	120000	94594.79	21
607		ADMINISTRATION AND MISC										
50		OTHER CHARGES										
50 32		MISCELLANEOUS	8333	.00	0	66664	1424.62	2	.00	100000	98575.38	1
50 **		OTHER CHARGES	8333	.00	0	66664	1424.62	2	.00	100000	98575.38	1
607 **		ADMINISTRATION AND MISC	8333	.00	0	66664	1424.62	2	.00	100000	98575.38	1
608		CAPITAL OUTLAY										
82		CAPITAL OUTLAY - NEW										
82 30		IMPRVMTS OTHER THAN BLDG	6250	.00	0	50000	.00	0	.00	75000	75000.00	0
82 **		CAPITAL OUTLAY - NEW	6250	.00	0	50000	.00	0	.00	75000	75000.00	0
608 **		CAPITAL OUTLAY	6250	.00	0	50000	.00	0	.00	75000	75000.00	0
60 **		PUBLIC WORKS	86810	13499.32	16	694480	855566.83	123	139673.25	1041770	46529.92	96
DIV	4101	TOTAL *****										
		MAIN OF STREETS & HWYS	86810	13499.32	16	694480	855566.83	123	139673.25	1041770	46529.92	96
DEPT	41	TOTAL *****										
		PUBLIC WORKS	86810	13499.32	16	694480	855566.83	123	139673.25	1041770	46529.92	96
FUND	020	TOTAL *****										
		STATE HIGHWAY REIMB FUND	86810	13499.32	16	694480	855566.83	123	139673.25	1041770	46529.92	96

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FUND 050 WATER & SEWER FUND			DEPT/DIV 1101 GENERAL GOVERNMENT/ADMINISTRATION										
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										
701			WATER										
	10		SALARIES AND WAGES										
	10 02		REGULAR	1525	1406.88	92	12200	11482.99	94	.00	18300	6817.01	63
	10 04		OVERTIME	11	42.87	390	88	102.23	116	.00	140	37.77	73
	10 **		SALARIES AND WAGES	1536	1449.75	94	12288	11585.22	94	.00	18440	6854.78	63
	20		BENEFITS										
	20 02		FICA	116	87.83	76	928	708.47	76	.00	1400	691.53	51
	20 04		VA RETIREMENT SYSTEM	148	149.36	101	1184	1194.88	101	.00	1780	585.12	67
	20 06		GROUP MEDICAL INSURANCE	302	301.86	100	2416	2414.88	100	.00	3630	1215.12	67
	20 08		GROUP LIFE INSURANCE	20	20.42	102	160	163.36	102	.00	250	86.64	65
	20 **		BENEFITS	586	559.47	96	4688	4481.59	96	.00	7060	2578.41	64
701	**	**	WATER	2122	2009.22	95	16976	16066.81	95	.00	25500	9433.19	63
702			SEWER										
	10		SALARIES AND WAGES										
	10 02		REGULAR	1016	937.92	92	8128	7655.36	94	.00	12200	4544.64	63
	10 04		OVERTIME	5	28.58	572	40	68.14	170	.00	60	8.14	114
	10 **		SALARIES AND WAGES	1021	966.50	95	8168	7723.50	95	.00	12260	4536.50	63
	20		BENEFITS										
	20 02		FICA	77	58.53	76	616	472.22	77	.00	930	457.78	51
	20 04		VA RETIREMENT SYSTEM	99	99.58	101	792	796.64	101	.00	1190	393.36	67
	20 06		GROUP MEDICAL INSURANCE	201	201.24	100	1608	1609.92	100	.00	2420	810.08	67
	20 08		GROUP LIFE INSURANCE	14	13.62	97	112	108.96	97	.00	170	61.04	64
	20 **		BENEFITS	391	372.97	95	3128	2987.74	96	.00	4710	1722.26	63
702	**	**	SEWER	1412	1339.47	95	11296	10711.24	95	.00	16970	6258.76	63
70	**	**	UTILITIES	3534	3348.69	95	28272	26778.05	95	.00	42470	15691.95	63
DIV	1101		TOTAL ***** ADMINISTRATION	3534	3348.69	95	28272	26778.05	95	.00	42470	15691.95	63
DEPT	11		TOTAL ***** GENERAL GOVERNMENT	3534	3348.69	95	28272	26778.05	95	.00	42470	15691.95	63

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FUND 050 WATER & SEWER FUND			DEPT/DIV 5001 WATER			DEPARTMENT/OPERATIONS							
BA	ELE	OBJ	ACCOUNT	*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB		DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
70			UTILITIES										
701			WATER										
10			SALARIES AND WAGES										
10	02		REGULAR	32668	27722.75	85	261344	227557.23	87	.00	392020	164462.77	58
10	04		OVERTIME	1250	269.44	22	10000	3895.85	39	.00	15000	11104.15	26
10	**		SALARIES AND WAGES	33918	27992.19	83	271344	231453.08	85	.00	407020	175566.92	57
20			BENEFITS										
20	02		FICA	2595	2051.22	79	20760	16606.01	80	.00	31140	14533.99	53
20	04		VA RETIREMENT SYSTEM	3201	971.64	30	25608	11512.04	45	.00	38420	26907.96	30
20	06		GROUP MEDICAL INSURANCE	4516	2805.80	62	36128	37810.00	105	.00	54200	16390.00	70
20	08		GROUP LIFE INSURANCE	438	282.78	65	3504	2880.93	82	.00	5260	2379.07	55
20	18		VRS HYBRID EMPLOYER CONTR	0	829.34	0	0	7348.77	0	.00	0	7348.77-	0
20	20		ICMA HYBRID EMPLOYER CONT	0	266.92	0	0	2207.20	0	.00	0	2207.20-	0
20	**		BENEFITS	10750	7207.70	67	86000	78364.95	91	.00	129020	50655.05	61
30			CONTRACTUAL SERVICES										
30	08		MAINTENANCE SVC CONTRACTS	2508	4540.00	181	20064	19537.66	97	770.00	30100	9792.34	68
30	14		MISC & PROFESSIONAL SVCS	1666	49.00	3	13328	392.00	3	.00	20000	19608.00	2
30	16		PHYSICALS	66	.00	0	528	150.00	28	.00	800	650.00	19
30	20		WATER PURCHASES - CC	6250	.00	0	50000	17334.58	35	.00	75000	57665.42	23
30	24		R & M GROUNDS, BLDGS, RDS	1166	.00	0	9328	.00	0	.00	14000	14000.00	0
30	**		CONTRACTUAL SERVICES	11656	4589.00	39	93248	37414.24	40	770.00	139900	101715.76	27
50			OTHER CHARGES										
50	02		ELECTRICAL SERVICES	9166	7068.42	77	73328	49212.84	67	.00	110000	60787.16	45
50	04		HEATING SERVICES	291	907.35	312	2328	2092.43	90	.00	3500	1407.57	60
50	08		TELECOMMUNICATIONS	916	1075.29	117	7328	8202.82	112	.00	11000	2797.18	75
50	10		PROPERTY INSURANCE	762	.00	0	6096	6862.50	113	.00	9150	2287.50	75
50	12		MOTOR VEHICLE INSURANCE	43	.00	0	344	390.00	113	.00	520	130.00	75
50	18		GENERAL LIABILITY INSUR	375	.00	0	3000	3000.00	100	.00	4500	1500.00	67
50	24		SUBSISTANCE & LODGING	250	.00	0	2000	231.34	12	.00	3000	2768.66	8
50	26		CONVENTIONS & EDUCATIONS	416	.00	0	3328	840.00	25	.00	5000	4160.00	17
50	28		DUES & ASSOC MEMBERSHIPS	83	90.00	108	664	951.00	143	.00	1000	49.00	95
50	30		REFUNDS	41	.00	0	328	.00	0	.00	500	500.00	0
50	32		MISCELLANEOUS	166	.00	0	1328	388.71	29	.00	2000	1611.29	19
50	64		SAMPLE TESTING	1250	1029.58	82	10000	4076.82	41	.00	15000	10923.18	27
50	66		FEES PAID TO COMMONWEALTH	458	.00	0	3664	5037.00	138	.00	5500	463.00	92
50	68		PROFESSIONAL LICENSES	100	.00	0	800	100.00	13	.00	1200	1100.00	8
50	**		OTHER CHARGES	14317	10170.64	71	114536	81385.46	71	.00	171870	90484.54	47
60			MATERIALS & SUPPLIES										
60	02		OFFICE SUPPLIES	508	110.65	22	4064	901.95	22	.00	6100	5198.05	15
60	04		REPAIRS & MAINTENANCE	2500	.00	0	20000	17339.42	87	.00	30000	12660.58	58
60	06		FUELS & LUBRICANTS	354	403.54	114	2832	4490.48	159	.00	4250	240.48-	106
60	08		VEHICLE & EQUIP R&M	187	.00	0	1496	1252.23	84	4623.00	2250	3625.23-	261
60	10		UNIFORMS	604	449.38	74	4832	4069.95	84	.00	7250	3180.05	56
60	11		SAFETY EQUIP & PROGRAMS	208	.00	0	1664	518.95	31	.00	2500	1981.05	21
60	14		OTHER OPERATING SUPPLIES	10000	.00	0	80000	77624.75	97	.00	120000	42375.25	65
60	15		LABORATORY TEST CHEMICALS	1250	1681.29	135	10000	9094.06	91	.00	15000	5905.94	61

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FUND 050 WATER & SEWER FUND			DEPT/DIV 5001 WATER			DEPARTMENT/OPERATIONS						
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										
60	24	SMALL TOOLS	166	199.50	120	1328	552.02	42	.00	2000	1447.98	28
60	25	SMALL EQUIPMENT	625	653.91	105	5000	1340.68	27	.00	7500	6159.32	18
60	**	MATERIALS & SUPPLIES	16402	3498.27	21	131216	117184.49	89	4623.00	196850	75042.51	62
70		TRANSFER OUT										
70	05	TO RESERVES	2731	.00	0	21848	.00	0	.00	32780	32780.00	0
70	**	TRANSFER OUT	2731	.00	0	21848	.00	0	.00	32780	32780.00	0
90		DEBT SERVICE										
90	02	PRINCIPAL	25166	.00	0	201328	302000.00	150	.00	302000	.00	100
90	04	INTEREST	7988	.00	0	63904	96108.67	150	.00	95860	248.67-	100
90	**	DEBT SERVICE	33154	.00	0	265232	398108.67	150	.00	397860	248.67-	100
91		DEBT SERVICE-2020A										
91	02	PRINCIPAL	8997	.00	0	71976	107970.00	150	.00	107970	.00	100
91	04	INTEREST	7710	.00	0	61680	92532.76	150	.00	92530	2.76-	100
91	**	DEBT SERVICE-2020A	16707	.00	0	133656	200502.76	150	.00	200500	2.76-	100
701	**	WATER	139635	53457.80	38	1117080	1144413.65	102	5393.00	1675800	525993.35	69
70	**	UTILITIES	139635	53457.80	38	1117080	1144413.65	102	5393.00	1675800	525993.35	69
DIV	5001	TOTAL ***** OPERATIONS	139635	53457.80	38	1117080	1144413.65	102	5393.00	1675800	525993.35	69

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FUND 050 WATER & SEWER FUND			DEPT/DIV 5002 WATER			DEPARTMENT/PUMP STATION						
BA	ELE	OBJ	*****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	457.46	55	6664	4672.05	70	.00	10000	5327.95	47
50 08		TELECOMMUNICATIONS	45	52.53	117	360	424.39	118	.00	550	125.61	77
50 **		OTHER CHARGES	878	509.99	58	7024	5096.44	73	.00	10550	5453.56	48
60		MATERIALS & SUPPLIES										
60 04		REPAIRS & MAINTENANCE	250	.00	0	2000	.00	0	9909.00	3000	6909.00-	330
60 **		MATERIALS & SUPPLIES	250	.00	0	2000	.00	0	9909.00	3000	6909.00-	330
703 ** **		BEDFORD PUMP STATION	1128	509.99	45	9024	5096.44	57	9909.00	13550	1455.44-	111
704		LOLA PUMP STATION										
50		OTHER CHARGES										
50 02		ELECTRICAL SERVICES	83	136.06	164	664	365.21	55	.00	1000	634.79	37
50 08		TELECOMMUNICATIONS	45	52.53	117	360	424.39	118	.00	550	125.61	77
50 **		OTHER CHARGES	128	188.59	147	1024	789.60	77	.00	1550	760.40	51
60		MATERIALS & SUPPLIES										
60 04		REPAIRS & MAINTENANCE	8	.00	0	64	.00	0	.00	100	100.00	0
60 **		MATERIALS & SUPPLIES	8	.00	0	64	.00	0	.00	100	100.00	0
704 ** **		LOLA PUMP STATION	136	188.59	139	1088	789.60	73	.00	1650	860.40	48
709		MELINDA PUMP STATION										
50		OTHER CHARGES										
50 02		ELECTRICAL SERVICES	800	.00	0	6400	.00	0	.00	9600	9600.00	0
50 08		TELECOMMUNICATIONS	45	.00	0	360	.00	0	.00	550	550.00	0
50 **		OTHER CHARGES	845	.00	0	6760	.00	0	.00	10150	10150.00	0
60		MATERIALS & SUPPLIES										
60 04		REPAIRS & MAINTENANCE	125	.00	0	1000	.00	0	.00	1500	1500.00	0
60 **		MATERIALS & SUPPLIES	125	.00	0	1000	.00	0	.00	1500	1500.00	0
709 ** **		MELINDA PUMP STATION	970	.00	0	7760	.00	0	.00	11650	11650.00	0
70 ** **		UTILITIES	2234	698.58	31	17872	5886.04	33	9909.00	26850	11054.96	59
DIV 5002		TOTAL *****										
		PUMP STATION	2234	698.58	31	17872	5886.04	33	9909.00	26850	11054.96	59

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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	744.44	93	6400	4743.59	74	.00	9600	4856.41	49
50	08	TELECOMMUNICATIONS	66	60.75	92	528	366.50	69	.00	800	433.50	46
50	**	OTHER CHARGES	866	805.19	93	6928	5110.09	74	.00	10400	5289.91	49
60		MATERIALS & SUPPLIES										
60	04	REPAIRS & MAINTENANCE	250	.00	0	2000	142.21	7	.00	3000	2857.79	5
60	14	OTHER OPERATING SUPPLIES	625	613.62	98	5000	4346.02	87	.00	7500	3153.98	58
60	15	LABORATORY TEST CHEMICALS	250	.00	0	2000	988.77	49	.00	3000	2011.23	33
60	**	MATERIALS & SUPPLIES	1125	613.62	55	9000	5477.00	61	.00	13500	8023.00	41
706	**	MCMINNIS SPRING	1991	1418.81	71	15928	10587.09	67	.00	23900	13312.91	44
707		REYNOLDS SPRING										
50		OTHER CHARGES										
50	02	ELECTRICAL SERVICES	1016	1150.82	113	8128	8271.47	102	.00	12200	3928.53	68
50	08	TELECOMMUNICATIONS	125	128.06	102	1000	1024.48	102	.00	1500	475.52	68
50	**	OTHER CHARGES	1141	1278.88	112	9128	9295.95	102	.00	13700	4404.05	68
60		MATERIALS & SUPPLIES										
60	04	REPAIRS & MAINTENANCE	250	.00	0	2000	690.92	35	.00	3000	2309.08	23
60	14	OTHER OPERATING SUPPLIES	541	613.60	113	4328	5468.29	126	.00	6500	1031.71	84
60	15	LABORATORY TEST CHEMICALS	250	.00	0	2000	988.77	49	.00	3000	2011.23	33
60	**	MATERIALS & SUPPLIES	1041	613.60	59	8328	7147.98	86	.00	12500	5352.02	57
707	**	REYNOLDS SPRING	2182	1892.48	87	17456	16443.93	94	.00	26200	9756.07	63
70	**	UTILITIES	4173	3311.29	79	33384	27031.02	81	.00	50100	23068.98	54
DIV	5003	TOTAL ***** SPRINGS	4173	3311.29	79	33384	27031.02	81	.00	50100	23068.98	54

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FUND 050 WATER & SEWER FUND			DEPT/DIV 5004 WATER			DEPARTMENT/TANKS & INDUSTRIAL METERS						
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
70		UTILITIES										
708		TANKS & INDUSTRIAL METERS										
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	100	74.54	75	800	542.33	68	.00	1200	657.67	45
	50 08	TELECOMMUNICATIONS	108	103.75	96	864	830.00	96	.00	1300	470.00	64
	50 **	OTHER CHARGES	208	178.29	86	1664	1372.33	83	.00	2500	1127.67	55
	60	MATERIALS & SUPPLIES										
	60 04	REPAIRS & MAINTENANCE	208	.00	0	1664	.00	0	.00	2500	2500.00	0
	60 **	MATERIALS & SUPPLIES	208	.00	0	1664	.00	0	.00	2500	2500.00	0
708 ** **		TANKS & INDUSTRIAL METERS	416	178.29	43	3328	1372.33	41	.00	5000	3627.67	27
70 ** **		UTILITIES	416	178.29	43	3328	1372.33	41	.00	5000	3627.67	27
DIV 5004		TOTAL *****										
		TANKS & INDUSTRIAL METERS	416	178.29	43	3328	1372.33	41	.00	5000	3627.67	27

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FUND 050 WATER & SEWER FUND			DEPT/DIV 5010 WATER			DEPARTMENT/WATER CAPITAL OUTLAY						
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										
	81	CAPITAL OUTLAY - REPLACE										
	81 02	VEHICLE REPLACEMENT	2242	.00	0	17936	.00	0	.00	26910	26910.00	0
	81 06	MACHINERY & EQUIPMENT	169362	8296.80	5	1354896	426305.64	32	22573.00	2032350	1583471.36	22
	81 22	WATER SYSTEM	0	.00	0	0	30000.00	0	.00	0	30000.00-	0
	81 30	IMPRVMNTS OTHER THAN BLDG	2916	.00	0	23328	38835.00	167	.00	35000	3835.00-	111
	81 35	MELINDA TANK HPZ	114583	83127.98	73	916664	593707.02	65	.00	1375000	781292.98	43
	81 37	SCADA SYSTEM UPGRADE	3333	.00	0	26664	17900.00	67	.00	40000	22100.00	45
	81 40	WTP - ELECTRICAL	0	.00	0	0	458261.60	0	120446.93	0	578708.53-	0
	81 **	CAPITAL OUTLAY - REPLACE	292436	91424.78	31	2339488	1565009.26	67	143019.93	3509260	1801230.81	49
	82	CAPITAL OUTLAY - NEW										
	82 22	WATER SYSTEM	0	.00	0	0	41660.00	0	.00	0	41660.00-	0
	82 30	IMPRVMNTS OTHER THAN BLDG	208	.00	0	1664	.00	0	.00	2500	2500.00	0
	82 **	CAPITAL OUTLAY - NEW	208	.00	0	1664	41660.00	2504	.00	2500	39160.00-1666	
701 ** **		WATER	292644	91424.78	31	2341152	1606669.26	69	143019.93	3511760	1762070.81	50
70 ** **		UTILITIES	292644	91424.78	31	2341152	1606669.26	69	143019.93	3511760	1762070.81	50
DIV 5010		TOTAL *****										
		WATER CAPITAL OUTLAY	292644	91424.78	31	2341152	1606669.26	69	143019.93	3511760	1762070.81	50
DEPT 50		TOTAL *****										
		WATER DEPARTMENT	439102	149070.74	34	3512816	2785372.30	79	158321.93	5269510	2325815.77	56

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FUND 050 WATER & SEWER FUND			DEPT/DIV 5101 SEWER			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										
702		SEWER										
	10	SALARIES AND WAGES										
	10 02	REGULAR	41337	29162.20	71	330696	236751.82	72	.00	496050	259298.18	48
	10 04	OVERTIME	670	30.14	5	5360	4518.43	84	.00	8050	3531.57	56
	10 **	SALARIES AND WAGES	42007	29192.34	70	336056	241270.25	72	.00	504100	262829.75	48
	20	BENEFITS										
	20 02	FICA	3216	2044.82	64	25728	17070.73	66	.00	38600	21529.27	44
	20 04	VA RETIREMENT SYSTEM	4051	1988.62	49	32408	16552.76	51	.00	48620	32067.24	34
	20 06	GROUP MEDICAL INSURANCE	7308	4581.80	63	58464	41242.80	71	.00	87700	46457.20	47
	20 08	GROUP LIFE INSURANCE	554	392.24	71	4432	3107.47	70	.00	6650	3542.53	47
	20 18	VRS HYBRID EMPLOYER CONTR	0	778.74	0	0	5460.51	0	.00	0	5460.51-	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	101.40	0	0	714.34	0	.00	0	714.34-	0
	20 **	BENEFITS	15129	9887.62	65	121032	84148.61	70	.00	181570	97421.39	46
	30	CONTRACTUAL SERVICES										
	30 08	MAINTENANCE SVC CONTRACTS	875	58.98	7	7000	4959.88	71	875.00	10500	4665.12	56
	30 14	MISC & PROFESSIONAL SVCS	1666	8950.00	537	13328	9350.00	70	.00	20000	10650.00	47
	30 16	PHYSICALS	125	.00	0	1000	150.00	15	.00	1500	1350.00	10
	30 24	R & M GROUNDS, BLDGS, RDS	541	.00	0	4328	1500.91	35	.00	6500	4999.09	23
	30 **	CONTRACTUAL SERVICES	3207	9008.98	281	25656	15960.79	62	875.00	38500	21664.21	44
	50	OTHER CHARGES										
	50 02	ELECTRICAL SERVICES	27083	29401.72	109	216664	214445.81	99	.00	325000	110554.19	66
	50 04	HEATING SERVICES	291	562.60	193	2328	1229.55	53	.00	3500	2270.45	35
	50 08	TELECOMMUNICATIONS	708	776.07	110	5664	6769.45	120	.00	8500	1730.55	80
	50 10	PROPERTY INSURANCE	760	.00	0	6080	6847.50	113	.00	9130	2282.50	75
	50 12	MOTOR VEHICLE INSURANCE	151	.00	0	1208	1365.00	113	.00	1820	455.00	75
	50 18	GENERAL LIABILITY INSUR	375	.00	0	3000	3000.00	100	.00	4500	1500.00	67
	50 24	SUBSISTANCE & LODGING	83	.00	0	664	.00	0	.00	1000	1000.00	0
	50 26	CONVENTIONS & EDUCATIONS	250	50.00	20	2000	483.00	24	.00	3000	2517.00	16
	50 28	DUES & ASSOC MEMBERSHIPS	41	.00	0	328	.00	0	.00	500	500.00	0
	50 30	REFUNDS	25	.00	0	200	.00	0	.00	300	300.00	0
	50 32	MISCELLANEOUS	62	.00	0	496	81.83	17	.00	750	668.17	11
	50 64	SAMPLE TESTING	916	333.46	36	7328	4484.14	61	.00	11000	6515.86	41
	50 66	FEES PAID TO COMMONWEALTH	833	.00	0	6664	10219.00	153	.00	10000	219.00-	102
	50 67	SAMPLE TESTING / IN HOUSE	437	.00	0	3496	3976.70	114	.00	5250	1273.30	76
	50 68	PROFESSIONAL LICENSES	125	400.00	320	1000	500.00	50	.00	1500	1000.00	33
	50 90	EOP ENVIRON. SAMPLING	416	.00	0	3328	.00	0	.00	5000	5000.00	0
	50 **	OTHER CHARGES	32556	31523.85	97	260448	253401.98	97	.00	390750	137348.02	65
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	504	270.18	54	4032	270.18	7	.00	6050	5779.82	5
	60 04	REPAIRS & MAINTENANCE	4166	9226.62	222	33328	16523.89	50	23629.81	50000	9846.30	80
	60 06	FUELS & LUBRICANTS	854	525.32	62	6832	20367.31	298	.00	10250	10117.31-	199
	60 08	VEHICLE / EQUIP R&M	333	1368.31	411	2664	6387.31	240	.43-	4000	2386.88-	160
	60 10	UNIFORMS	583	605.16	104	4664	3305.85	71	362.91	7000	3331.24	52
	60 11	SAFETY EQUIP & PROGRAMS	416	.00	0	3328	1669.61	50	.00	5000	3330.39	33
	60 14	OTHER OPERATING SUPPLIES	5416	22075.60	408	43328	53469.44	123	.00	65000	11530.56	82

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FUND 050 WATER & SEWER FUND			DEPT/DIV 5101 SEWER			DEPARTMENT/OPERATIONS						
BA	ELE	OBJ	*****CURRENT*****			*****YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%	
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
70		UTILITIES										
702		SEWER										
60	24	SMALL TOOLS	125	199.50	160	1000	701.57	70	.00	1500	798.43	47
60	50	LABORATORY TEST EQUIP	2500	2070.29	83	20000	12159.71	61	.00	30000	17840.29	41
60	**	MATERIALS & SUPPLIES	14897	36340.98	244	119176	114854.87	96	23992.29	178800	39952.84	78
70		TRANSFER OUT										
70	05	TO RESERVES	2730	.00	0	21840	.00	0	.00	32770	32770.00	0
70	**	TRANSFER OUT	2730	.00	0	21840	.00	0	.00	32770	32770.00	0
91		DEBT SERVICE-2020A										
91	02	PRINCIPAL	6252	.00	0	50016	75030.00	150	.00	75030	.00	100
91	04	INTEREST	5358	.00	0	42864	64302.43	150	.00	64300	2.43-	100
91	**	DEBT SERVICE-2020A	11610	.00	0	92880	139332.43	150	.00	139330	2.43-	100
702	**	SEWER	122136	115953.77	95	977088	848968.93	87	24867.29	1465820	591983.78	60
70	**	UTILITIES	122136	115953.77	95	977088	848968.93	87	24867.29	1465820	591983.78	60
DIV'	5101	TOTAL *****										
		OPERATIONS	122136	115953.77	95	977088	848968.93	87	24867.29	1465820	591983.78	60

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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	1167.54	108	8664	5695.63	66	.00	13000	7304.37	44
50	08	TELECOMMUNICATIONS	83	52.53	63	664	424.39	64	.00	1000	575.61	42
50	**	OTHER CHARGES	1166	1220.07	105	9328	6120.02	66	.00	14000	7879.98	44
60		MATERIALS & SUPPLIES										
60	04	REPAIRS & MAINTENANCE	833	.00	0	6664	6438.90	97	.00	10000	3561.10	64
60	**	MATERIALS & SUPPLIES	833	.00	0	6664	6438.90	97	.00	10000	3561.10	64
705	**	** RIVERVIEW PUMP STATION	1999	1220.07	61	15992	12558.92	79	.00	24000	11441.08	52
70	**	** UTILITIES	1999	1220.07	61	15992	12558.92	79	.00	24000	11441.08	52
DIV	5102	TOTAL ***** PUMP STATION	1999	1220.07	61	15992	12558.92	79	.00	24000	11441.08	52

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FUND 050 WATER & SEWER FUND		DEPT/DIV 5110 SEWER			DEPARTMENT/SEWER CAPITAL OUTLAY					ANNUAL	UNENCUMB.	%
BA ELE OBJ ACCOUNT		*****CURRENT*****			*****YEAR-TO-DATE*****							
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	BUDGET	BALANCE	BDGT
70		UTILITIES										
702		SEWER										
	81	CAPITAL OUTLAY - REPLACE										
	81 02	VEHICLE REPLACEMENT	6818	.00	0	54544	.00	0	33188.28	81820	48631.72	41
	81 06	MACHINERY & EQUIPMENT	2000	.00	0	16000	1913.75	12	12004.00	24000	10082.25	58
	81 18	BUILDING	500	.00	0	4000	.00	0	.00	6000	6000.00	0
	81 20	SEWER SYSTEM	0	4302.56	0	0	32065.81	0	.00	0	32065.81	0
	81 30	IMPRVMNTS OTHER THAN BLDG	5625	.00	0	45000	.00	0	46254.76	67500	21245.24	69
	81 40	ELECTRICAL	119266	249811.50	210	954128	946678.13	99	.00	1431200	484521.87	66
	81 **	CAPITAL OUTLAY - REPLACE	134209	254114.06	189	1073672	980657.69	91	91447.04	1610520	538415.27	67
	82	CAPITAL OUTLAY - NEW										
	82 30	IMPRVMNTS OTHER THAN BLDG	208	.00	0	1664	.00	0	.00	2500	2500.00	0
	82 **	CAPITAL OUTLAY - NEW	208	.00	0	1664	.00	0	.00	2500	2500.00	0
702 **	**	SEWER	134417	254114.06	189	1075336	980657.69	91	91447.04	1613020	540915.27	67
70 **	**	UTILITIES	134417	254114.06	189	1075336	980657.69	91	91447.04	1613020	540915.27	67
DIV	5110	TOTAL *****										
		SEWER CAPITAL OUTLAY	134417	254114.06	189	1075336	980657.69	91	91447.04	1613020	540915.27	67
DEPT	51	TOTAL *****										
		SEWER DEPARTMENT	258552	371287.90	144	2068416	1842185.54	89	116314.33	3102840	1144340.13	63

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FUND 050 WATER & SEWER FUND		DEPT/DIV 5201 DISTRIBUTION & COLLECTION/OPERATIONS										
BA	ELE OBJ	ACCOUNT	*****CURRENT***** YEAR-TO-DATE*****									
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
71		DISTRIBUTION & COLLECTION										
711		DISTRIBUTION										
	10	SALARIES AND WAGES										
	10 02	REGULAR	8767	7140.91	82	70136	61586.30	88	.00	105200	43613.70	59
	10 04	OVERTIME	266	212.99	80	2128	2149.74	101	.00	3200	1050.26	67
	10 **	SALARIES AND WAGES	9033	7353.90	81	72264	63736.04	88	.00	108400	44663.96	59
	20	BENEFITS										
	20 02	FICA	670	531.25	79	5360	4595.31	86	.00	8050	3454.69	57
	20 04	VA RETIREMENT SYSTEM	830	440.06	53	6640	3520.48	53	.00	9970	6449.52	35
	20 06	GROUP MEDICAL INSURANCE	1791	908.20	51	14328	12612.59	88	.00	21500	8887.41	59
	20 08	GROUP LIFE INSURANCE	114	100.58	88	912	872.79	96	.00	1370	497.21	64
	20 18	VRS HYBRID EMPLOYER CONTR	0	256.80	0	0	2502.68	0	.00	0	2502.68-	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	38.54	0	0	358.67	0	.00	0	358.67-	0
	20 **	BENEFITS	3405	2275.43	67	27240	24462.52	90	.00	40890	16427.48	60
	30	CONTRACTUAL SERVICES										
	30 08	MAINTENANCE SVC CONTRACTS	250	38.25	15	2000	267.75	13	.00	3000	2732.25	9
	30 16	PHYSICALS	25	.00	0	200	.00	0	.00	300	300.00	0
	30 30	GIS MAPPING UPDATES	416	16.74	4	3328	1244.18	37	.00	5000	3755.82	25
	30 **	CONTRACTUAL SERVICES	691	54.99	8	5528	1511.93	27	.00	8300	6788.07	18
	50	OTHER CHARGES										
	50 08	TELECOMMUNICATIONS	25	16.79	67	200	119.19	60	.00	300	180.81	40
	50 24	SUBSISTANCE & LODGING	41	.00	0	328	9.40	3	.00	500	490.60	2
	50 26	CONVENTIONS & EDUCATIONS	66	.00	0	528	10.00	2	.00	800	790.00	1
	50 65	METER TESTING/REPLACEMENT	1250	1484.99	119	10000	6178.77	62	.00	15000	8821.23	41
	50 76	MISS UTILITY	54	21.00	39	432	191.08	44	.00	650	458.92	29
	50 **	OTHER CHARGES	1436	1522.78	106	11488	6508.44	57	.00	17250	10741.56	38
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	70	.00	0	560	.00	0	.00	850	850.00	0
	60 04	REPAIRS & MAINTENANCE	4166	6137.18	147	33328	30567.86	92	.00	50000	19432.14	61
	60 06	FUELS & LUBRICANTS	541	511.96	95	4328	2847.37	66	.00	6500	3652.63	44
	60 08	VEHICLE & EQUIP R&M	520	418.61	81	4160	11597.42	279	.23	6250	5347.65-	186
	60 10	UNIFORMS	216	125.60	58	1728	924.13	54	.00	2600	1675.87	36
	60 11	SAFETY EQUIP & PROGRAMS	108	.00	0	864	96.29	11	.00	1300	1203.71	7
	60 25	SMALL EQUIPMENT	116	.00	0	928	394.45	43	.00	1400	1005.55	28
	60 **	MATERIALS & SUPPLIES	5737	7193.35	125	45896	46427.52	101	.23	68900	22472.25	67
711 **	**	DISTRIBUTION	20302	18400.45	91	162416	142646.45	88	.23	243740	101093.32	59
712		COLLECTION										
	10	SALARIES AND WAGES										
	10 02	REGULAR	8766	7140.88	82	70128	61585.96	88	.00	105200	43614.04	59
	10 04	OVERTIME	266	212.97	80	2128	2149.50	101	.00	3200	1050.50	67
	10 **	SALARIES AND WAGES	9032	7353.85	81	72256	63735.46	88	.00	108400	44664.54	59

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FUND 050 WATER & SEWER FUND			DEPT/DIV 5201 DISTRIBUTION & COLLECTION/OPERATIONS									
BA ELE OBJ ACCOUNT			*****CURRENT*****			*****YEAR-TO-DATE*****						
SUB	SUB	DESCRIPTION	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
71		DISTRIBUTION & COLLECTION										
712		COLLECTION										
	20	BENEFITS										
	20 02	FICA	670	531.16	79	5360	4594.55	86	.00	8050	3455.45	57
	20 04	VA RETIREMENT SYSTEM	830	440.04	53	6640	3520.32	53	.00	9970	6449.68	35
	20 06	GROUP MEDICAL INSURANCE	1791	908.20	51	14328	12612.58	88	.00	21500	8887.42	59
	20 08	GROUP LIFE INSURANCE	114	100.52	88	912	872.34	96	.00	1370	497.66	64
	20 18	VRS HYBRID EMPLOYER CONTR	0	256.78	0	0	2502.40	0	.00	0	2502.40-	0
	20 20	ICMA HYBRID EMPLOYER CONT	0	38.50	0	0	358.33	0	.00	0	358.33-	0
	20 **	BENEFITS	3405	2275.20	67	27240	24460.52	90	.00	40890	16429.48	60
	30	CONTRACTUAL SERVICES										
	30 08	MAINTENANCE SVC CONTRACTS	125	38.25	31	1000	1017.75	102	.00	1500	482.25	68
	30 16	PHYSICALS	25	.00	0	200	.00	0	.00	300	300.00	0
	30 30	GIS MAPPING UPDATES	416	16.74	4	3328	1244.18	37	.00	5000	3755.82	25
	30 **	CONTRACTUAL SERVICES	566	54.99	10	4528	2261.93	50	.00	6800	4538.07	33
	50	OTHER CHARGES										
	50 08	TELECOMMUNICATIONS	25	16.78	67	200	119.21	60	.00	300	180.79	40
	50 24	SUBSISTANCE & LODGING	41	.00	0	328	.00	0	.00	500	500.00	0
	50 26	CONVENTIONS & EDUCATIONS	66	.00	0	528	.00	0	.00	800	800.00	0
	50 76	MISS UTILITY	54	21.00	39	432	191.12	44	.00	650	458.88	29
	50 **	OTHER CHARGES	186	37.78	20	1488	310.33	21	.00	2250	1939.67	14
	60	MATERIALS & SUPPLIES										
	60 02	OFFICE SUPPLIES	70	.00	0	560	.00	0	.00	850	850.00	0
	60 04	REPAIRS & MAINTENANCE	2916	3285.99	113	23328	18058.77	77	.00	35000	16941.23	52
	60 06	FUELS & LUBRICANTS	541	511.96	95	4328	2847.37	66	.00	6500	3652.63	44
	60 08	VEHICLE & EQUIP R&M	520	436.92	84	4160	11403.10	274	.23	6250	5153.33-	183
	60 10	UNIFORMS	208	125.60	60	1664	1028.60	62	.00	2500	1471.40	41
	60 11	SAFETY EQUIP & PROGRAMS	108	.00	0	864	141.89	16	.00	1300	1158.11	11
	60 25	SMALL EQUIPMENT	108	.00	0	864	404.43	47	.00	1300	895.57	31
	60 **	MATERIALS & SUPPLIES	4471	4360.47	98	35768	33884.16	95	.23	53700	19815.61	63
	81	CAPITAL OUTLAY - REPLACE										
	81 30	IMPRVMNTS OTHER THAN BLDG	833	.00	0	6664	5796.65	87	.00	10000	4203.35	58
	81 **	CAPITAL OUTLAY - REPLACE	833	.00	0	6664	5796.65	87	.00	10000	4203.35	58
712	** **	COLLECTION	18493	14082.29	76	147944	130449.05	88	.23	222040	91590.72	59
71	** **	DISTRIBUTION & COLLECTION	38795	32482.74	84	310360	273095.50	88	.46	465780	192684.04	59
DIV	5201	TOTAL ***** OPERATIONS	38795	32482.74	84	310360	273095.50	88	.46	465780	192684.04	59
DEPT	52	TOTAL ***** DISTRIBUTION & COLLECTION	38795	32482.74	84	310360	273095.50	88	.46	465780	192684.04	59
FUND	050	TOTAL ***** WATER & SEWER FUND	739983	556190.07	75	5919864	4927431.39	83	274636.72	8880600	3678531.89	59

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FUND 070 COMMUNITY IMPROV FUND			DEPT/DIV 9102 NON DEPARTMENT/NON DEPARTMENT			*****CURRENT***** YEAR-TO-DATE*****			ANNUAL	UNENCUMB.	%		
BA	ELE	OBJ	ACCOUNT	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	50000.00	0	.00	0	50000.00-	0
	50	**	OTHER CHARGES	0	.00	0	0	50000.00	0	.00	0	50000.00-	0
801	**	**	NON DEPARTMENTAL	0	.00	0	0	50000.00	0	.00	0	50000.00-	0
80	**	**	NON DEPARTMENT	0	.00	0	0	50000.00	0	.00	0	50000.00-	0
DIV	9102		TOTAL *****										
			NON DEPARTMENT	0	.00	0	0	50000.00	0	.00	0	50000.00-	0
DEPT	91		TOTAL *****										
			NON DEPARTMENT	0	.00	0	0	50000.00	0	.00	0	50000.00-	0
FUND	070		TOTAL *****										
			COMMUNITY IMPROV FUND	0	.00	0	0	50000.00	0	.00	0	50000.00-	0

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FUND 090 CEMETERY FUND		DEPT/DIV 0000			*****CURRENT*****			*****YEAR-TO-DATE*****			ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDGT
BA ELE OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP							
SUB	SUB DESCRIPTION													
60	PUBLIC WORKS													
603	CEMETERY													
10	SALARIES AND WAGES													
10 02	REGULAR	833	1537.64	185	6664	4722.61	71	.00	10000		5277.39	47		
10 04	OVERTIME	83	235.65	284	664	467.91	71	.00	1000		532.09	47		
10 **	SALARIES AND WAGES	916	1773.29	194	7328	5190.52	71	.00	11000		5809.48	47		
20	BENEFITS													
20 02	FICA	70	122.22	175	560	368.54	66	.00	850		481.46	43		
20 04	VA RETIREMENT SYSTEM	83	.00	0	664	56.35	9	.00	1000		943.65	6		
20 06	GROUP MEDICAL INSURANCE	129	200.21	155	1032	663.97	64	.00	1550		886.03	43		
20 08	GROUP LIFE INSURANCE	16	20.06	125	128	68.01	53	.00	200		131.99	34		
20 18	VRS HYBRID EMPLOYER CONTR	0	130.17	0	0	390.06	0	.00	0		390.06-	0		
20 20	ICMA HYBRID EMPLOYER CONT	0	16.62	0	0	51.31	0	.00	0		51.31-	0		
20 **	BENEFITS	298	489.28	164	2384	1598.24	67	.00	3600		2001.76	44		
30	CONTRACTUAL SERVICES													
30 36	MOWING CONTRACT	2066	.00	0	16528	9750.00	59	.00	24800		15050.00	39		
30 **	CONTRACTUAL SERVICES	2066	.00	0	16528	9750.00	59	.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	.00	0	6664	271.52	4	.00	10000		9728.48	3		
60 60	OPENING/CLOSING GRAVES	125	.00	0	1000	500.00	50	.00	1500		1000.00	33		
60 **	MATERIALS & SUPPLIES	958	.00	0	7664	771.52	10	.00	11500		10728.48	7		
70	TRANSFER OUT													
70 01	TO CEMETERY RESERVE	2270	.00	0	18160	.00	0	.00	27250		27250.00	0		
70 **	TRANSFER OUT	2270	.00	0	18160	.00	0	.00	27250		27250.00	0		
82	CAPITAL OUTLAY - NEW													
82 06	MACHINERY & EQUIPMENT	0	.00	0	0	.00	0	44200.00	0		44200.00-	0		
82 **	CAPITAL OUTLAY - NEW	0	.00	0	0	.00	0	44200.00	0		44200.00-	0		
603 ** **	CEMETERY	6508	2262.57	35	52064	19105.28	37	44200.00	78150		14844.72	81		
60 ** **	PUBLIC WORKS	6508	2262.57	35	52064	19105.28	37	44200.00	78150		14844.72	81		
DIV 0000	TOTAL *****	6508	2262.57	35	52064	19105.28	37	44200.00	78150		14844.72	81		
DEPT 00	TOTAL *****	6508	2262.57	35	52064	19105.28	37	44200.00	78150		14844.72	81		
FUND 090	TOTAL *****	6508	2262.57	35	52064	19105.28	37	44200.00	78150		14844.72	81		
	CEMETERY FUND	6508	2262.57	35	52064	19105.28	37	44200.00	78150		14844.72	81		
GRAND	TOTAL *****	1361625	2974464.64	218	10893000	11480895.97	105	1013993.53	16341230		3846340.50	77		

Town of Altavista
Investment Deposit Totals
Balance as of February 28, 2022



General Fund Reserves

Money Market Account	4,708,707.61	
Certificate of Deposit	2,946,191.55	
LGIP	5,649,473.61	
Sub-Total		\$ 13,304,372.77

Enterprise Fund Reserves

Money Market Account	230,057.53	
Certificate of Deposit		
LGIP	2,557,295.59	
Sub-Total		\$ 2,787,353.12

Highway Fund

Money Market Account	57,350.00	
Certificate of Deposit	0.00	
LGIP	1,006,671.88	
Sub-Total		\$ 1,064,021.88

Green Hill Cemetery

Money Market Account	75,500.98	
Certificate of Deposit	633,677.12	
LGIP	77,257.83	
Sub-Total		\$ 786,435.93

AEDA

Money Market Account	0.00	
Certificate of Deposit	0.00	
LGIP	270,836.09	
Sub-Total		\$ 270,836.09

Federal Forfeiture Account \$0.00

State Forfeiture Account \$10,424.18

Operating Cash Account \$ 2,153,317.45

Grand Total Investments and Deposits \$ 20,376,761.42

Designated Balance \$ 14,609,079.48

Undesignated Balance \$ 5,767,681.94

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
March 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 6.B

CONSENT AGENDA

Title: Approval of Town Council Meeting Minutes

Staff Resource: Crystal Hailey, Assistant Town Clerk

Action(s):

After Council review, staff seeks approval of the meeting minutes as presented or amended.

Explanation:

Town Council Regular Meeting - February 8, 2022

Background:

Minutes from monthly Council meetings for Town Council's review and approval consideration.

Funding Source(s):

N / A

Attachments: *(click item to open)*

Attachment. Town Council RM Minutes 2.8.22

Town Council Regular Meeting February 8th, 2022

The Altavista Town Council held their February 2022 meeting in Council Chambers of the Town Hall/J.R. Burgess Municipal Building, 510 Seventh Street, on Tuesday, February 8th, at 6 p.m.

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

Council Members

Present: Vice Mayor Reginald Bennett
Mr. Tracy Emerson
Mr. Timothy George
Mr. Jay Higginbotham
Dr. Scott Lowman
Mayor Michael Mattox
Mr. Wayne Mitchell

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

Pastor David Sage, Grace Community Church, gave the invocation for this evening.
After the invocation, Mayor Mike Mattox led the meeting in the Pledge of Allegiance.

2. Agenda Adoption

Mayor Mattox asked Town Council if they had any questions, comments, or concerns in regard to the February meeting agenda, to which there were none.

Councilman Tracy Emerson made a motion, seconded by Councilman Wayne Mitchell, to approve the February 8th, 2022, Altavista Town Council Meeting Agenda as presented.

Motion carried

Vote:	Mr. Wayne Mitchell	Yes
	Mr. Tracy Emerson	Yes
	Vice Mayor Bennett	Yes
	Mayor Mike Mattox	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Timothy George	Yes
	Dr. Scott Lowman	Yes

3. Recognitions and Presentations

A. Personnel Changes

The Town of Altavista's personnel changes during January 2022:

New Hire Listing:

Gary Shanaberger, Town Manager, Administration Department
Alan Adkins, Sr. Maintenance Specialist, Public Works Dept.

Departure Listing:

George Sandridge, Main Street Coordinator, Administration
Bryan Mawyer, Water Plant Manager, Utilities Department/Water

Jeff Arthur, Altavista Public Works Manager, introduced two new employees in attendance that evening: Jonathan Rice and Alan Adkins, both in Buildings & Grounds. He stated Ben Mitchell was also a new hire starting with the Streets Department.

Town Council Regular Meeting February 8th, 2022

B. The Berkley Group - Updates

Town Manager Gary Shanaberger updated Town Council on three Berkley Group items.

- Town Council 2022 Retreat/Work Session
Mr. Shanaberger stated Kimble Payne confirmed his availability for the June 7th meeting, and the Altavista Train Station had been reserved for that date.
- Employee Compensation Market Analysis
Mr. Shanaberger stated the analysis was scheduled to be complete by March 15th.
- TOA Employee Handbook Update
Mr. Shanaberger informed Council that the handbook update was expected to be complete by mid-May.
Councilman Mitchell asked how often a handbook update was necessary.
Mr. Shanaberger stated that minimal changes could be made through addendums, however, according to The Berkley Group, a full review should be done every three to four years to ensure the town stays in compliance with legal matters.

4. Citizen's Time (Non-Agenda Items Only)

Mayor Mattox asked if there were any citizen(s) present wishing to address Council with a comment, concern, or item regarding a subject that was not listed on the February 8th, 2022, Council Meeting Agenda. No citizens came forward with comments on this date.

5. Town/Community Partner Updates

A. Altavista Area Chamber of Commerce (the Chamber)

Chamber of Commerce Executive Director Grace Mattox shared with Council a few of the Chamber's recent events; and updates on upcoming events the Chamber was working on.

- Ms. Mattox stated the Chamber, together with Altavista On Track (AOT), held a ribbon-cutting event for Three-Into-One Community Project on January 26th. She said they also had a ribbon-cutting planned in the following week for M&M Cleaners.
- Ms. Mattox stated the Chamber had two Coffee & Conversation Events coming up; one at Radio Shack and one at Finch & Finch Funeral Home to unveil their new reception room.
- Ms. Mattox informed Town Council of an "After Five Jive" event to be held on April 14th at the Avoca Museum. She stated the event would be an opportunity to introduce the community to the new Executive Director, Caleb Lafoon.
- Ms. Mattox referenced the Chamber's annual year-end dinner. She said the dinner would be held this year (2022) on Saturday, April 30th at Leesville Lake Marina.

Mayor Mattox asked Town Council if they had any questions for Ms. Mattox.

Councilman Mitchell asked Ms. Mattox if she could send email reminders to Town Council on upcoming events. She stated she would be happy to do so.

Mayor Mattox thanked Ms. Mattox for her continued good work for Altavista.

B. Altavista On Track (AOT)

Altavista On Track's Board President Reverend Ed Soto gave Town Council a brief update on Altavista On Track's most recent and upcoming events.

Town Council Regular Meeting February 8th, 2022

- Reverend Soto stated, with the recent departure of their previous Executive Director, the AOT Executive Board continues its efforts to fill the vacant position. He stated, with assistance from Community Development Director Sharon Williams, the job description had been updated to include management of the Spark Innovation Center.

Reverend Soto informed Council that he and Ms. Williams also collaborated to create a job description for a part-time Community Coordinator; an interim position until a new Main Street Coordinator/AOT Executive Director could be hired.

- Reverend Soto stated that AOT recently awarded Ms. Kaitlyn Smith with a Downtown Business Investment Grant. He said Ms. Smith was the new owner of the Styling Boutique at 603 Broad Street and was changing the name to Perfect Canvas Salon. He stated AOT intended to partner with the Chamber of Commerce for a ribbon-cutting ceremony at the business's location.
- Reverend Soto informed Council of AOT's upcoming planning session with the National Main Street Strategic Planning Commission, with representatives Zachary Whitlow and Matt Wagner presenting AOT with a market analysis that would give AOT input for the future, and direction for any changes they might need to make.

Reverend Soto stated that AOT intended to continue seeking additional fundraising opportunities. He said he would be happy to answer any questions Town Council may have.

Vice Mayor Reggie Bennett referenced AOT's old "Popup Program, now the Downtown Business Investment Grant Program. He stated, per Community Development Director Sharon Williams, the program had helped five businesses successfully by spending only about six thousand dollars, to which Ms. Williams confirmed the number was \$6,700.

Mr. Bennett reminded Council that the old program was a loan for up to \$10,000 and the program had not been successful. He thanked AOT's Board for revamping the program to be easily attainable and an asset to Downtown Altavista.

Reverend Soto stated AOT also revised the Façade Loan Program to a grant program and three businesses took advantage of the program in 2022, with four more applications currently pending approval.

Mayor Mattox thanked Reverend Soto the AOT updates and thanked the AOT Board for the good work they continue to do for the Town of Altavista and its community.

6. Consent Agenda

- January 2022 Financial Reports
- Approval of Bid Recommendation for the Lynch Creek Project
- Approval of Council Meeting Minutes:
 - November 23, 2021, Work Session
 - December 14, 2021, Regular Meeting
 - January 11, 2022, Regular Meeting

Mayor Mattox asked Town Council if they had any questions, comments, or concerns in regard to the February 8th Consent Agenda, to which there were none.

Vice Mayor Reggie Bennett made a motion, seconded by Councilman Tracy Emerson, to approve the February 8, 2022, Council Meeting Consent Agenda as presented.

Town Council Regular Meeting February 8th, 2022

Motion carried.

Vote:	Mr. Wayne Mitchell	Yes
	Mr. Tracy Emerson	Yes
	Vice Mayor Bennett	Yes
	Mayor Mike Mattox	Yes
	Mr. Jay Higginbotham	Yes
	Mr. Timothy George	Yes
	Dr. Scott Lowman	Yes

7. Public Hearings

There were no public hearings scheduled for this date.

8. New Business

A. 2023 CIP Purchases

Altavista’s Public Services Director Tom Fore referenced Council’s request at their January 25th Work Session for staff to present Council with the list of Public Service Equipment and Vehicles proposed for the FY2023 CIP Budget for their consideration of pre-ordering the items to save on continuing inflation costs. Mr. Fore presented Council with the list and asked for their input and direction.

Advanced Water Meter System	\$1,075,000
Meter Truck Replacement	\$40,000
Mobile 6" Pump	\$60,000
Auger for Skid Steer	\$6,000
40hp Pump Replacement	\$40,000
Autoclave	\$30,000
60 hp Digestor Blower	\$18,000
Return Sludge Replacement Impeller	\$5,000
Purchase New Power Buggy	\$48,000
Replace Scagg 60" Zero Mower	\$12,000
<u>Purchase a New Polaris Ranger 1000 UTV</u>	<u>\$16,500</u>
TOTAL	\$1,350,500

Councilman Jay Higginbotham recommended placing the Advanced Water Meter System on the next Work Session Agenda for further discussion. He also suggested removing the Skid Steer Auger from the list.

Mr. Higginbotham stated, since there was a second UTV proposed in the FY2024 CIP, he suggested purchasing both in FY2023 to save in potential cost increases; and to purchase Honda UTVs rather than Polaris.

Mayor Mattox shared his favor with the Advanced Water Meter System and stated he believed it was long overdue. He stated the system would, not only save water, but also help the town be more efficient by utilizing manpower for other projects.

Vice Mayor Bennett stated he believed one of Council’s main objectives when considering CIP items was whether they could benefit town citizens. He stated the Advanced Water Meter System would benefit both the town and its citizens.

Mr. Bennett stated, with technology evolving, he believed the old systems would soon be obsolete and the town would need to move to the advanced system eventually. He shared his favor with the advanced system’s capability in discovering water leaks quickly, which would help the customer and the town save money.

Councilman Tracy Emerson reminded Council that the Advanced Water Meter System was an approved item under ARPA’s requirements of use for infrastructure. He stated this was a good opportunity for the town to utilize ARPA funds to implement a desired item sooner than its initial proposed timeframe in the FY2027 CIP.

Town Council Regular Meeting February 8th, 2022

Councilman Wayne Mitchell shared his favor of the Advanced Water Meter System, but stated he would also be open to receiving additional ideas for the town's ARPA funds.

Councilman Scott Lowman stated he considered the Advance Water Meter System as a long-term investment for the town and he was in favor of utilizing the available ARPA funds to acquire the system.

Councilman Tim George asked what the life-expectancy was for the new water meters.

Mr. Fore stated the meters had a 10-20 year life-expectancy, depending on the amount of use they incurred.

Regarding the FY2023 Draft CIP Equipment/Vehicle Order List, there was a consensus of Town Council to leave the Advanced Water Meter System, remove the Skid Steer Auger, and add an additional UTV.

B. Utilities Department Fund Request – Sediment and Solids Handling Improvement Project

Background:

The Facility Assessment and Improvement Plan (FAIP) included a Sedimentation and Solids Handling Improvement Project. The FAIP stated "The addition of automated sludge removal from sedimentation basins would reduce the volume of water being sent to waste and ease operations. It proposed the installation of a vacuum system, which will minimize the resuspension of solids. The preliminary engineering phase of this project should also include an investigation into channel hydraulics and necessary improvements should be made as a part of this project. The handrails and kick plates around the basins show signs of degradation and should be replaced. As part of a larger rehabilitation, concrete repair to the sedimentation basins, brick repair to the baffling wall, and the replacement of the existing slide gates should be completed. The solids holding tank controls should be upgraded to include continuous discharge to the WWTP during low-flow time periods. This would be accomplished by interlocking the discharge with a maximum flow rate at the WWTP so that backwash was not discharged during periods of high flow at the WWTP. This would improve operations at both facilities. The improvements would also help automate levels in the holding tank, improving mixer performance and reducing the risk of mixer burnout".

Public Services Director Tom Fore asked Council to consider allowing staff to submit a grant application for the Sedimentation and Solids Handling Improvement Project, included in the town's current FAIP, with the Virginia Department of Health's Office of Drinking Water through their Financial and Construction Assistance Program. He stated, if the application was successful, the grant would cover 50% of the project's borrowed funding.

There was a unanimous consensus from Town Council in favor of Mr. Fore's request and to allow staff to submit the grant application to the Virginia Department of Health's Department of Drinking Water for the Sediment and Solids Improvement Project.

9. Unfinished Business

No unfinished business items were scheduled for this date.

10. Reports and Communication

- A. January 2022 Departmental Reports
- B. Council Monthly Calendars - January and February 2022
- C. Informational Items

Town Council Regular Meeting February 8th, 2022

The Manager's Report, Departmental Reports, and Council Calendars were delivered to Town Council on an earlier date, with their February Regular Council Meeting Agenda Pre-Packet.

Mayor Mattox asked for an update on the Brownfields Grant Projects, specifically pertaining to the old Lane property and its remediation/cleanup.

- Mr. Fore stated that he and Sharon Williams, Community Development Director, continued to keep in contact with the property owner for progress reports. He stated, currently, they were awaiting verification on whether the remaining structure had asbestos roof materials. He stated the property owner was also in the process of removing the two overhead bridges and the brick debris still on the property.

Mr. Fore said that he inquired about the old brick and, if it was clear of contaminants, the town may be able to utilize the brick and crush it for trail surface purposes.

Councilman Higginbotham stated, if the brick had ever been painted before 1960, there was a chance of lead paint contamination and recommended the town not use the brick.

- Mr. Fore stated the property at 531 Main Street, previously NY Pizza, had been checked and reported not contaminated, clearing the current owners to move forward with their intended use for the facility.
- Mr. Fore continued and referenced the Vista Theater and stated that project had also been remediated of any unwanted contaminants.
- Mr. Fore informed Town Council there was still approximately \$250,000 remaining in the initial Brownfields "Planning" Grant. He stated he intended to utilize a portion of the remaining funds to have a new conceptual layout of the old Lane property once the remediation process was complete.

Councilman Mitchell asked if the funds could be considered as such for the Vista Theater project, to which Mr. Fore stated the funds could also be used for the planning phase of that project.

Mayor Mattox asked Town Council if they had any more questions, comments, or concerns regarding the January monthly reports, to which there were none.

11. Matters from Council

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

- Councilman Mitchell referenced the Altavista Economic Development Authority (AEDA) and their recently adopted initiative for the Town of Altavista to find more ways to tackle the "blight" issue the town faces. He reminded Council of the town's desire for land developers to bring additional housing to Altavista, however, this was sometimes difficult due to the blight issues.

Mr. Mitchell asked if there were ways the town could consider helping to remediate blight.

Community Development Director Sharon D Williams stated the town currently had two programs to help deter blight in local downtown businesses. The first being the Altavista Advantage Loan Program, funded partially through the USDA (United States Department of Agriculture), offering a 60-month loan with 75% federal funds and 25% town funds.

Town Council Regular Meeting February 8th, 2022

Ms. Williams stated, once the loans were repaid from their recipients, the funds regained were then available for the town to create their own loan program to further their efforts on blight control and allocate the funds under town rules and regulations.

Ms. Williams stated staff was currently working to get the town's Acquire, Renovate, Sell (ARS) Program approved by the Department of Housing and Community Development (DHCD), which was also part of the town's effort to deter and diminish housing blight. She reminded Council of existing town property that could be used in the program.

Vice Mayor Bennett stated he was told by a few homeowners that they did not want to spend money to renovate their homes/property for fear of their Real Estate Taxes increasing. He asked if there were programs that would encourage homeowners to do so.

Mr. Bennett reminded Council that the town did not currently have a specific "Building Code" and suggested Council consider adding one to the Town Code, which would also require a qualified staff member (Code Enforcement Officer) to enforce the new code.

Ms. Williams informed Town Council that both Campbell County and the Town of Altavista had programs where tax breaks were offered to a homeowner that rehabilitate/renovate their home and/or property.

Ms. Williams referenced the Virginia State Code and informed Town Council, if Altavista decided to adopt the state's Property Maintenance Code, the State Building Code Official had informed the Planning Commission that the town was not required to adopt the entire code, but only the portion that related to the town's ongoing efforts in deterring and managing blight within the town. She stated she believed it would be beneficial for Town Council to also hear from the State Building Code Official on the matter.

Ms. Williams stated there was an ordinance currently in Altavista's Town Code pertaining to "derelict structures", which would be considered either a nuisance or health hazard.

Ms. Williams informed Council, through the rehabilitation grant program the town was currently going through, the town had the opportunity to "stack" grants with one another, such as federal funds/grants towards removal of lead paint and Healthy Home Initiatives to assist with costs associated with ADA or "trip and fall" issues. She stated there was also a loan program that addressed home efficiency issues, such as coving the cost of replacing old windows with more energy efficient ones.

Ms. Williams confirmed, if the town moved forward with adopting a Property Maintenance Code, a Code Official would need to be designated within Town Staff, and that individual would need DHCD training to be certified to do so. She stated it had been the belief of Town Attorney John Eller that the town should adopt at least a portion of the state's Property Maintenance Code to protect the town from any possible litigation.

Councilman George referenced the fore-mentioned issue of derelict structures and asked, since the town did not have a Property Maintenance Code, how the matter was currently being addressed.

Ms. Williams reminded Council of the \$5,000 allocated annually for derelict structure removal. She stated the funds were available for citizens to apply for as a loan towards the cost of removing such a structure from their property, and then repaid to the town.

Ms. Williams stated the town also had a Nuisance Ordinance in place that started with a certified letter being sent to the property owner; if not complied with, would result in the town having a contractor tear down or clean up the property as needed and the bill being sent to the property owner for reimbursement. She stated, if not paid within the allotted timeframe, the town would place a lien on the property until the bill was satisfied.

Town Council Regular Meeting February 8th, 2022

Ms. Williams said the method was effective, however, the town had been having issues recently with finding contractors to commit to doing the work. She informed Town Council that the town issued RFPs but had no response.

Vice Mayor Bennett suggested contacting the Town of Hurt, as they had recently sought out contractors for the same type of work, and he believed they found someone.

Ms. Williams stated she would inquire with the Town of Hurt for that information. She stated the Town of Altavista issued its RFPs on the Virginia Procurement site to ensure who the town hired would have the necessary insurance to protect the locality.

Councilman Higginbotham asked if town employees were able to do such work.

Ms. Williams stated the town does have capable employees but not the capacity to do such excessive work during regular hours.

Councilman Emerson suggested the town consider offering its Public Services employees overtime pay to accomplish the task when needed. He stated this solution may be less costly than hiring an outside contractor.

Mayor Mattox stated he believed this subject entailed a lot of questions and was worthy of further review. He suggested the item be placed on a future work session for further discussion and consideration of each suggestion by Council.

There was a consensus of Town Council to do so.

Councilman Mitchell referenced the fore-mentioned USDA Loan Program and the repaid funds belonging to the town for future program use of their choosing. He suggested the money be allocated to the AEDA for use towards a program to help deter the blight issue.

There was a consensus of Town Council to place the suggested item on a future work session for further consideration.

Mayor Mattox referenced the forementioned ARS Program and suggested staff contact the Claire Parker Foundation for insight/information on their recent renovation projects that may help the town with its ARS Program. He also suggested investigating the possibility of collaborating with the foundation on new renovation projects.

Ms. Williams stated that she would contact the Claire Parker Foundation as suggested.

- Councilman Emerson referenced the Altavista Elementary School located on Lynch Mill Road, and the daily traffic issue during the morning and afternoon when children were dropped off and picked up from school.

Mr. Emerson stated the traffic issue had been ongoing since the first day the school was opened and would continue to be so until the issue was fixed. He suggested the Town of Altavista collaborate with VDOT and Campbell County to address the issue.

There was a consensus of Town Council to do so.

Ms. Williams reminded Council that in 2018 submitted an application to VDOT regarding this matter but was unsuccessful. She stated, after discussing the matter with the Interim Town Manager, Clarence Monday, staff would be resubmitting the VDOT application as part of a town Smart Scale project and she would keep Council updated to its progress.

Town Council thanked Ms. Williams for her work and due diligence on this item.

Town Council Regular Meeting February 8th, 2022

- Councilman Emerson also referenced the decorative streetlights on Bedford Avenue and asked the town to consider adding the same lights in dark along from Sunset to Hillcrest.

Vice Mayor Bennett stated he believed the project was already in the draft FY2023 CIP for consideration.

- Councilman Emerson asked when the wayfinding signs for the English Park trail system would be installed.

Publish Services Director Tom Fore informed Town Council that staff was in the process of taking an audit of the existing signs and the project would be completed by mid-summer

- Vice Mayor Bennett referenced the town's 2021 Employee Christmas Dinner and stated he was told that the dinner was very appreciated, and he believed it gave great company morale. He suggested the town also consider hosting an annual Employee Appreciation Lunch in the summer for them and their families.

Mr. Bennett stated there were wonderful organizations in town that he believed would cater the event, such as the Altavista Moose Lodge. He requested the item be placed on a future work session for further discussion and consideration.

There was a consensus of Town Council to do so.

- Mayor Mattox thanked APD Chief Tommy Merricks for his recent help with directing traffic at the Altavista Combined School. He stated he believed it was also the responsibility of the Campbell County Sheriff's Office to help cover the task when needed.

Chief Merricks informed Council that the regular crossing guard was in the hospital so Campbell County Resource Officer Gary Penn was covering the morning shift and he was helping to cover the afternoon shift to keep his officers available for regular police work.

- Mayor Mattox referenced the Altavista-based industry Moore's Electric and their ownership team, Dale and Andy Moore. He thanked Moore's Electric for their recent \$20,000 contribution to their hometown of Altavista, to be used for the YMCA Stream Bank Restoration Project currently in progress.
- Councilman Higginbotham referenced the Booker Building in English Park and asked staff to investigate the cost for "squaring up" the exterior stage in the rear of the facility.

Public Services Director Tom Fore stated he would investigate the most viable option for accomplishing the request.

Councilman Mitchell stated the exterior stage was currently offset to face the largest amount of people during events and suggested not altering the stage.

Mr. Fore asked that Mr. Mitchell and Mr. Higginbotham join him at the Booker Building to review the exterior stage and offer their input for the best option to move forward.

- Councilman George referenced Dalton's Landing Boat Ramp/Canoe Launch. He informed Council of an email he recently received from Larry Dalton, site maintenance manager, that suggested a few items that needed to be addressed, such as gravel for mud holes and a few additional post needed.

There was a consensus of Town Council for the town's Public Works Department to collaborate with Mr. Dalton and address the maintenance items needed at Dalton's Landing

Town Council Regular Meeting February 8th, 2022

12. Closed Session

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

Section 2.2-3711 (A)(1) Discussion and/or consideration 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.

A motion was made by Vice Mayor Reggie Bennett, seconded by Councilman Tim George.

Motion carried.

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

*Town Council went into Closed Session at 7:07 p.m.
Notice was given that Council was back in regular session at 7:38 p.m.*

FOLLOWING CLOSED SESSION: A motion was made by Vice Mayor 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:	Mr. Wayne Mitchell	Yes	Mr. Jay Higginbotham	Yes
	Mr. Tracy Emerson	Yes	Mr. Timothy George	Yes
	Mayor Mike Mattox	Yes	Dr. Scott Lowman	Yes
	Vice Mayor Reggie Bennett	Yes		

13. Adjournment

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

Mayor Mattox adjourned the meeting at 7:40 p.m.

Michael Mattox, Mayor

Gary Shanaberger, Town Clerk,
Town Manager



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 8.A

NEW BUSINESS

Title: Old Garbage Truck #1017 - Needed Repairs

Staff Resource: Jeff Arthur , Public Works Manager

Action(s):

Town Council to consider fund request.

Explanation:

Staff seeks consideration from Council to use funds from Reserves to make repairs to the 2006 Peterbilt Garbage Truck. See attachment for repairs needed.

Background:

Funding Source(s):

Reserve Fund, if approved by Council.

Attachments: *(click item to open)*

[2006 Peterbuilt Garbage Truck Repairs #1017.pdf](#)

Jeff Arthur

From: Terry Lambert
Sent: Thursday, February 24, 2022 11:28 AM
To: Jeff Arthur
Subject: FW: 7E7301634 ESTIMATE

From: Stephanie Lizana <slizana@mawaste.com>
Sent: Thursday, February 24, 2022 11:18 AM
To: Terry Lambert <TLLambert@altavistava.gov>
Subject: 7E7301634 ESTIMATE

[EXTERNAL SENDER]

Replace rear brakes
Diagnose and repair auto pack
Diagnose and repair arm lift function

Estimated amount for parts and labor- \$11,600.00

Completed repairs- \$3250

Stephanie Lizana

Parts Manager
slizana@mawaste.com
Mid-Atlantic Waste Systems
793 Union St.
Salem, VA 24153
P: 540-587-5760 x6021
P: 800-338-7274
F: 540-587-5762
www.mawaste.com





TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 8.B

NEW BUSINESS

Title: Bluegrass in the Park 2022 - Request for Assistance

Staff Resource: Gary Shanaberger, Town Manager, Sharon Williams, Community Development Director, Tom Fore, Public Services Director, Thomas Merricks, Chief of Police

Action(s):

After hearing the request Council can decide to approve or deny the funding request.

Explanation:

T & C Promotions is requesting the assistance from town staff for their Blue Grass in the Park 2022 event scheduled April 23, 2022, and are requesting that the town cover the cost for Public Services, Police, and Transit employees that work during the event.

Background:

At the May 21, 2021 work session, Town Council approved a Special Event Permit for T & C Promotions to host a Bluegrass Festival at English Park. The event will be held on Saturday, April 23, 2022 from 11:00 am - 10:00 pm.

This is a fundraiser for the Children's Miracle Network featuring bluegrass performances with food and artisan vendors. There will be no alcohol at this event.

Due to the size of the event two (2) police officers will need to be assigned to assist with crowd control and traffic, one (1) transit driver has been requested to provide shuttle service the day of the event and four (4) Public Services workers will be needed to set up and break down for the event and assist during it.

The cost of covering the salaried town employees is projected at \$3,500.±

Funding Source(s):

TBD for this request.

Town Council waived the fee for the rental of the Booker Building for the event (\$450).

Attachments: *(click item to open)*

Attachment. Bluegrass Festival

T&C PROMOTIONS PRESENTS

BLUEGRASS IN THE PARK 2022

SATURDAY, APRIL 23

11AM TO 10PM

ENGLISH PARK
206 PITTSYLVANIA AVE
ALTAVISTA, VA

****PROCEEDS TO BENEFIT CHILDRENS MIRACLE NETWORK****



NO ALCOHOL OR COOLERS ALLOWED



WOUND TIGHT
11:00-12:15



FRANKLIN STATION
12:30-1:45



JUS' CAUZ
2:00-3:15



MOUNTAIN HIGHWAY
3:30-4:45



NICK CHANDLER & DELIVERED
5:00-6:15



NEW STANDARD BLUEGRASS
6:30-7:45



WILLIAMSON BRANCH
8:00-9:15

Tickets \$35 in advance - \$40 day of festival
Children ages 5 and under - FREE
BUY ONLINE at www.lynchburgtickets.com
PAY BY CHECK - Mail to T&C Promotions,
P.O. Box 373, Appomattox, VA 24522



Appomattox Moose
Lodge 975



Agent Rick Mann
Appomattox, VA





TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 8.C

NEW BUSINESS

Title: Information Regarding Community Events and Business

Staff Resource: Gary Shanaberger, Town Manager

Action(s):

Per Town Council's consideration.

Explanation:

Altavista Citizen and Community Leader Dale Moore to address Town Council with information pertaining to local events and business.

Background:

Funding Source(s):

Attachments: *(click item to open)*



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 10.A

REPORTS AND COMMUNICATIONS

Title: Utility Reports

Staff Resource: Tom Fore, Public Services Director

Action(s):

Explanation:

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment 1. Aeration Project 3-1-22.pdf

Attachment 2. Filter Upgrade Project 3-1-22.pdf

Attachment 3. Lynch Creek Sewer Status Update 3-1-22.doc

Attachment 4. McMinnis WL Project 3-1-22.doc

Attachment 5. Melinda HPZ Project 3-1-22.pdf

Attachment 6. Springs SCADA Project 3-1-2022.pdf

Attachment 7. VDEM Generator Project 3-1-22.pdf

Attachment 8. WWTP Electrical Upgrade 3-1-22.pdf

Attachment 9. February 2022 Monthly Report for Council Members 2z.pdf

Attachment 10. February 2022 Monthly Report for Council Members 1z.pdf

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
1 March 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
1 March 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 #2 and requested Contractor revise prior to processing. Contractor notes additional delays in material acquisition (valves and panel components).
Anticipated work over the next two weeks: Progress meeting anticipated in mid to late March

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: \$23,750
Balance to Finish plus retainage: \$701,555

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



Date: March 1, 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. Project contracts and documents have been assembled with bonds and insurance information. Mendon Pipeline has signed them and they are ready for the Town to execute.

Anticipated Work Over the Next two Weeks

1. Mendon Pipeline has indicated they may have an early supply of materials that will allow them to start the project prior to the contract date of August 1, 2022 for start. We will hear from them in the next couple of weeks on that matter.

Outstanding Issues

1. None at this time.

Construction Document Schedule Update

1. Not applicable at this time

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:	\$3,000
7. Construction Administration	Contract:	\$18,900	JTD:	\$0

Submitted by:

Bif Johnson, PE
Project Manager

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



Date: March 1, 2022

This memo is a status report of Hurt & Proffitt Team's efforts for the McMinnis Water Project

Completed Work Over the Last Week

1. All construction is complete and the final punch list walk through was done.

Anticipated Work Over the Next two Weeks

1. Minor areas of the project will need to be reseeded once warmer weather comes to the area.
2. Final pay request has been processed.

Outstanding Issues

1. None

Engineer Budget Summary

1. Spring Site Survey	Contract:	\$1,750	JTD:	\$1,750
2. Bedford Tank Site Survey	Contract:	\$1,750	JTD:	\$1,750
3. Water Line Route Survey	Contract:	\$18,000	JTD:	\$18,000
4. Water Line Design	Contract:	\$51,250	JTD:	\$51,250
5. Railroad Permit Coordination	Contract:	\$3,630	JTD:	\$3,630
6. Bid Assistance	Contract:	\$4,460	JTD:	\$4,460
7. Construction Administration	Contract:	\$24,100	JTD:	\$24,100
8. Inspection	Contract:	\$47,460	JTD:	\$47,460
9. Easement Plats (4 to date)			JTD:	\$2,400

Construction Budget Summary

1. Construction	Contract:	\$1,566,030	JTD:	\$1,437,310*
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* This was a unit price construction contract. The balance between the total contract amount and JTD amount is the difference between estimated quantities and actual quantities, mainly in rock excavation and unsuitable soils.

Submitted by:

Bif Johnson, 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)

March 1, 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. Work on Dominion Power service drop.

Anticipated Work Over the Next 2 Weeks

1. Contractor to continue work on the job site.
2. Contractor to pour concrete foundation & slab for pump station.

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	\$43,906.50
3.	Construction Contract	\$1,226,972.71
	JTD	\$539,162.16

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. Contractor worried about schedule due to product and material lead times.
2. Progress Meeting #4 scheduled for 4/12/22 at 10:00 AM.

Submitted by:

Ryan P. Kincer, P.E.

FIRM NAME

Project Manager

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
1 March 2022

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

Recent Activities: Meeting held with Town staff on August 10th to review preliminary SCADA contract documents. 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
1 March 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: Contractor will provide a price to replace degraded panels at McMinnis and Reynolds Springs.

Anticipated work over the next two weeks: Complete remaining minor work prior to delivery of generators. Punchlist walkthrough scheduled for 2 March. Discussion of latest payment request on 2 March.

Upcoming Tasks: Waiting for generator delivery to pull wire.

Outstanding Issues: Owner contacted the generator supplier and generator lead time is now anticipated for delivery in mid March 2022.

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: \$37,691

Balance to Complete: \$5909

Town Input Required:

Issues Town Should Be Aware Of: Generator lead time is now anticipated for delivery in mid March 2022.

Construction Contract Price: \$498,500 + (\$12,000) (Change Orders)

Current Paid: \$392,116

Balance to Finish plus retainage: \$91,437

Town of Altavista Projects
Status Report - Peed & Bortz, LLC
1 March 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 5 January. Contractor has started interior work in the buildings. All exterior manholes and primary conduit mains have been installed. Coordination with Eaton regarding testing for new generator and switchgear.

Anticipated work over the next two weeks: Coordinate with Dominion for new service feed and generator hookup/startup. Progress meeting scheduled for 2 March.

Upcoming Tasks: Continue work.

Outstanding Issues:

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

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

Projected Completion: November 2022

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

Invoiced To Date: \$241,875

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

Town Input Required:

Issues Town Should Be Aware Of: Contractor has notified the Engineer & Owner of delays with receiving the MCCs due to the current shipping issues off the west coast. The exact delay cannot be determined at this time but Contractor will update all when able to determine.

Construction Contract Price: \$3,952,000 + \$6900.57 (Change Orders)

Current Paid: \$2,021,549

Balance to Finish plus retainage: \$1,918,820

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

Printed 2-Mar-22

Customer Class		March-21	April-21	May-21	June-21	July-21	August	September-21	October-21	November-21	December-21	January-22	February-22	Average
WATER	Residential Base-IT	15	1,325	24	14	1,280	8	10	1,348	3	19	1,318	9	448
	Commercial Base-IT	41	203	43	44	155	43	43	203	43	44	187	45	91
	Residential Base-OT	1	150	1	-	135	4	2	2	-	-	-	-	30
	Commercial Base-OT	1	1	1	1	1	1	1	1	1	1	1	1	1
	Municipal	31	31	31	31	31	30	31	31	31	31	31	31	31
	Dormant Accounts													-
	Industrial	5	5	5	5	5	5	5	5	5	5	5	5	5
	TOTAL	94	1,715	105	95	1,607	91	92	1,590	83	100	1,542	91	605
														Total
	Residential Use-IT	641	17,405,106	93,430	208,060	11,526,297	53,460	40,240	15,304,832	3,050	118,530	14,745,412	20,990	59,520,048
	Commercial Use-IT	2,025,130	5,058,347	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	43,890,520
	Residential Use-OT	210	1,620,100	420	-	1,622,205	45,400	17,160	17,160	-	-	-	-	3,322,655
	Commercial Use-OT	2,249,800	2,413,100	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	30,367,200
	Municipal	249,740	331,000	282,460	439,730	651,040	560,420	685,930	576,600	430,420	485,540	252,200	317,880	5,262,960
	Industrial	36,026,041	51,967,769	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	537,991,795
	TOTAL WATER SOLD	40,551,562	78,795,422	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	680,355,178
	NET DELIVERED	69,688,792	80,444,031	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	5,344,169	697,926,391
	FRACTION BILLED	58%	98%	111%	114%	115%	72%	40%	111%	93%	83%	119%	885%	97%
	Total (TOA,sold,hydmts, Leaks)	580,100	102,600	465,200	211,000	62,000	103,550	49,670	42,800	47,800	297,400	127,423	25,100	2,114,643
														Total
	Residential Base & Use-IT	92,730	58,465	886	953	61,884	359	392	68,403	100	802	62,917	321	348,212
	Commercial Base & Use-IT	7,408	13,786	4,516	24,057	18,017	9,955	11,248	26,738	9,552	9,122	19,514	9,926	163,840
	Residential Base & Use-OT	47	12,234	47	-	11,826	349	161	161	-	-	-	-	24,824
	Commercial Base & Use-OT	9,454	10,129	9,389	11,078	10,283	10,931	11,544	10,691	11,105	11,491	12,153	11,148	129,395
	Municipal	-	-	-	-	-	-	-	-	-	-	-	-	-
	Industrial	986,340	141,646	169,954	116,100	124,043	105,868	55,844	121,128	168,364	108,847	128,939	125,425	2,352,498
	TOTAL	1,095,979	236,259	184,792	152,188	226,054	127,462	79,189	227,120	189,121	130,262	223,523	146,820	3,018,769

SEWER	Residential Base-IT	15	1,153	18	14	1,130	7	7	1,181	3	18	1,155	5	392
	Commercial Base-IT	39	145	42	20	121	32	41	185	42	43	150	43	75
	Commercial Base-OT	6	6	6	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	72	1,316	78	53	1,270	58	67	1,385	64	80	1,324	67	478
														Total
	Residential Use-IT	78,983	10,052,327	62,146	177,144	9,083,613	31,528	26,902	8,868,726	2,710	88,689	9,334,889	9,183	37,816,838
	Commercial Use-IT	1,411,387	3,560,837	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	26,206,691
	Commercial Use-OT	183,296	274,736	305,636	293,944	260,328	247,744	265,236	81,500	253,596	266,444	205,521	174,992	2,812,973
	Municipal	84,600	128,890	90,160	242,740	127,300	116,460	101,070	215,810	103,660	92,690	157,333	94,850	473,026,667
	Industrial	37,140,000	43,210,000	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	539,863,170
	TOTAL SEWER BILLED	38,898,266	57,226,789	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	675,207,100
	WWTP EFFLUENT	67,390,000	59,270,000	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	80%
	FRACTION BILLED	58%	97%	73%	65%	94%	59%	71%	97%	95%	76%	103%	82%	
														Total
	Residential Base & Use-IT	299	34,333	249	644	31,791	119	116	38,787	17	337	34,970	57	11,810
	Commercial Base & Use-IT	4,515	12,028	5,252	6,141	5,154	13,130	6,659	14,001	5,427	5,092	13,053	5,470	7,993
	Commercial Base & Use-OT	1,761	1,175	1,283	1,192	2,638	1,337	1,530	666	1,501	1,172	1,493	991	1,395
	Municipal	-	-	-	-	-	-	-	-	-	-	-	-	-
	Industrial	127,220	147,858	134,470	125,723	138,244	112,564	23,780	151,646	160,955	123,148	145,916	147,893	1,539,416
	TOTAL	133,795	195,393	141,254	133,701	177,827	127,150	32,084	205,100	167,900	129,749	195,432	154,411	1,560,615

CURBSIDE	Curbside-IT STOPS													Average
	Curbside - Brush	184	295	203	208	244	167	134	127	85	72	43	67	155
	Curbside- BULK	190	168	147	140	104	131	113	87	102	75	63	46	85
	TOTAL	374	463	350	348	348	298	247	214	187	147	106	113	240
														Total
	Curbside-IT	107	99	92	109	98	94	113	87	85	110	84	83	1,096
	Curbside-BULK	24	19	17	24	18	20	11	10	13	9	6	6	153
	TOTAL	131	118	109	133	116	114	124	525	472	413	302	315	1,24

Monthly Staff Report Water Plant

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

Operation and Production Summary

The Actual water production line (filtering of water) for the entire month averaged 15.21 Hours per day which yielded approximately 38,545,691 gallons of water per day.

Rain	3.27	YTD Rain	45.2	Snow	0	YTD Snow	0	was measured at the water treatment plant.		
Average Hours per day (week days)					16.8	hrs				
Average Hours per day (weekends)					11.20	hrs				
Average produced (week days)					1,876,116	gallons per day				
Average produced (weekends)					1,023,375	gallons per day				
Total Raw Water Pumped:					41.52	million gallons				
Total Drinking Water Produced:					38.55	million gallons				
Average Daily Production: (drinking)					1,347,855	gallons per day				
Average percent of Production Capacity:					44.93	%				
Plant Process Water:					2,969,309	(finished water used by the plant)				
Bulk Water Sold @ WTP:					6,300	gallons				
Flushing of Hydrants/Tanks/FD use/Town Use					18,800	gallons				
McMinnis Spring										
Total Water Pumped:					7.202	million gallons	average hours per day	14		
Average Daily Produced:					266,741	gallons per day	Rain at MC	3.18	YTD Rain	44.75
Reynolds Spring							snow	0		5
Total Water Pumped:					8.478	million gallons	average hours per day	19	Total Precip	49.75
Average Daily Produced:					326,076	gallons per day	Rain at RE	2.75	YTD Rain	38.74
Purchased Water from CCUSA					0	gallons	snow	0		5
Sold to Hurt					2,312,500	gallons			Total Precip	43.74
Industrial Use					35,652,512	gallons				
							Water lost due to leaks	None Captured		

Comments: Water Plant Activities & CIP Projects:

Monthly Compliance Reports Completed
 VDH samples completed for compliance
 Melinda High Pressure Zone-Had another progress meeting on the 8th, awaiting pump station building and pumps
 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 - Notice to proceed scheduled for January 5th awaiting submittals for valves and valve actuators.
 McMinnis water line project completed and new line was placed in service on 11-18-21(punch list is being completed) Doing final closeout
 The Source Water Protection Local Advisory Committee meeting was rescheduled for April 2022
 Generator project, Delivery of Bedford Generator date schedule for 3-8-22 other 3 were pushed until 3-14-22 waiting on a component.
 Town of Hurt DBP improvement project. (This will remove withdrawal from out clear well to the system) continues.
 Hypo delivery system atop all filters are being designed as a part of the Hurt DBP project (Hurt paying for system)
 Replace SCADA computers and SCADA Improvements / SCADA replacement to coincide with Filter project SCADA Vendor came and completed Scope on project on Feb 7
 Clarion Road water line, project has begun installation of piping
 2021 CCR Report resent to VDH for approval February 23
 Inspection completed on elevator Feb 21st

Utilities Distribution and Collection

# of Service Connections	1	Addresses:	207 Valleyview Drive	
# of Service Taps	0	Addresses:		
# of Meters Read	103	Monthly	Rereads	4
	0	Quarterly		
# of Meters Cut Off For Non-Payment	69			
# of Meters Tested	0			
# of Loads of Sludge to Landfill	18.00			
	154.2	Tons		
# of Location Marks made for Miss Utility	37			
# of Meters Replaced	0			
# of Water Lines Repaired	0		# of Sewer Lines Unstopped	6
Locations:			Locations:	
			1306 5th Street	
			804 Main Street	
			633 Riverview Drive	
			1010 Park Street	
# Air Relief Valves Inspected	0		1108 & 1110 3rd Street	
# 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	110'	Sewer Main Cleaned		0
Sewer (Root Cutting) Main	0	Sewer Main Cleaned Manholes		0
Sewer (Root Cutting)Main Manholes	0	Sewer Service Cleaned		20'
Sewer Video Footage	0	Sewer Service Video		0
Sewer Video Manholes	0	Sewer (Root Cutting) Service		20'
Duke Root Control (Contractor)	0	Sewer Right of Way Clearing Footage		0
Water Turn On and Offs	21	Sewer Manholes Inspected		0
Water Right of Way Clearing Footage	0	Sewer Installed Clean Out		0
Water Meter Box Replacement	2			
# Of Hydrants Flushed	0			
# of Hydrant Valves Exercised	0			

Other Utilities Distribution and Collection Activities & CIP Projects:

PRV Replacement - Town of Hurt

DEPARTMENT: Wasterwater Plant
MONTH: February-22

Average Daily Flow	1.79	MGD
TSS Reduction	94	%
BOD Reduction	95	%
VPDES Violations	0	
Sludge (Regional Land Fill)	168	tons
Rain Total	2.99	Inches
	Snow Total	Inches

Other Wastewater Activities and CIP Projects:

Month: January

Week: January 31st, 2022

Month: February

Week: February 7th, 2022

- Continue Sanitizing procedures for commonly used areas
- Reviewed and submitted timesheets
- Clarifier #3 offline for repair
- 1# clarifier repaired and online
- Received diamond paper shipment
- Submitted Monthly rain data to National Weather Service
- Ordered Press cloths
- Submitted Annual PMP update to DEQ 2-2-22
- Submitted Monthly Septic tank billing
- UV system Checks
- Entered Lab data
- Normal Plant Operations

- Continue Sanitizing procedures for commonly used areas
- Clarifier #3 offline for repair
- Monthly DMR submitted to DEQ
- Industrial Billing submitted
- Submitted Monthly Auto rain data to National Weather Service
- Polymer shipment received 2-9-22
- Credit card statement submitted
- Safety sheets posted on Company folder
- UV system Checks
- Entered Lab data
- Normal Plant Operations

Month: February

Week: February 14th, 2022

Month: February

Week: February 21st, 2022

- Continue Sanitizing procedures for commonly used areas
- Clarifier #3 offline for repair
- Reviewed and submitted timesheets
- Unstopped telescope valve on #2 clarifier with help on Vac truck
- UV system Checks
- Entered Lab data
- Normal Plant Operations

- Continue Sanitizing procedures for commonly used areas
- Clarifier #3 offline for repair
- Serviced UV system Bank B
- Interviewed candidate for open Maintenance position
- Repaired Air line for Press system bypass valve
- UV system Checks
- Entered Lab data
- Normal Plant Operations

3 Clarifier malfunctioned on January 31st staff working to finish repair on clarifier # 1 to continue to resolve the problem with Clarifier # 3



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 10.B

REPORTS AND COMMUNICATIONS

Title: Public Services Monthly Reports

Staff Resource: Teri Anderson

Action(s):

For Review

Explanation:

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment 1. BUILDINGS AND GROUNDS MONTHLY REPORT FEBRUARY 2022.docx

Attachment 2. STREET DEPARTMENT MONTHLY REPORT- FEBRUARY 2022.docx

Attachment 3. FLEET MAINTENANCE DEPARTMENT-FEBRUARY 2022.docx

Attachment 4. Frazier Road Project 3 -1-22.docx

BUILDINGS AND GROUNDS

MARCH 2, 2022

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

Vacation / Comp. Time Used / Sick Leave Taken		4.50
Meetings / Data Entry / Work Planning / Training		77
# Of Call Duty Hours		6.50
# Of Assisting other Crews		11.25
Holiday		0
Green Hill Cemetery		
DESCRIPTION	Month Totals	Labor Hours
# Of Burials	1	48
# Of Cremations	2	
Cemetery Grounds Maintenance		43.75
Meetings with Families		0
Lay off Graves and Stones		0
Maintain Cemetery Records		0
Solid Waste Collection		
DESCRIPTION	Month Totals	Labor Hours
Residential Garbage Collected (Tonnage)	83.39	87
Residential Garbage Collected (Tonnage) Town of Hurt	34.95	32
# Of Curbside Brush Collected (Stops)	67	33.75
Loads of Brush Collected	4	
# Of Curbside Bulk Collected (Stops)	46	18.25
Bulk Collection (Tonnage)	5.64	
# Of Tires Collected	0	0
# Of Residential Garbage Citations Issued	0	0
Seasonal-Snow Event		4
Parks/Buildings		
DESCRIPTION	Month Totals	Labor Hours
Landscaping Buildings, Watering Flowers		22.50
# Of Building Maintenance Hours		100.50
# Of Park Cleaning		110.25
# Of Parks Ground Maintenance Hours / Jenks Trail Tree Removal		133.75
# Of Acres Mowed by Town	0	0
# Of Acres Mowed by Contractors ****	0	0
Special Projects / Special Event		0
# Of Vehicle Maintenance Hours		35.75
# Of Dalton's Landing Site		14.75
*** HOURS NOT ADDED		

Total Labors Hours for the Month	783.50
---	---------------

STREET DEPARTMENT MONTHLY REPORT

DATE: MARCH 2, 2022

TO: TOWN MANAGER
FROM: CHUCK NEWMAN, STREETS SUPERVISOR

MONTH: FEBRUARY 2022

DESCRIPTION	Labor Hours
Vacation / Comp. Time Taken / Sick Leave Taken	51
Holiday	0
Safety Meetings/Data Entry/ Planning Schedule	61.25
Weekend Truck (2.16 Tons)	9.50
Street Sweeping (Miles Swept Main St. and Bedford Ave. 10 / Town Wide 17)	7.75
Litter Control (Bags Collected 40)	39.25
Assisting Other Crews	62.75
Town Wide Mowing (0 Miles)	0
Contractor Mowing (0 Miles)	0
Signage	4
Installing Driveway Pipe	20
Ditch & Drainage Pipe Maintenance	44
Weed Control (Gallons Sprayed 0)	0
Street Lighting	0
Dead Animal Removal/Buzzard Control	.50
Decorative Street Light	51.50
Equipment Maintenance	7
Traffic Control	0
Trees/ Trimming/ Removal	6
Shop Yard Maintenance (Landfill Debris 41.36 Tons)	224.75
Call Duty	3
Shoulder Stone Maintenance (Stone Tonnage 3.38 Tons)	3.50
Snow Events-Salt Tonnage (.68 Tons)	24.75
Special Projects / Special Events / Seasonal	0
Total Labor Hours for the Month	620.50

FLEET MAINTENANCE DEPARTMENT

DATE: MARCH 2, 2022

TO: TOWN MANAGER
FROM: TERRY LAMBERT, FLEET SUPERVISOR

MONTH: FEBRUARY 2022

DESCRIPTION	Labor Hours
Vacation / Comp. Time Used	0
Safety Meetings	0
Holiday	0
Daily/ Weekly/ Planning & Scheduling	33
Sick Leave Used	12
CIP / Budgeting / Calling Vendors	30
Preventive Maintenance	12.50
General Repair's	36.50
Troubleshoot and Diagnostic	24
Assisting Other Crew	0
Tire Changes & Repairs	0
Picking Up & Delivery	8.50
Building & Grounds	0
DMV/Titling	0
Inspections	3.50
Total Labor Hours for the Month	160

Town of Altavista Projects

Status Report - Peed & Bortz, LLC

1 March 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: Miss Utility ticket cleared for identification of existing area utilities. Engineer field verified located utilities and survey of existing grading features on 29 September. Met w/ Moore's Electric to clarify that all work within the ROW will be performed under Town contract or by Town staff.

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
TOWN COUNCIL
REGULAR MEETING
March 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 10.C

REPORTS AND COMMUNICATIONS

Title: Departmental Reports - Finance

Staff Resource: Tobie Shelton, Director of Finance and Communication

Action(s):

Explanation:

Background:

Funding Source(s):

Attachments: *(click item to open)*

Attachment 1. Meals Tax Report

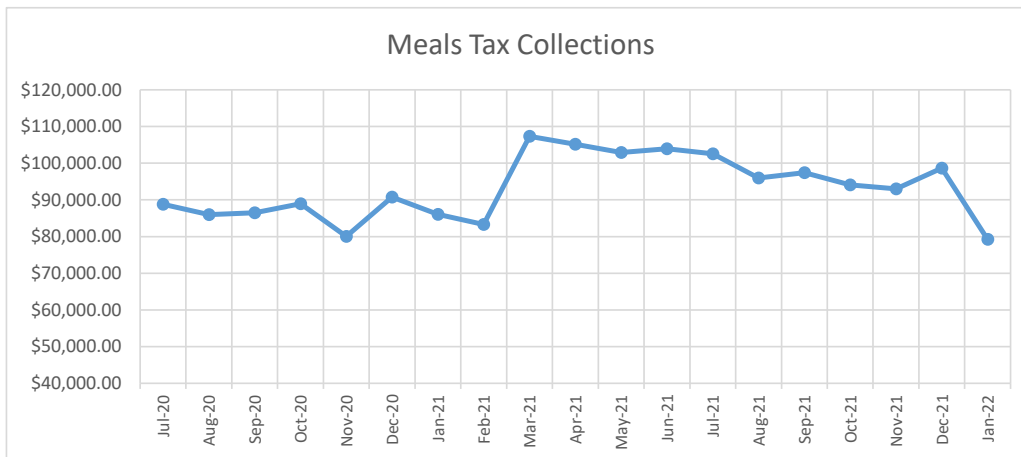
Attachment 2. Sales Tax Report

Attachment 3. Lodging Tax Report

Attachment 4. Cigarette Tax Report

TOWN OF ALTAVISTA MEAL TAX COLLECTIONS

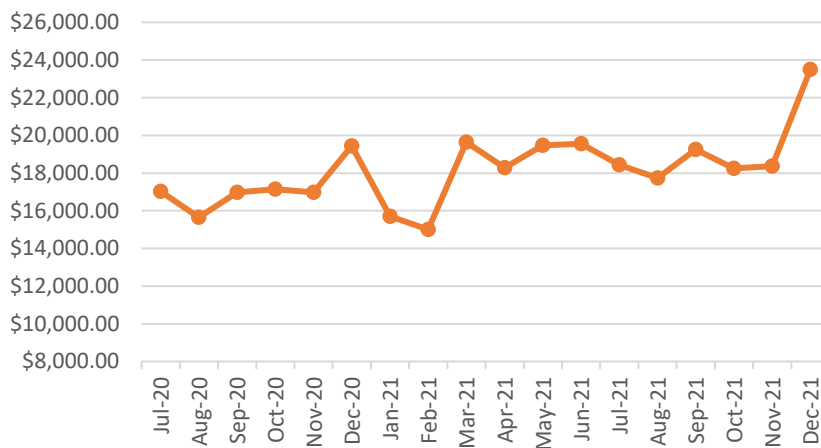
Jul-20	\$88,787.18	PREVIOUS YTD TOTAL (FY)	
Aug-20	\$85,975.65		
Sep-20	\$86,501.21	FY2018	\$936,848.19
Oct-20	\$88,976.04	FY2019	\$986,050.18
Nov-20	\$80,071.01	FY2020	\$971,639.35
Dec-20	\$90,778.92	FY2021	\$1,109,805.71
Jan-21	\$86,017.01	MTD TOTAL (FY)	
Feb-21	\$83,318.92	FY2021	\$607,107.02
Mar-21	\$107,320.09	FY2022	\$660,904.50
Apr-21	\$105,170.66	+/-	\$53,797.48
May-21	\$102,956.82	Budgeted:	
Jun-21	\$103,932.20	\$990,000	
Jul-21	\$102,571.33	+/-	-\$329,095.50
Aug-21	\$96,006.80	% of Budget	66.76%
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		



**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	\$103,216
Feb-21	\$15,004	FY2021	\$115,538
Mar-21	\$19,642	+/-	\$6,466
Apr-21	\$18,276	Budgeted:	\$180,000
May-21	\$19,461	+/-	-\$156,502
Jun-21	\$19,547	% of Budget	13.05%
Jul-21	\$18,437		
Aug-21	\$17,735		
Sep-21	\$19,246		
Oct-21	\$18,249		
Nov-21	\$18,373		
Dec-21	\$23,498		

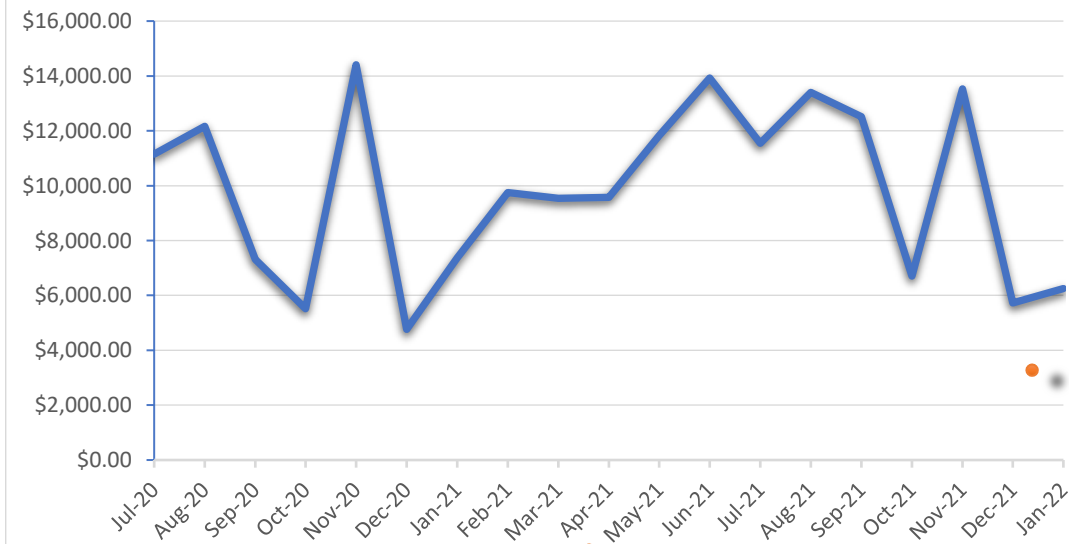
Local Sales Tax (Monthly FY21 & FY22)



Town of Altavista Lodging (Occupancy) Tax

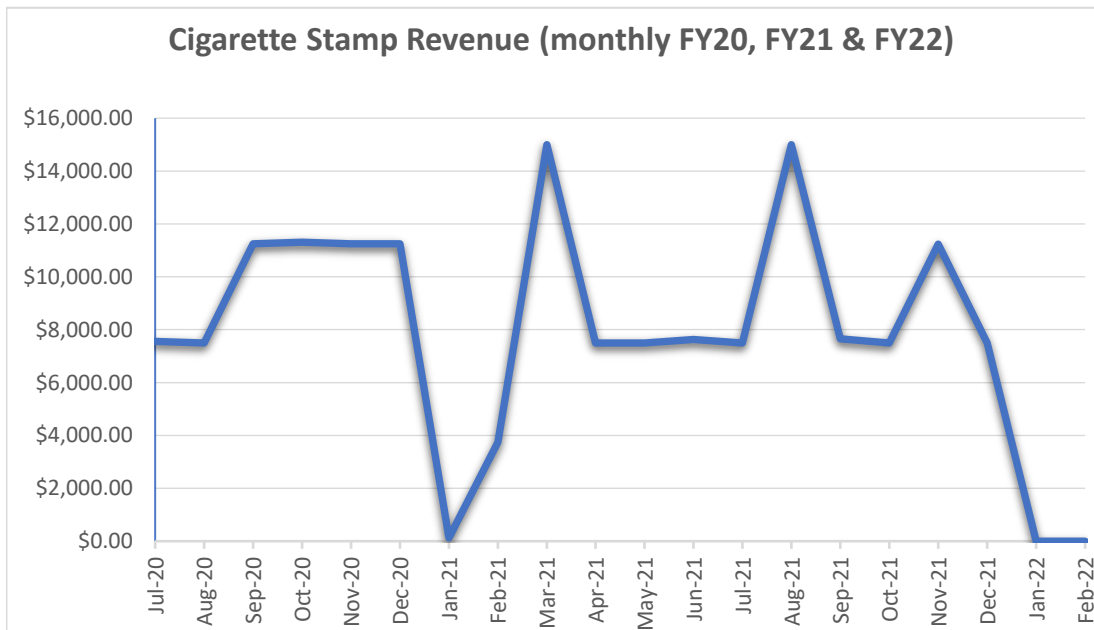
Jul-20	\$11,145		
Aug-20	\$12,167		
Sep-20	\$7,314		
Oct-20	\$5,513	FY2021	FISCAL YEAR TOTAL \$117,290
Nov-20	\$14,408		
Dec-20	\$4,763		
Jan-21	\$7,368	FY2021	MTD TOTAL (FY) \$62,678
Feb-21	\$9,745	FY2022	\$69,662
Mar-21	\$9,543	+/-	\$6,984
Apr-21	\$9,575		
May-21	\$11,827	Budgeted:	\$80,000
Jun-21	\$13,922	+/-	-\$10,338
Jul-21	\$11,550	%/Budget:	87.08%
Aug-21	\$13,399		
Sep-21	\$12,518		
Oct-21	\$6,700		
Nov-21	\$13,525		
Dec-21	\$5,722		
Jan-22	\$6,248		

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



Town of Altavista Local Cigarette Tax

Jul-20	\$7,556		FISCAL YEAR	
Aug-20	\$7,500		TOTAL	
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		MTD TOTAL (FY)	
Mar-21	\$15,000	FY2021		\$63,987
Apr-21	\$7,500	FY2022		\$56,385
May-21	\$7,500	+/-		-\$7,602
Jun-21	\$7,625			
Jul-21	\$7,500	Budgeted:		\$130,000
Aug-21	\$15,000	+/-		-\$73,615
Sep-21	\$7,650	%/Budget:		43.37%
Oct-21	\$7,500			
Nov-21	\$11,235			
Dec-21	\$7,500			
Jan-22	\$0			
Feb-22	\$0			





TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 10.D

REPORTS AND COMMUNICATIONS

Title: Police Department Monthly Report

Staff Resource: Chief Merricks

Action(s):

For Information

Explanation:

Monthly activity report for Police Department; and Patrol on 29 Report.

Background:

Monthly Report

Funding Source(s):

N / A

Attachments: *(click item to open)*

Attachment 1. APD PATROL ON RT 29-FEBRUARY 2022

Attachment 2. APD Monthly Report-February 2022

ALTAVISTA POLICE DEPARTMENT

PATROL-RT 29 FEBRUARY 2022	LOCATION	TIMES	OFFICER	TYPE OF CALL
3-Feb	Rt 29	2139-	Earhart	Traffic Stop
7-Feb	Rt 29/Bedford Ave	1907-2007	Pugh	Disabled Vehicle
8-Feb	Rt 29/Clarion Rd	0856-0859	Anthony	Traffic Stop
8-Feb	Rt 29/Bedford Ave	1859-	Earhart	Disabled Vehicle
8-Feb	Rt 29/Clarion Rd	2211-2225	Pugh	Traffic Stop
11-Feb	Rt 29/Fox Rd	2214-2335	Pugh	MVC
11-Feb	Rt 29/Fox Rd	2214-2335	Earhart	MVC
12-Feb	Rt 29	0027-0032	Pugh	Traffic Stop
12-Feb	Rt 29	0027-	Earhart	Traffic Stop
12-Feb	Rt 29	1304-1321	Anthony	Road Hazard
16-Feb	Rt 29/Main St	0125-0128	Pugh	Traffic Stop
16-Feb	Rt 29	0125-	Earhart	Traffic Stop
17-Feb	Rt 29	2047-	Earhart	Traffic Stop
17-Feb	Rt 29	2204-	Earhart	Traffic Stop
17-Feb	Rt 29	2047-2056	Pugh	Traffic Stop
17-Feb	Rt 29	2204-2223	Pugh	Traffic Stop
21-Feb	Rt 29	2258-2302	Pugh	BOL
21-Feb	Rt 29	2255-	Earhart	BOL
26-Feb	Rt 29	2046	Earhart	Traffic Stop
26-Feb	Rt 29	2046-2052	Pugh	Traffic Stop

2022 ALTAVISTA POLICE DEPT MONTHLY REPORT

	January	February	Year to Date
Criminal Arrests "Felony"	7	0	7
Criminal Arrests "Misdemeandor"	23	15	38
Warrant Executed	20	10	30
Uniform Traffic Summons Issued	30	33	63
# Traffic Stops	70	115	185
BOLO'S (Be on Look Out)	4	5	9
DUI	0	1	1
IBR	22	28	50
MVA	6	14	20
Assist Motorist	14	4	18
Calls for Service	326	382	708
Alarm Responses	37	14	51
ECO/TDO	0	0	0
ECO/ TDO HOURS	0	0	0
Court Hours	2	13	15
Citizen Contacts	1,323	863	2,186
Businesses, Residences Check "Foot Patrols"	147	92	239
Follow Ups	24	5	29



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 10.E

REPORTS AND COMMUNICATIONS

Title: Community Development Monthly Report

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

Action(s):

Accept report

Explanation:

Background:

Funding Source(s):

Attachments: *(click item to open)*

[*CD February 2022 Monthly Report.docx*](#)



MEMORANDUM

To: Gary Shanaberger, Town Manager

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

Date: March 3, 2022

Re: February 2022 Community Development Report

Permits

Seven (7) Permits issued during the month of February:

Home Occupations:

New Business: 3 – stylist at Perfect Canvas Salon

Signs: 1

Accessory Structures:

New Homes or Additions: 0

Special Event Permits: 2 – Chamber of Commerce TGIF & Backwoods Rod & Custom Cruise In

Plats: 1

Violations

Four (4) new violations were reported in February, one nuisance violation was abated. Staff is working on five (5) active violations.

Planning Commission:

The Planning Commission held their organizational meeting on February 7, 2022, and re-elected John Jordan as Chair and Marie Mitchell as Vice-Chair.

The Planning Commission received a summary of their SOAR Analysis as part of the Comprehensive Plan update.

Town Council appointed Meghan T. Bolling to the Planning Commission to fill the unexpired term of Jennifer Morton who moved to Pittsylvania County.

Board of Zoning Appeals:

The Board of Zoning Appeals did not meet in February. They are expected to hold their organizational meeting in March after the two (2) vacant seats have been filled.

Recreation Committee:

The Recreation Committee held their organizational meeting in February and re-elected Sarah Mattox Roach as Chair and Victoria Mattox as Vice-Chair.

The Recreation Committee reviewed the Capital Improvement projects for FY2023 and recommended moving the inner loop trail to FY2027.

At the meeting the Recreation Committee requested that staff put forward a budget funding request to Town Council for \$50,000 to be spent on projects at their discretion throughout the year.

Altavista On Track:

The Community Development Director is assisting the Promotions Committee with planning 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.

AOT voted to cancel the Birdies for Business golf tournament at London Downes scheduled for April.

AOT voted to cancel their contract with the Publix software and return to the use of a CPA.

AOT made the first utility payment for Perfect Canvas Salon at 613 Broad Street under its Downtown Business Investment Grant.

AOT and the Chamber of Commerce held a ribbon cutting for M&M Cleaners at 810 Main Street on February 15, 2022.

Staff Projects/Meetings:

Renovations for the Spark Innovation Center are ongoing by Piney Ridge Contracting. Due to supply chain issues the town has authorized a six-week extension. The expected substantial completion date is June 1, 2022. Temporary office doors will need to be installed as the doors ordered for the project will not be delivered until August. At the direction of Town Council staff will begin ordering furniture and equipment to be stored by Public Services.

The town advertised for the Main Street Coordinator position and began receiving applications. The first review of applications will occur on March 7, 2022.

Staff continues to work on programming for the Spark Innovation Center. Lunch and Learn and informational sessions are being posted to social media in hopes of engaging potential users. Staff continues to work on program for the center, as well as selecting furniture and fixtures. Some of the items purchases with CARES funding will not be

needed until the second floor has been renovated. Other changes have been made based on long lead times due to supply-chain issues.

At the request of the Recreation Committee, Community Development and Public Services worked with Hurt & Proffitt on a striping plan for the repaved lot at English Park near the boat ramp.

Staff began 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 Town Manager and Community Development Director met with representatives of ESA Solar to discuss a proposed solar farm in Altavista. Currently the use is not permitted by the Zoning Ordinance.

The Community Development Director met with the Virginia Department of Housing and Community Development (DHCD) on revision to its ARS program.

The Altavista Economic Development Authority voted to recommend funding for Kaitlin Smith, Perfect Canvas Salon, at 613 Broad Street under the Altavista Advantage loan program. The Community Development Director has been working with USDA and Ms. Smith on the next steps to secure those funds and expect to receive a response on March 11, 2022. M. Smith has requested \$10,000 in order to purchase equipment for the salon.

The Community Development Director and the Central Virginia Planning District Commission (CVPDC) continue to work on updates to the Comprehensive Plan.

The Community Development Director is continuing to work as the Acting Main Street Coordinator until that position is filled.

Community Development assisted Public Services with the shoreline stabilization project at English Park by explaining the necessary environmental permits required and permitting process with the US Army Corp of Engineers.

The Community Development Director was informed that the barbershop at the corner of Main and Broad Streets had been shuttered. Since this was a recipient of the AOT DBIG, staff has reached out to the owner but has not been able to reach him.

The Community Development Director met with Habitat for Humanity to discuss their projects for 2022.



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 10.F

REPORTS AND COMMUNICATIONS

Title: Town Council Monthly Agenda Calendars

Staff Resource: Crystal Hailey, Assistant Town Clerk

Action(s):

Informational

Explanation:

March and April 2022 Town Council Agenda Calendars

Background:

Town Council's monthly agenda calendars pertaining to their scheduled meetings and the meeting dates for other town committees.

Funding Source(s):

N / A

Attachments: *(click item to open)*

[*Attachment 1. Council Calendar - March 2022*](#)

[*Attachment 2. Council Calendar - April 2022*](#)

MARCH 2022

Sunday	Monday	Tuesday	Weds.	Thursday	Friday	Saturday
		1	2	3	4	5
6	7 Planning Commission 5pm	8 <u>Town Council</u> Meeting 6pm	9	10 AOT Meeting 5:15pm	11	12
13 Daylight Savings-time Begins	14	15 Recreation Meeting 5:30pm	16	17 St. Patrick's Day	18	19
20 1st Day of <u>SPRING</u>	21	22 <u>Work Session</u> 5pm Draft CIP Discussion	23 <i>*extra work session if needed</i>	24	25	26
27	28		NOTE: March 22nd AEDA Meeting 8:15am			

APRIL 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 <u>Planning Commission</u> 5pm	5	6	7	8	9
10	11	12 <u>Town Council Meeting</u> 6pm	13	14 AOT Meeting 5:30pm	15	16
17 EASTER	18	19 Recreation Committee Mtg. 5:30pm	20	21	22 Earth Day	23 Bluegrass Festival at English Park
24	25	26 <u>Council Work Session</u> 5pm	27 *extra Work Session if needed	28	29	30
		<u>NOTES:</u> April 26th AEDA Mtg. 8:15am				

APRIL 2022



TOWN OF ALTAVISTA
TOWN COUNCIL
REGULAR MEETING
March 8, 2022
AGENDA COVER SHEET

AGENDA ITEM #: 12.A

TOWN COUNCIL CLOSED SESSION

Title: Town Council Closed Session, *Section 2.2-3711 (A)(1)*

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

Action(s):

Consider Approval of Appointment to the Altavista Parks & Recreation Committee.

Explanation:

Mrs. Sarah Roach is the current Chair for the Recreation Committee. Mrs. Roach's term expires at the end of March, 2022. Per Community Development Director Sharon Williams, Mrs. Roach has indicated that she would like to continue serving on the Recreation Committee for another term. Staff is seeking Council's consideration of the request.

Background:

Parks & Recreation Committee Members are appointed by the Town Mayor, currently serving is the Honorable Mayor Michael Mattox. The term for members of this committee is 3 years.

Funding Source(s):

N / A

Attachments: *(click item to open)*

Attachment. CLOSED SESSION 3.08.22.: Section 2.2-3711 (A)(1)

TOWN COUNCIL CLOSED SESSION

DATE: Tuesday, March 8th, 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)(1) Discussion and/or consideration 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.

A 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	_____		