



**Town of Altavista, Virginia  
Meeting Agenda Town Council  
Town Council Work Session**

**Tuesday, August 22, 2023  
5:00 PM - Council's Chambers  
510 Seventh Street  
Altavista, VA 24517**

**1. AGENDA ADOPTION**

**2. RECOGNITIONS AND PRESENTATIONS**

- 2.1 Awards of Recognition  
attachment. Award Recognitions - Tom Fore 5-year Teaching

**3. CITIZEN'S TIME&NBSP;**

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

**4. UNFINISHED BUSINESS**

- 4.1 Vista and Leggett - Feasibility Study  
4.2 Pittsylvania Ave. washout - Contractor Approval  
attachment 1. Pitts Ave Concrete Foundations quote

**5. NEW ITEMS FOR DISCUSSION**

- 5.1 FY2023 Budget Amendments / Departmental Transfers  
Attachment. Memo to Council: Final FY 2023 Budget Amendments and  
Departmental Transfers  
5.2 Annual Delinquent Tax Listing  
Attachment 1. Staff Memo  
Attachment 2. Annual Delinquent Tax Listing  
5.3 Altavista Police Department - Surplus Request  
5.4 Water and Wastewater Policy for Infrastructure Improvements  
attachment. Water and Wastewater Infrastructure Improvement Policy (002)

**6. UPDATES FROM STAFF**

**7. MATTERS FROM COUNCIL**

**8. CLOSED SESSION**

- 8.1 Altavista Town Council CLOSED Session  
attachment. CLOSED SESSION 8.22.23

**9. ADJOURNMENT**

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

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



TOWN OF ALTAVISTA  
TOWN COUNCIL WORK  
SESSION  
August 22, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 2.1

**RECOGNITIONS AND PRESENTATIONS**

**Title: Awards of Recognition**

**Staff Resource: Mike Mattox, Mayor of Altavista**

---

**Action(s):**

Informational Item

**Explanation:**

Certificate of Recognition to the Town of Altavista, by the Virginia Polytechnic Institute of State University and the Department of Environmental Quality, Operator Training Program: for its contribution made to improve wastewater treatment plant operations within the Commonwealth of Virginia, by sponsoring an instructor at the Annual Virginia Tech Wastewater Operator Short Schools, for the past five consecutive years.

Certificate of Recognition to Mr. Tom Fore, Altavista's Public Services Director, by the Virginia Polytechnic Institute of State University and the Department of Environmental Quality, Operator Training Program: for his significant contribution made to improve wastewater treatment plant operations within the Commonwealth of Virginia, through his participation as a presenter at the Annual Virginia Tech Wastewater Operator Short Schools, for five consecutive years.

**Background:**

**Funding Source(s):**

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

*attachment. Award Recognitions - Tom Fore 5-year Teaching*



# *Certificate of Recognition*

## *Town of Altavista*

*is awarded this certificate in recognition of the significant contribution made to  
improve wastewater treatment plant operations within the Commonwealth of  
Virginia by sponsoring an instructor at the Annual Virginia Tech  
Wastewater Operator Short School for five consecutive years.*

*August 7, 2023*

*Caleb M. Taylor*  
Caleb Taylor, Coordinator

Water and Wastewater Operator Short School  
Virginia Polytechnic Institute & State University

*Donald Wayne Staples*

Donald W. Staples  
Operator Training Program  
Department of Environmental Quality



# *Certificate of Recognition*

*Tom Fore*

*is awarded this certificate in recognition of the significant contribution made to  
improve wastewater treatment plant operations within the Commonwealth of  
Virginia through his participation as a presenter at the Annual Virginia Tech  
Wastewater Operator Short School for five consecutive years.*

*August 7, 2023*

*Caleb M. Jantz*

*Caleb Jantz, Coordinator  
Water and Wastewater Operator Short School  
Virginia Polytechnic Institute & State University*

*Donald W. Staples*

*Donald W. Staples  
Operator Training Program  
Department of Environmental Quality*





TOWN OF ALTAVISTA  
TOWN COUNCIL WORK  
SESSION  
August 22, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 4.1

**UNFINISHED BUSINESS**

**Title: Vista and Leggett - Feasibility Study**

**Staff Resource: Town Manager Gary Shanaberger**

---

**Action(s):**

Receive Update from Staff

**Explanation:**

Altavista's Town Manager, Gary Shanaberger, will update Town Council on the results of the Town's recent RFP request for a Feasibility Study on the Vista Theatre and old Leggett Building.

**Background:**

**Funding Source(s):**

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



TOWN OF ALTAVISTA  
TOWN COUNCIL WORK  
SESSION  
August 22, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 4.2

**UNFINISHED BUSINESS**

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

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

---

**Action(s):**

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

**Explanation:**

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

**Background:**

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

**At the August 8th Council Meeting:** Councilman Tim George asked that this item be placed on the August 22nd regular agenda for further discussion.

**Funding Source(s):**

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

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

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

CONCRETE FOUNDATIONS INC

072 ROCKFORD SCHOOL RD

RETINA VA 24557

54-656-6592

434-656-1223

JUNE 9, 2023

TOWN OF ALTAVISTA

PITTSYLVANIA AVE- ENGLISH PARK

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

TOTAL \$90,000.00

---

TOWN OF ALTAVISTA

---

DATE

---

CONCRETE FOUNDATIONS INC

---

DATE





TOWN OF ALTAVISTA  
TOWN COUNCIL WORK  
SESSION  
August 22, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 5.1

**NEW ITEMS FOR DISCUSSION**

**Title: FY2023 Budget Amendments / Departmental Transfers**

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

---

**Action(s):**

Due to time constraints, staff is requesting approval of the budget amendments at tonight's meeting.

**Explanation:**

Staff is preparing for the annual audit, which is scheduled for the week of August 28th. The presented budget amendments are the final amendments to the FY2023 Budget to reflect changes that have occurred during the fiscal year.

**Background:**

Items that arise during a fiscal year that have been previously approved by Town Council require amendments to the budget. The attached memo indicates the nature of the budget amendment, as well as the reason and when Council directed staff on the action. Some of the items may be receipt of unbudgeted revenue, which requires an amendment to the budget as well.

**Funding Source(s):**

Amendments as directed by previous action of Council or the receipt of funds to cover an associated expense can be funded by various sources such as grant, designated reserves, undesignated reserves or additional revenue received.

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

*Attachment. Memo to Council: Final FY 2023 Budget Amendments and Departmental Transfers*



**DATE:** August 18, 2023  
**TO:** Mayor Mattox and Members of Council  
**FROM:** Tobie Shelton  
**SUBJECT:** Budget Amendments / Departmental Transfers

---

Attached are budget amendments that are necessitated by previous Council action or the receipt of funds to cover an associated expense. The adoption of these amendments completes the process.

- |  |           |
|--|-----------|
| • DEQ Litter Grant<br>(Grant Funded)   | \$ 2,770  |
| • Wayfinding Signs at English Park<br>(Council Approval: September 13, 2022)                               | \$ 43,600 |
| • Repair damage to traffic lights at 7 <sup>th</sup> and Amherst<br>(Reimbursable by claimant's insurance) | \$ 9,900  |
| • Extension of option to buy land-Fauntleroy Property<br>(Funding through AEDA)                            | \$ 12,500 |
| • Environments testing at Frazier Property<br>(Council Approval: February 14, 2023)                        | \$ 14,900 |
| • Transit vehicle sold as surplus<br>(Council Approval: March 14, 2023)                                    | \$ 25,000 |

Also attached are Departmental Transfers (from one-line item to another)

- Various Departments  
(Redistribution of funds to cover operational costs – no new funds are required)





TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2023:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Litter Grant Expenses 010-4102-601.60-26	\$ 2,770.00	
Litter Grant Revenue 010-0000-342.02-00		\$ 2,770.00

Summary

To appropriate \$2,770 towards to cover costs of items purchased throught DEQ Litter Grant awarded to the Town.

Budget Impact

This will result in an increase to the budget of \$2,770. There is an offsetting revenue to cover the expense.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 22nd day of August 2023



## TOWN OF ALTAVISTA

### BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2023:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Parks - Wayfinding Signs 010-4104-602.82-26	\$ 43,600.00	
Transfer In From Reserves - Designated 010-0000-361.03-01		\$ 43,600.00

#### Summary

To appropriate \$43,600 to cover the costs of wayfinding signs at English park. This project was not completed prior to June 30, 2022, so approval to carry over funds was made at the September 13, 2022 regular meeting.

#### Budget Impact

This will result in an increase to the budget of \$43,600.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 22nd day of August 2023





## TOWN OF ALTAVISTA

### BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2023:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Non-Dept. / Reimbursement of Claim		
010-9102-801.50-96	\$ 9,900.00	
General Fund		
Insurance Reimbursement of Claim		
010-0000-351.08-00		\$ 5,030.00
Misc. Revenue		
010-0000-351.04-00		\$ 4,870.00

#### Summary

To appropriate \$9,900 for damage to traffic lights on 7th and Amherst on 02/01/2023.

#### Budget Impact

This will result in a net increase to the budget of \$9,900. These funds are partially reimbursable by Claimant's policy.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 22nd day of Aug 2023



## TOWN OF ALTAVISTA

### BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2023:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Non-Dept. / EDA Checking Account		
010-9102-802.70-08	\$ 12,500.00	
General Fund		
Transfer In from Designated Funds (EDA LGIP Acct)		
010-0000-361.03-01		\$ 7,500.00
Miscellaneous Revenue		
010-0000-351.04-00		\$ 5,000.00

#### Summary

To appropriate \$12,500 for funds transferred in from AEDA's LGIP Account to AEDA's Operating checking account, to process a check. The amendment is necessary as AEDA's LGIP account is part of the Town's general ledger. Checks were written to cover donation to VTI (\$5,000), \$7,500 to extend an option to purchase a parcel of land (Fauntleroy Property).

#### Budget Impact

This will not impact the Town's Budget as funding is through AEDA.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 22nd day of Aug 2023





## TOWN OF ALTAVISTA

### BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2023:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Improvements Other Than Bldg		
010-9102-801.82-30	\$ 14,900.00	
General Fund		
State Grant Funds - Virginia Brownsfield Assessment Grant		
010-0000-341.17-00		\$ 14,900.00

#### Summary

At their January Work Session, Council approved \$23,000 for Hurt & Proffitt to conduct additional testing at the Frazier Property. A portion of the costs will be funded through the VBAF Grant with the remainder funded through local funds. This item was placed on the 2/14/2023 consent agenda for official approval.

#### Budget Impact

This will result in a net increase to the budget of \$14,900.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 22nd day of Aug 2023



## TOWN OF ALTAVISTA

### BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2023:

Section 1. To amend the General Fund, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Improvements Other Than Bldg		
010-6101-403.60-08	\$ 25,000.00	
General Fund		
Sales of Supplies & Materials - Transit		
010-0000-351.01-01		\$ 25,000.00

#### Summary

At the March 14, 2023 regular meeting, Council approved to declare revenue vehicle #6004 as surplus, authorized staff to list the vehicle for sale and to dispose of according to DRPT policy and procedures.

#### Budget Impact

This will result in a net increase to the budget of \$25,000.

Section 2. Copies of this budget amendment shall be furnished to the Clerk of the Town Council and to the Finance Director for their direction.

Adopted this 22nd day of Aug 2023

# DEPARTMENTAL FUNDS TRANSFER

General Accounting  
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jrnal ID#:

DT-11

See Processing Instructions Below

Requester Tobie Shelton

Required

Department

Name : Council / Administration

Required

Date of

Request: 6/30/2023

Fiscal Year: 2023

Phone #:

Email Address: tcshelton@altavistava.gov

Reason for  
Transfer:

Transfer of funds within the department to cover operational costs of the department. No new funds are required.

## DEBIT: (Charge)

Account Number	Amount - Enter as Positive ( + ) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-1101-401.30-04	\$9,700.00	Legal Services	
010-1101-401.50-08	\$2,900.00	Telecommunications	
010-1101-401.50-32	\$2,300.00	Miscellaneous	
010-1101-401.60-02	\$1,300.00	Office Supplies	

Total Debits: \$16,200.00

## CREDIT:

Account Number	Amount - Enter as Negative ( - ) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-1101-401.20-16	-\$9,700.00	Other Employee Benefits	
010-1101-401.50-06	-\$2,900.00	Postal Services	
010-1101-401.50-28	-\$2,300.00	Dues & Assoc. Memberships	
010-1101-401.50-26	-\$1,300.00	Conventions & Educaiton	

Total Credits: -\$16,200.00

Total Credits and Total Debits must be equal zero.

## Approvals Required:

Prepared By

Date

Phone

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.

# DEPARTMENTAL FUNDS TRANSFER

General Accounting  
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jnl ID#: **DT-12**

See Processing Instructions Below

Requester Chief Merricks Department Name: Police Date of Request: 6/30/2023 Fiscal Year: 2023

Phone #: \_\_\_\_\_ Email Address: jemerricks@altavista.gov

Reason for Transfer:

Transfer of funds within the department to cover operational costs of the department. No new funds are required.

## DEBIT: (Charge)

Account Number	Amount - Enter as Positive ( + ) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-3101-501.10-12	\$4,580.00	Program - Take Home Vehicle	
010-3101.501-50-18	\$300.00	General Liability Insur	
010-3101.501-50-24	\$1,100.00	Substance & Lodging	
010-3101-501.10-04	\$4,400.00	Overtime	
010-3101.501-60-04	\$250.00	Repairs & Maint.	
010-3101.501-60-06	\$2,500.00	Fuel & Lubricants	

Total Debits: \$13,130.00

## CREDIT:

Account Number	Amount - Enter as Negative ( - ) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-3101-501.20-04	-\$2,500.00	VA Retirement System	
010-3101-501.30-16	-\$1,300.00	Physicals	
010-3101-501.30-26	-\$5,930.00	IT Network / Website Support	
010-3101-501.50-29	-\$3,400.00	Accreditation	

Total Credits: -\$13,130.00

Total Credits and Total Debits must be equal zero.

## Approvals Required:

Prepared By

*J. Shultz*

8/16/23

Date

Phone

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.



# DEPARTMENTAL FUNDS TRANSFER

General Accounting  
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jnl ID#: **DT-13**

See Processing Instructions Below

Requester Jeff Arthur **Required** Department Name: Public Works **Required** Date of Request: 6/30/2023 Fiscal Year: 2023

Phone #: \_\_\_\_\_ Email Address: jbarthur@altavistava.gov

Reason for Transfer:

Transfer of funds within the department to cover operational costs of the department. No new funds are required.

## DEBIT: (Charge)

Account Number	Amount - Enter as Positive ( + ) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-4101-601.10-04	\$4,000.00	Overtime	
010-4101-601.30-16	\$700.00	Physicals	
010-4101-601.50-08	\$2,300.00	Telecommunications	
010-4101-601.60-06	\$5,000.00	Fuels & Lubricants	
010-4101-601.60-10	\$3,400.00	Uniforms	
010-4101-601.60-22	\$3,100.00	Hwy, St. & Sidewalk	
010-4101-601.60-52	\$4,800.00	Decorative St Lights	
Total Debits:		\$23,300.00	

## CREDIT:

Account Number	Amount - Enter as Negative ( - ) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-4101-601.60-36	-\$23,300.00	Pavement	
Total Credits:		-\$23,300.00	

Total Credits and Total Debits must be equal zero.

## Approvals Required:

Prepared By J. Shultz Date 8/16/23 Phone \_\_\_\_\_

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.

# DEPARTMENTAL FUNDS TRANSFER

General Accounting  
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jnl ID#: DT-14

See Processing Instructions Below

Requester Jeff Arthur Required Department Name: Public Works Required Date of Request: 6/30/2023 Fiscal Year: 2023

Phone #: \_\_\_\_\_ Email Address: jbarthur@altavistava.gov

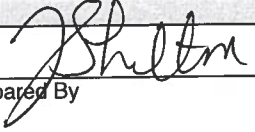
Reason for Transfer: Transfer of funds within the department to cover operational costs of the department. No new funds are required.

DEBIT: (Charge)					
Account Number		Amount - Enter as Positive ( + ) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference	
010-4101-601.60-06		\$2,100.00	Fuels & Lubricants		
010-4103-601.30-22		\$4,100.00	Landscaping		
010-4104-602.50-34		\$230.00	Misc. Reim. Parks		
010-4108-601.60-04		\$1,000.00	Repairs & Maint. - Library		
010-4103-601.50-02		\$540.00	Electrical - B&G		
010-4103-601.60-18		\$560.00	Supplies - B&G		
010-4103-601.60-24		\$230.00	Small Tools - B&G		
Total Debits:		\$8,760.00			

CREDIT:					
Account Number		Amount - Enter as Negative ( - ) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference	
010-4101-601.60-36		-\$8,760.00	Pavement		
Total Credits:		-\$8,760.00			

Total Credits and Total Debits must be equal zero.

Approvals Required:

Prepared By  Date 8/16/23 Phone \_\_\_\_\_

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.

# DEPARTMENTAL FUNDS TRANSFER

General Accounting  
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jrrnl ID#: **DT-15**

**See Processing Instructions Below**

Requester **Jeff Arthur** *Required* Department Name: **Public Works** *Required* Date of Request: **6/30/2023** Fiscal Year: **2023**

Phone #: Email Address: [jbarthur@altavistava.gov](mailto:jbarthur@altavistava.gov)

Reason for Transfer:

Council approved at the 11/8/2022 regular meeting to award the Lynch Creek Clearing and Restoration Project to NatureChem. NatureChem had the lowest bid, but it was also \$4,925 over budget. Council approved to award the bid and to fund the overage within the department as recommended by Mr. Fore.

## DEBIT: (Charge)

Account Number	Amount - Enter as Positive ( + ) Incr Amt	Description - <b>REQUIRED FIELD (Limit to 30 Characters)</b>	Reference
010-4101-601.81-30	\$3,430.00	Imprvmnts Other Than Bldg	
020-4101-608.81-30	\$1,710.00	Imprvmnts Other Than Bldg	

Total Debits: **\$5,140.00**

## CREDIT:

Account Number	Amount - Enter as Negative ( - ) Decr Amt	Description - <b>REQUIRED FIELD (Limit to 30 Characters)</b>	Reference
010-4101-601.60-44	-\$2,000.00	Snow & Ice Removal	
020-4101-607.50-32	-\$1,710.00	Misc. Hwy	
010-4102-601.60-08	-\$1,430.00	Fuel & Lubricants - Sanitation	

Total Credits: **-\$5,140.00**

Total Credits and Total Debits must be equal zero.

## Approvals Required:

Prepared By

Date

Phone

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.

# DEPARTMENTAL FUNDS TRANSFER

General Accounting  
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jnl ID#: **DT-16**

See Processing Instructions Below

Requester Matt Perkins Department Name: ACTS Date of Request: 6/30/2023 Fiscal Year: 2023  
*Required* *Required*

Phone #: \_\_\_\_\_ Email Address: mdperkins@altavista.gov

Reason for Transfer:

Transfer of funds within the department to cover operational costs of the department. No new funds are required.

## DEBIT: (Charge)

Account Number	Amount - Enter as Positive ( + ) Incr Amt	Description - <b>REQUIRED FIELD (Limit to 30 Characters)</b>	Reference
010-6101-403.10-04	\$250.00	Overtime	
010-6101-403.20-06	\$240.00	Medical Insurance	
010-6101-403.20-04	\$280.00	Retirement	
010-6101-403.20-08	\$30.00	Group Life Insur	
010-6101-403.30-16	\$90.00	Physicals	
010-6101-403.60-08	\$280.00	Vehicle R&M	

Total Debits: **\$1,170.00**

## CREDIT:

Account Number	Amount - Enter as Negative ( - ) Decr Amt	Description - <b>REQUIRED FIELD (Limit to 30 Characters)</b>	Reference
010-6101-403.50-08	-\$800.00	Telecommunications	
010-6101-403.50-26	-\$200.00	Conv & Education	
010-6101-403.30-06	-\$170.00	Advertising	

Total Credits: **-\$1,170.00**

Total Credits and Total Debits must be equal zero.

## Approvals Required:

Prepared By

Date

Phone

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.



# DEPARTMENTAL FUNDS TRANSFER

General Accounting  
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jrrl ID#:

DT-17

See Processing Instructions Below

Requester Matt Perkins Required Department Name: Economic Development Required Date of Request: 6/30/2023 Fiscal Year: 2023

Phone #: \_\_\_\_\_ Email Address: mdperkins@altavistava.gov

Reason for Transfer:

Transfer of funds within the department to cover operational costs of the department. No new funds are required.

## DEBIT: (Charge)

Account Number	Amount - Enter as Positive ( + ) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-7101-409.50-93	\$8,800.00	Grant Prg Funding-Dwntwn	

Total Debits: -\$8,800.00

## CREDIT:

Account Number	Amount - Enter as Negative ( - ) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-7101-405.50-93	-\$8,800.00	Grant Prg Funding-Spark Fn	

Total Credits: \$8,800.00

Total Credits and Total Debits must be equal zero.

## Approvals Required:

Prepared By

Date

Phone

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.

# DEPARTMENTAL FUNDS TRANSFER

General Accounting

Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jnl ID#: DT-18

See Processing Instructions Below

Requester Sharon Williams Required Department Name: Community Development / Planning Commission Required Date of Request: 5/23/2023 Fiscal Year: 2023

Phone #: \_\_\_\_\_ Email Address: sdwilliams@altavistava.gov

Reason for Transfer:

Transfer of funds within the department to cover operational costs of the department. No new funds are required.

## DEBIT: (Charge)

Account Number	Amount - Enter as Positive ( + ) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-7201-408.30-06	\$920.00	Advertising	
010-7201-408.60-12	\$340.00	Books & Subscr	
010-7201-408.50-28	\$30.00	Dues & Assoc. Membership	
010-7203-400.50-24	\$330.00	Subsistance & Lodgeing-PC	

Total Debits: \$1,620.00

## CREDIT:

Account Number	Amount - Enter as Negative ( - ) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-7201-408.50-26	-\$1,290.00	Conv. & Education	
<del>010-7201-408.50-36</del> 010-7203-400.50.36	-\$330.00	Planning Commission	

Total Credits: -\$1,620.00

Total Credits and Total Debits must be equal zero.

## Approvals Required:

Prepared By:  Date: 8/16/23 Phone: \_\_\_\_\_

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.

# DEPARTMENTAL FUNDS TRANSFER

General Accounting

Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jnl ID#:

DT-19

See Processing Instructions Below

Requester Matt Perkins

Required

Department

Name : Avoca Museum

Required

Date of

Request:

6/30/2023

Fiscal Year:

2023

Phone #:

Email Address: [sdwilliams@altavistava.gov](mailto:sdwilliams@altavistava.gov)

Reason for  
Transfer:

Transfer of funds within the department to cover operational costs of the department. No new funds are required.

## DEBIT: (Charge)

Account Number	Amount - Enter as Positive ( + ) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-9105-801.20-06	\$600.00	Group Medical	

Total Debits: \$600.00

## CREDIT:

Account Number	Amount - Enter as Negative ( - ) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-9105-801.30-36	-\$600.00	Mowing Contract	

Total Credits: -\$600.00

Total Credits and Total Debits must be equal zero.

## Approvals Required:

Prepared By

Date

Phone

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.

**DEPARTMENTAL FUNDS TRANSFER****General Accounting**

Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jnl ID#:

DT-20

**See Processing Instructions Below**Requester Jeff Arthur*Required*

Department

Name : Highway Funds*Required*

Date of

Request: 6/30/2023Fiscal Year: 2023

Phone #:

Email Address: jbartur@altavistava.govReason for  
Transfer:

Transfer of funds within the department to cover operational costs of the department. No new funds are required.

**DEBIT: (Charge)**

Account Number	Amount - Enter as Positive ( + ) Incr Amt	Description - <b>REQUIRED FIELD (Limit to 30 Characters)</b>	Reference
020-4101-601.60-40	\$13,690.00	Traffic Control Device	
020-4101-606.60-46	\$3,330.00	Other Traffic Svcs Rdside	

Total Debits: \$17,020.00**CREDIT:**

Account Number	Amount - Enter as Negative ( - ) Decr Amt	Description - <b>REQUIRED FIELD (Limit to 30 Characters)</b>	Reference
020-4101-606.60-44	-\$17,020.00	Snow & Ice Removal	

Total Credits: -\$17,020.00**Total Credits and Total Debits must be equal zero.****Approvals Required:**

Prepared By

Date

Phone

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.



# DEPARTMENTAL FUNDS TRANSFER

General Accounting

Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jrrl ID#:

DT-21

See Processing Instructions Below

Requester Tom Fore/Paul Hill

Required

Department

Name : Water Department

Required

Date of

Request: 6/30/2023

Fiscal Year: 2023

Phone #:

Email Address: [twfore@altavistava.gov](mailto:twfore@altavistava.gov)

Reason for  
Transfer:

Transfer of funds within the department to cover operational costs of the department. No new funds are required.

## DEBIT: (Charge)

Account Number	Amount - Enter as Positive ( + ) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
050-1101-701.10-04	\$20.00	Overtime	
050-5001-701.50-02	\$16,000.00	Electrical	
050-5001-701.50-28	\$1,200.00	Dues & Assoc. Membership	
050-5001-701.60-14	\$40,000.00	Other Operating Supplies	
050-5001-701.60-24	\$200.00	Small Tools	
050-5002-704.50-02	\$90.00	Electrical - LPS	

Total Debits: \$57,510.00

## CREDIT:

Account Number	Amount - Enter as Negative ( - ) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
050-5001-701.30-20	-\$20,000.00	Water Purchase - CCUSA	
050-5001-701.30-14	-\$15,000.00	Misc & Prof. Svcs	
050-5001-701.60-04	-\$12,000.00	Repairs & Maint.	
050-5001-701.50-64	-\$5,000.00	Sample Testing	
050-5001-701.50-24	-\$3,000.00	Subsistance & Lodging	
050-5001-701.50-26	-\$2,510.00	Conv & Education	

Total Credits: -\$57,510.00

Total Credits and Total Debits must be equal zero.

## Approvals Required:

Prepared By

Date

Phone

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.

# DEPARTMENTAL FUNDS TRANSFER

General Accounting

Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jrnl ID#: DT-22

See Processing Instructions Below

Requester Tom Fore/Paul Hill Department Name: Wastewater Department Date of Request: 6/30/2023 Fiscal Year: 2023

Phone #: \_\_\_\_\_ Email Address: twfore@altavistava.gov

Reason for Transfer:

Transfer of funds within the department to cover operational costs of the department. No new funds are required.

DEBIT: (Charge)				
Account Number	Amount - Enter as Positive ( + ) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference	
050-1101-702.10-04	\$10.00	Overtime		
050-5101-702.30-24	\$2,300.00	R&M Grounds & Bldg		
050-5101-702.50-02	\$25,000.00	Electrical		
050-5101-702.60-10	\$560.00	Uniforms		

Total Debits: \$27,870.00

CREDIT:				
Account Number	Amount - Enter as Negative ( - ) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference	
050-5101-702.30-14	-\$15,000.00	Misc. & Prof Svcs		
050-5101-702.50-90	-\$5,000.00	Environ. Sampling		
050-5101-702.60-04	-\$7,870.00	Repairs & Maint.		

Total Credits: -\$27,870.00

Total Credits and Total Debits must be equal zero.

Approvals Required:

Prepared By

Date

Phone

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.

# DEPARTMENTAL FUNDS TRANSFER

General Accounting  
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jnl ID#: **DT-23**

**See Processing Instructions Below**

Requester Jeff Arthur **Required** Department Name: Public Works **Required** Date of Request: 6/30/2023 Fiscal Year: 2023

Phone #: \_\_\_\_\_ Email Address: jbarthur@altavistava.gov

Reason for Transfer:

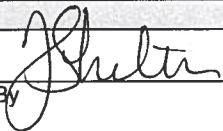
Transfer of funds within the department to cover operational costs of the department. No new funds are required.

DEBIT: (Charge)					
Account Number		Amount - Enter as Positive ( + ) Incr Amt	Description - <b>REQUIRED FIELD (Limit to 30 Characters)</b>	Reference	
090-0000-603.10-04		\$90.00	Overtime		
090-0000-603.20-06		\$210.00	Group Medical		
Total Debits:		\$300.00			

CREDIT:					
Account Number		Amount - Enter as Negative ( - ) Decr Amt	Description - <b>REQUIRED FIELD (Limit to 30 Characters)</b>	Reference	
090-0000-603.30-36		-\$300.00	Mowing Contract		
Total Credits:		-\$300.00			

Total Credits and Total Debits must be equal zero.

**Approvals Required:**

Prepared By  Date 8/16/23 Phone \_\_\_\_\_

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.

# DEPARTMENTAL FUNDS TRANSFER

General Accounting  
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jnl ID#: **DT-24**

**See Processing Instructions Below**

Requester Chief Merricks **Required** Department Name: Police **Required** Date of Request: 6/30/2023 Fiscal Year: 2023

Phone #: \_\_\_\_\_ Email Address: [temerricks@altavistava.gov](mailto:temerricks@altavistava.gov)

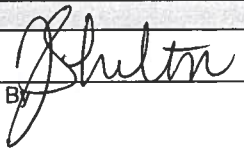
Reason for Transfer: Transfer of funds within the department to cover operational costs of the department. No new funds are required.

DEBIT: (Charge)					
Account Number		Amount - Enter as Positive ( + ) Incr Amt	Description - <b>REQUIRED FIELD (Limit to 30 Characters)</b>	Reference	
010-3101-501.60-08		\$3,700.00	Veh & Equip R&M		
Total Debits:		\$3,700.00			

CREDIT:					
Account Number		Amount - Enter as Negative ( - ) Decr Amt	Description - <b>REQUIRED FIELD (Limit to 30 Characters)</b>	Reference	
010-3101-501.60-02		-\$3,000.00	Office Supplies		
010-3101-501.60-10		-\$700.00	Uniforms		
Total Credits:		-\$3,700.00			

Total Credits and Total Debits must be equal zero.

**Approvals Required:**

Prepared By:  Date: 8/17/23 Phone: \_\_\_\_\_

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.



# DEPARTMENTAL FUNDS TRANSFER

General Accounting  
Town of Altavista, 510 7th Street, Altavista, Virginia 24517

Transfer Jnl ID#: DT-25

See Processing Instructions Below

Requester Jeff Arthur Required Department Name: Public Works Required Date of Request: 6/30/2023 Fiscal Year: 2023

Phone #: \_\_\_\_\_ Email Address: jbartur@altavista.gov

Reason for Transfer:

Transfer of funds within the department to cover operational costs of the department. No new funds are required.

## DEBIT: (Charge)

Account Number	Amount - Enter as Positive ( + ) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-4102-601.60-06	\$2,100.00	Fuel & Lubricants Sanitation	

Total Debits: \$2,100.00

## CREDIT:

Account Number	Amount - Enter as Negative ( - ) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-4102-601.60-08	-\$2,100.00	Veh & Equip R&M-Sanitation	

Total Credits: -\$2,100.00

Total Credits and Total Debits must be equal zero.

## Approvals Required:

Prepared By  Date 8/17/23 Phone \_\_\_\_\_

Departmental Funds Transfer was approved at the Regular Council Meeting held on June 10, 2014.



TOWN OF ALTAVISTA  
TOWN COUNCIL WORK  
SESSION  
August 22, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 5.2

**NEW ITEMS FOR DISCUSSION**

**Title: Annual Delinquent Tax Listing**

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

---

**Action(s):**

Consensus to place approval to "publish" the Delinquent Tax Listing, and to "write off" the Uncollectible Tax Listing as presented, on the September 12th Regular Meeting's Consent Agenda.

**Explanation:**

This year's outstanding taxes total \$44,022.33, an increase of \$5,087.48 over LY's total, at this time. Personal Property taxes account for much of the balance due, in the amount of \$39,073.01. The remaining balance of \$4,949.32, represents outstanding Real Estate taxes. Staff requests that Town Council reach a "Consensus" to place this item on the September 12, 2023 Town Council Regular Meeting Consent Agenda for approval, to advertise the delinquent list, and pro-rate the cost of the ad to the delinquent taxpayer as well as to write-off delinquent Personal Property taxes for deceased individuals in the amount of \$810.34, delinquent Personal Property and Real Estate taxes under \$20.00 in the amount of \$237.12 and uncollected taxes totaling \$6.76 for which no bills were sent.

Additionally, due to the statutes of limitations regarding Personal Property taxes, Staff is requesting approval to write off 2018 personal property taxes totaling \$3,449.42, with collection efforts continuing through June 2024.

**Background:**

Annually staff, in accordance with Section 70-3 of the Town Code, prepares a list of the uncollectible and delinquent taxes from the previous fiscal year (FY2023). Final notices have been mailed to all individuals advising action will be taken, if taxes were not paid, within our deadlines. Correspondence advised tax payers such action includes names and amounts due being published in the Altavista Journal, authorizing the Department of Motor Vehicles to withhold registration of all vehicles owned and or co-owned by the taxpayer until their debt has been cleared and or submitting a claim to the Department of Taxation's Integrated Revenue Management System (IRMS) to withhold the delinquent tax from revenue taxpayers may receive from the Department of Accounts through tax returns or lottery winnings.

**Funding Source(s):**

No funding needed.

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

*Attachment 1. Staff Memo*

*Attachment 2. Annual Delinquent Tax Listing*



**TO:** Mayor Mattox and Members of Council

**FROM:** Tobie Shelton

**DATE:** August 18, 2023

**RE:** Submission to Town Council of Delinquent Taxpayers Section 70-3 of the Town Code

Attached for your review is a listing of delinquent taxpayers I am required to submit annually to the Town Council as defined by Section 70-3 of the Code of the Town of Altavista. Section 70-3 is as follows:

- a. The treasurer, after ascertaining which of the taxes and levies assessed at any time in the town have not been collected, shall, within 60 days of the end of the fiscal year, make out lists as follows:
  1. A list of real estate on the land book of the county commissioner of the revenue improperly placed thereon or not ascertainable, with the amount of taxes charged thereon.
  2. A list of other real estate which is delinquent for the nonpayment of the taxes thereon. This list shall not include any taxes listed under subsection (a) (4) or (5) of this section.
  3. A list of such of the taxes assessed on tangible personal property, machinery and tools and merchants' capital, and other subjects of local taxation, other than real estate, as he was unable to collect which are delinquent. This list shall not include any taxes listed under subsection (a) (4) or (5) of this section.
  4. A list of the uncollected taxes amounting to less than \$20.00 each for which no bills were sent under Code of Virginia, § 58.1-3912.
  5. A list of uncollected balances of previously billed taxes amounting to less than \$20.00 each as to which the treasurer has determined that the costs of

collecting such balances would exceed the amount recoverable, provided that the treasurer shall not include on such list any balance with respect to which he or she has reason to believe that the taxpayer has purposely paid less than the amount due and owing.

Final notices have been mailed to all individuals advising action to be taken if taxes were not paid within our deadlines. My letter advised their names and amounts due would be published in the Altavista Journal and possible legal action taken by the Town. Such legal action includes authorizing the Department of Motor Vehicles to withhold registration of all vehicles owned and/or co-owned by the taxpayer until their debt has been cleared otherwise submitting a claim to the Department of Taxation's Integrated Revenue Management System (IRMS) to withhold the delinquent tax from revenue taxpayers may receive from the Department of Accounts through tax returns or lottery winnings.

Section 70-4(c) and (d) require Council's approval to advertise the listing of delinquent taxpayers in the local newspaper. This is an effective tool helping reduce the outstanding delinquent taxes and again this year I am requesting permission to advertise in late October or early November. This schedule would allow us to publicly announce our intentions to advertise and provide a time frame for delinquent taxpayers to resolve past due taxes before advertising in the local newspaper.

I respectfully request your approval to advertise in the Altavista Journal as noted above. Additionally, request the approval to write-off the amounts under \$20.00, past due taxes for deceased individuals, uncollectable real estate taxes and the 2018 personal property taxes due to statute of limitations making it difficult for us to collect.

Thank you.

**TOWN OF ALTAVISTA  
DELINQUENT PERSONAL PROPERTY TAXES  
DECEASED INDIVIDUALS  
August 18, 2023**

(Recommended write-off)

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>	<u>TAX AMOUNT</u>
Alexander, Dale	71641	\$ 17.60
Alexander, Dale	80583	\$ 30.35
Alexander, Dale	80585	\$ 72.87
Anderson, Oma Lee	71645	\$ 57.75
Booker, Barbara	58985	\$ 74.17
Callands, Tardie Bill	11138	\$ 17.60
Callands, Tardie Bill	11140	\$ 17.60
Harris, Jr Robert L	72939	\$ 46.42
Loving, Barbara	73707	\$ 34.19
Maulbeck, Cherie	61019	\$ 36.39
Melvin, James H	58049	\$ 17.60
Melvin, James H	70223	\$ 38.95
Minnis, Chester	13070	\$ 57.75
Minnis, Joel H	47841	\$ 10.33
Pritchett, James Edward	53327	\$ 17.60
Reed, Debra	13696	\$ 17.60
Reed, Debra	17432	\$ 17.60
Smither, Michael	62791	\$ 34.69
Smither, Michael	64379	\$ 51.16
Smither, Michael	74663	\$ 35.90
Thacker, Alice	14312	\$ 17.60
Tucker, Brenda Sue	73029	\$ 88.62



**TOWN OF ALTAVISTA  
DELINQUENT PERSONAL PROPERTY TAXES  
UNDER \$20.00**

**August 18, 2023**

(Recommended write-off)

<u><b>TAXPAYER NAME</b></u>	<u><b>TAX ROLL NUMBER</b></u>	<u><b>TAX AMOUNT</b></u>
Altaviista Church Supply	59257	\$ 0.26
Anthony, Donna	64073	\$ 0.42
Bennett, Marie	79057	\$ 0.02
Bennett, Taylor	81281	\$ 0.03
Bowling, Marcus	80131	\$ 0.14
Branham, Morgan	82747	\$ 0.94
Campbell, Crystal	71517	\$ 5.50
Catalina Marketing	16390	\$ 1.99
Clark, Minnie	62023	\$ 5.07
Coffey, Kimberley	68053	\$ 0.29
Cook, Chester	59805	\$ 0.16
Cook, Chester	67379	\$ 0.33
Cook, Chester	70629	\$ 0.48
Cook, Chester	79415	\$ 0.30
Cook, Chester	80957	\$ 0.34
Cook, Marion	54077	\$ 0.16
Cowart, Elizabeth	66335	\$ 5.07
D L Peterson Trust	73357	\$ 5.97
Davis, Karlton	83675	\$ 5.87
Dollar General Store	11672	\$ 0.80
Dorman, Cynthia	83311	\$ 7.84
Dunn, William	81981	\$ 0.96
Gilbert, Wilfred	78959	\$ 0.39
Gilbert, Wilfred	79999	\$ 0.39
Gilbert, Wilfred	80001	\$ 0.76
Hager, Hannah	69361	\$ 7.02
Hall, Joseph	69945	\$ 2.35
Hall, Tabitha	70435	\$ 0.78
Hull, Roger	80901	\$ 4.22
Jefferson, Freddy	71025	\$ 6.42
Johnson-Smith, Betty	79685	\$ 0.65
Jonathan & Hannah Photo	75051	\$ 3.84
Jonathan & Hannah Photo	81349	\$ 0.69
Lambert, Kenneth	67617	\$ 0.70
Lance, Rebecca	82099	\$ 4.21
Lee, Kindra	79985	\$ 0.66
Lori Watkins State Farm	81797	\$ 1.27
McRae, Tameka	69097	\$ 0.59
McRae, Tameka	82547	\$ 0.60
Northern Leasing	16834	\$ 2.35

Rhodes, Latoya	71009	\$	0.37
Richie, Donald	83239	\$	0.80
Rowland, Cheryl	67685	\$	1.94
Ruff, Lorrie	71721	\$	0.02
Smith, Donnie	72233	\$	0.34
Stone, Carmel	83185	\$	6.30
Tanks, John	62803	\$	0.33
Tice, Corlis	64107	\$	2.02
Utz, Meagan	71551	\$	4.04
Vista Fitness	75089	\$	0.77
Waldo, James	73119	\$	4.24
Walker, Cheryl	74139	\$	0.73
Waller, James	14508	\$	0.34
Wolgamot, Susan	67137	\$	0.12
ZED Enterprises	69977	\$	5.87

**TOWN OF ALTAVISTA  
DELINQUENT REAL ESTATE TAXES  
August 18, 2023**

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>	<u>TAX AMOUNT</u>
Andrews, Ronnie/Delene	45537	\$ 16.90
Andrews, Ronnie/Delene	45539	\$ 10.13
Annas, Richard/Deborah	44571	\$ 68.71
Bentley, Willard/Glenda	47849	\$ 188.44
Bentley, Willard/Glenda	75229	\$ 4.28
Bond, Bernard/Louise	44767	\$ 126.56
Crawford, Dawn	47087	\$ 2.46
Crawford, Dawn	47089	\$ 1.54
Crawford, Dawn	75371	\$ 2.46
Crawford, Dawn	75373	\$ 161.38
Crawford, Dawn	75375	\$ 1.54
Crawford, Dawn	75377	\$ 1.54
Dews, Nelson	45119	\$ 617.56
Doute, Daniel/Sarah	47307	\$ 6.57
Doute, Daniel/Sarah	47309	\$ 38.76
Doute, Daniel/Sarah	47311	\$ 88.33
EKAM Real Estate LLC	75511	\$ 21.59
Fariss, Matthew	47169	\$ 62.42
Fellers, Edward/Juliet	45645	\$ 24.97
Fellers, Julie	45385	\$ 1.27
Fellers, Julie	45387	\$ 1.27
Fenn, Timothy/Carrie	45647	\$ 112.74
Fennimore, Taylor/Thomas	71617	\$ 52.57
Fennimore, Taylor/Thomas	71619	\$ 9.58
Frost, Kary	47909	\$ 38.11
GD Altavista LLC	66707	\$ 137.54
GD Altavista LLC	69859	\$ 21.74
GD Lane Park LLC	47503	\$ 21.64
Gilbert, Doretha Et Als	45877	\$ 177.46
Grasty, Gabriel/Florence	45909	\$ 37.82
Gregory, Marcellus/Shaudula	47535	\$ 1.08
Gregory, Marcellus Preston	45927	\$ 270.68
Gregory, Marcellus/Shaudula	75613	\$ 20.75
Hall, Megan/Trevor	44529	\$ 61.86
Hamer, Jeston	46553	\$ 125.98
Hamer, Jeston	46555	\$ 39.30
Hamer, Jeston	46557	\$ 174.33
Hamer, Jeston	75639	\$ 39.30
Harmon, Vickie	46007	\$ 77.81
Hill, Denise	50377	\$ 45.06
Horn, Catherine	47091	\$ 407.61
Hernandez, Juan	45723	\$ 43.08
Johnson, Michael	46303	\$ 79.39
Kershner, Darl & Shirley	46363	\$ 858.01

Kirby, Jesse/Samantha	45271	\$	89.55
Kirby, Jesse/Samantha	76381	\$	23.47
Minnis J F Estate	46751	\$	1.19
Minnis J F Estate	46753	\$	152.72
Mitchell, Justin/Kelsey	46787	\$	60.92
Reed, William/Arthur David	47287	\$	85.89
Reed, William/Arthur David	76211	\$	0.75
Rogers, Elizabeth	47403	\$	30.72
Snow/Dylan/Norwitz	76055	\$	0.94
Snow, Dylan	76057	\$	71.71
Tuck, Ada	44417	\$	77.34
Walls, Delia	44553	\$	49.18
Walls, Delia	76419	\$	1.41
Walls, Delia	76421	\$	1.41

**TOWN OF ALTAVISTA  
DELINQUENT REAL ESTATE TAXES**

**August 18, 2023**

**UNDER \$20.00**

(Recommended write-off)

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>	<u>TAX AMOUNT</u>
Ashwell, William/Gracie	44623	\$ 3.72
Boley, Amy	44759	\$ 3.18
Carrigan, Richard/Katie	44959	\$ 0.01
Claire Parker Foundation	76341	\$ 0.94
Collado, James	75333	\$ 0.94
Collins, Billie	21	\$ 1.50
Conner, Wiley/Bernice	45167	\$ 0.94
Cook, Chester	45175	\$ 0.24
Cook, Patricia	45181	\$ 0.66
Davis, Kathy	44585	\$ 11.26
Dews, Steven	75423	\$ 2.82
Dikeman, Cale	75425	\$ 2.82
Dudley, Tyler/Ashton	71615	\$ 2.49
Elder, Cameron/Katie	71635	\$ 1.41
Garrett, Mark T Jr	75379	\$ 0.75
Garrett, Mark T Jr	75381	\$ 0.47
Garrett, Mark T Jr	75383	\$ 0.47
Hackworth, Delores	75615	\$ 1.88
Harter, Shawn	46783	\$ 4.26
Harter, Shawn	76011	\$ 1.14
Hicks, Russell Jr	46111	\$ 0.10
Highway Holiness Church	46135	\$ 0.91
Hollie, Abbitt/Linda	75683	\$ 0.28
Hubbard, James	46175	\$ 1.35
Jefferson, Melissa	75409	\$ 0.36
Johnson, Robin	59425	\$ 1.13
Kelley, Kevin	44877	\$ 0.16
Lawhorn, Donna	69851	\$ 2.15
Lawson Patrick/Deborah	44929	\$ 0.38
Lovelace Properties LLC	48235	\$ 0.07
McCue, Thomas/Kristina	47363	\$ 8.36
McCormick's Rental	75957	\$ 3.16
Melton, George/Virginia	46705	\$ 0.83
Minnis Joel H	47841	\$ 10.33
NBS Real Estate LLC	46359	\$ 4.95
Peeking Duck Properties	46421	\$ 4.57
Phillips, Wayne Trustee	76163	\$ 0.75
Ramer, Evan	75633	\$ 0.75
RC & DM Properties	91	\$ 1.13
Richardson David	47717	\$ 0.65
Rodocker, Cory/Carrie	46415	\$ 3.75
Rodocker, Cory/Carrie	46419	\$ 4.13
RTG Properties LLC	75809	\$ 0.37
Sodders, Janet	47695	\$ 1.74



Souza, Ronald/Holly	44995	\$	2.09
Stedman, Brandon/Misty	45405	\$	2.82
Stovall, Diane/Maxine	47785	\$	10.13
Tillery, Julia	76363	\$	0.94
Turner, Alice	47983	\$	10.13
Tweedy, William	48299	\$	0.30
Vick, Rosemarie	76411	\$	0.06
Waller, Evelyn	76417	\$	2.82
Woosley, Micah	76447	\$	1.88
WPCA LLC	76453	\$	0.75
Yang, Andy	76455	\$	1.88

**TOWN OF ALTAVISTA  
DELINQUENT PERSONAL PROPERTY TAXES  
August 18, 2023**

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>		<u>TAX AMOUNT</u>
Adams, Heather	82673	\$	48.47
Adams, Richard Wilson	69453	\$	80.30
Adams, Richard Wilson	71035	\$	79.33
Adams, Robbie	67153	\$	17.60
Adkins, Amber	83473	\$	227.00
Advance America	54401	\$	275.54
Almond, Matthew	69647	\$	24.96
Alvarez-Ibarra, Alfredo	74403	\$	64.69
Alvarez-Ibarra, Alfredo	79809	\$	76.29
Annas, Deborah	79447	\$	17.60
Annas, Deborah	80969	\$	17.60
Armistead, Franchesca	67677	\$	57.45
Arthur, Beatrice	68395	\$	46.89
Arthur, William	67659	\$	235.88
Audet, Debora Elizabeth	74529	\$	138.94
Bailess, Karen	81157	\$	136.58
Barnwell, Bronson	65501	\$	17.60
Barnwell, Bronson	68403	\$	31.72
Barnwell, Bronson	70123	\$	9.43
Barnwell, Bronson	73623	\$	53.85
Barnwell, Bronson	79055	\$	38.10
Barnwell, Bronson	82201	\$	38.23
Barnwell, N'Dea Makayla	83187	\$	72.39
Bennett, Ashley	81735	\$	271.74
Bennett, Bobby Jr	72365	\$	133.41
Bennett, Jakenya	80061	\$	47.73
Berger, Augustine	83287	\$	17.60
Berger, Dillon	83457	\$	43.84
Berger, Keosha	83199	\$	55.06
Berger, O'Bryan	81531	\$	76.42
Berger, Willie Carl Jr	68809	\$	41.46
Berger, Willie Carl Jr	72193	\$	22.55
Berkley, Lorcrushal	75007	\$	41.46
Berkley, Nadia	81941	\$	36.85
Berkley, Nadia	83041	\$	17.60
Berkley, Nadia	83043	\$	17.60
Blackwell, Dimitri	81775	\$	36.85
Blackwell, Dimitri	83005	\$	17.60
Blair, Trevor	83409	\$	42.98
Blessard, Linda	79211	\$	104.67
Blessard, Linda	80825	\$	71.98
Boley, Dennis	79471	\$	40.15
Boley, Dennis	79473	\$	55.30
Bowles, David Lei	79805	\$	20.90

Bowles, David Lei	79807	\$	20.90
Bowling, Michelle	71187	\$	52.78
Bowling, Ruthanne	79967	\$	75.20
Bowman, Robin	81877	\$	35.51
Boyd, James	74159	\$	70.67
Boyd, James	81047	\$	236.12
Bradner, Michael	79327	\$	20.90
Bradner, Michael	79329	\$	40.15
Branham, Morgan	81305	\$	36.85
Branham, Morgan	81307	\$	169.97
Brown, Jasmine Lashal	74253	\$	74.91
Brown, Jasmine Lashal	81121	\$	117.98
Brown, Shana Matirs	58659	\$	80.30
Brown, Shana Matirs	58661	\$	80.30
Brown, Shana Matirs	58663	\$	80.30
Bruce, Brooke	69247	\$	17.60
Bruce, Brooke	69249	\$	17.60
Bruce, Brooke	79733	\$	17.60
Bruce, Jonathon	68937	\$	17.60
Brumfield, Candace	82555	\$	35.41
Bryant, Jonathan	81721	\$	36.85
Burgess, Troy	72129	\$	9.98
Burgess, Troy	79343	\$	89.24
Burgess, Troy	82381	\$	629.61
Burnette, Zachary	74973	\$	58.16
Burton, Callie	74233	\$	56.29
Bush, Michael	83475	\$	17.60
Calloway, Crystal	68329	\$	64.95
Canada, Kris	70873	\$	29.69
Canada, Kris	74267	\$	91.29
Canada, Kris	74269	\$	79.02
Canada, Kris	79677	\$	142.31
Carr, William Robert	67639	\$	80.30
Charlton, Shlar	81879	\$	124.72
Charlton, Shlar	83029	\$	41.89
Clark, Treavon	79968	\$	17.60
Clay, Phillipp	82357	\$	17.60
Clay, Phillipp	82359	\$	26.53
Clements, Annette	68611	\$	42.37
Clements, Kelsey Marie	80405	\$	82.89
Clements, Kelsey Marie	82921	\$	32.74
Cofflin, Sherry	82117	\$	98.00
Colandrea, Nicole	81993	\$	14.95
Coleman, George Edward	79715	\$	20.90
Coles, Erika Marie	73303	\$	50.19
Coles, Thomas	80471	\$	95.70
Coles, Thomas	80473	\$	165.67
Comer, Genevieve	73193	\$	69.31
Comer, Joshua	68055	\$	40.15
Conner, Jodi	72391	\$	47.38
Cook, Anthony	63193	\$	17.60
Cook, Anthony	72349	\$	83.50

Cook, Anthony	80995	\$	16.16
Cook, Anthony	80997	\$	17.60
Cook, Gary	72479	\$	45.12
Cox, James	82951	\$	76.25
Cox, James	82953	\$	125.59
Cox, Theresa	80327	\$	48.11
Crews, Latisha	83631	\$	37.49
Crews, Latisha	83633	\$	65.69
Crews, Shantain	83393	\$	33.63
Crider, Osbey	74527	\$	73.47
Crider, Shamica	79557	\$	46.73
Cunningham, Emmett	80365	\$	68.03
Cunningham, Emmett	80367	\$	36.96
Dalton, Brian Anthony	79431	\$	27.73
Dash, Daniel	80261	\$	118.92
Davis, Clyde	71277	\$	17.60
Davis, Clyde	73525	\$	17.60
Davis, Clyde	83077	\$	92.77
Davis, Jacqueline	81621	\$	19.25
Davis, Jacqueline	82973	\$	39.93
Davis, Jeremy Maurice	63691	\$	43.45
Davis, Jeremy Maurice	63693	\$	43.45
Davis, Martha	72031	\$	257.32
Deshazor, Tammy	81365	\$	19.25
Deshazor, Tammy	81367	\$	90.48
Deshazor, Tammy	81365	\$	19.25
Desilets, Vicki	83209	\$	88.49
Detwiler, Joanne	74693	\$	30.04
Deyerle, Cihan	81781	\$	81.29
Deyerle, Zuhail	73225	\$	67.00
Deyerle, Zuhail	74589	\$	46.35
Dickerson, Brittany	82539	\$	46.39
Dickerson, Brittany	82541	\$	17.60
Dickerson, Devin	74887	\$	239.85
Dickerson, Devin	81421	\$	40.94
Dickerson, Devin	82835	\$	17.60
Doss, Jarrett Kendall	72103	\$	131.65
Doss, Jarrett Kendall	73917	\$	225.90
Doute, Daniel	80501	\$	81.60
Drivetime	69787	\$	41.77
Edwards, Raymond Jason	81207	\$	573.05
Edwards, Raymond Jason	81209	\$	176.97
Edwards, Raymond Jason	81211	\$	92.45
Edwards, Raymond Jason	82653	\$	600.27
Edwards, Raymond Jason	82655	\$	638.76
Elliott, Richard Troy Jr	64507	\$	9.51
Elliott, Richard Troy Jr	64509	\$	7.52
Elliott, Richard Troy Jr	64511	\$	22.55
Elliott, Richard Troy Jr	68725	\$	22.55
Farris, Luttrell	72811	\$	238.24
Farris, Luttrell	74421	\$	200.73
Farris, Luttrell	82709	\$	303.66

Fennimore, Taylor	83529	\$	59.82
Fennimore, Taylor	83531	\$	74.30
Fennimore, Taylor	83533	\$	17.60
Ferree-Johnson, Monica	81773	\$	113.95
Fielder, Hannah	79803	\$	65.01
Fitzgerald, Jeffrey	83537	\$	35.79
Fitzgerald, Robert	83539	\$	17.60
Fitzgerald, Robert	83541	\$	40.54
Fleshman, Zacharey	80331	\$	73.11
Fleshman, Zacharey	80333	\$	20.90
Fleshman, Zacharey	80339	\$	266.05
Fleshman, Zacharey	81471	\$	19.25
Fleshman, Zacharey	81473	\$	36.96
Fleshman, Zacharey	81475	\$	34.88
Fortune, Hannah	79931	\$	118.92
Fox, Brandon	71363	\$	52.17
Fox, Brandon	74097	\$	18.00
Fox, Kenneth	68465	\$	30.58
Foxx, Kayla	81683	\$	55.42
Frost, Kary	83463	\$	197.82
Fuller, Marlon	81557	\$	188.77
Fuller, Marlon	81927	\$	219.15
George, Joshua	69371	\$	19.25
Gibson, Derrick	80233	\$	82.11
Gibson, Timothy	81997	\$	68.91
Glenn, Dameatrice	81983	\$	17.60
Glenn, Dameatrice	83687	\$	23.47
Goard, Cadedra	72777	\$	104.61
Goard, Cadedra	82693	\$	140.33
Goard, James	80407	\$	28.96
Goard, James	80409	\$	71.54
Goard, Ramon S	76507	\$	17.75
Goard, Ramon S	76509	\$	17.75
Goard, Ramon S	79265	\$	119.29
Goff, Stephen	56949	\$	90.60
Goff, Stephen	64495	\$	58.08
Goff, Stephen	72077	\$	44.98
Graves, Clarence	81227	\$	24.31
Graves, James	83271	\$	31.64
Graves, James	83273	\$	17.60
Graves, Kiara	74227	\$	78.28
Green, Kijiah	80159	\$	7.74
Gregory, Marcellus	79613	\$	34.57
Gregory, Marcellus	82755	\$	88.62
Gregory, Michelle	81569	\$	145.21
Gregory, Shaundula	72117	\$	43.22
Gregory, Shaundula	72119	\$	47.25
Gregory, Shaundula	80881	\$	65.69
Gregory, Tymeshia	83213	\$	35.30
Grishaw, Amber	81809	\$	299.66
Habets, James	77711	\$	34.83
Haley, Erica Marie	74747	\$	121.83



Hamlett, Patricia	83603	\$	17.60
Hamlett, Patricia	83605	\$	17.60
Hamlett, Patricia	83607	\$	17.60
Hamlett, Patricia	83609	\$	17.60
Harmon, Jarrod	72509	\$	17.60
Harmon, Jarrod	79587	\$	133.52
Harmon, Jarrod	82531	\$	48.83
Harmon, Jarrod	82533	\$	17.60
Harmon, Mark	72017	\$	17.60
Harris, James	82027	\$	38.59
Harrison, Sierra	83401	\$	92.90
Hastings, Jessica	79681	\$	136.46
Hayward, Larry	81813	\$	42.70
Head, Lee Ann	63657	\$	23.00
Head, Lee Ann	74249	\$	48.08
Hernandez, Juan	83465	\$	74.10
Hodnett, Latisha	71119	\$	30.53
Hodnett, Latisha	74649	\$	61.64
Hogan, Jessica	69045	\$	84.54
Hogan, Jessica	79565	\$	111.63
Hogan, Jessica	82523	\$	95.20
Hubbard, Caress	70763	\$	44.04
Hubbard, Caress	81049	\$	91.12
Hubbard, Lierin	81749	\$	68.25
Hudson, Glenwood	74699	\$	17.92
Hudson, Glenwood	74701	\$	36.85
Hudson, Glenwood	74703	\$	36.85
Hudson, Glenwood	79989	\$	20.89
Hull, Michael	79241	\$	17.60
Hull, Michael	81597	\$	40.47
Hull, Michael	81599	\$	12.79
Hull, Michael	81601	\$	166.14
Hunt, Dena Ruth	69393	\$	32.49
Hunt, Erica	81637	\$	33.91
Hunt, Erica	81639	\$	97.01
Hunt, Erica	81923	\$	33.60
Hunt, Josh	66693	\$	76.81
Hunt, Nathaniel	74609	\$	44.20
Hunt, Raleigh Lee	65889	\$	56.19
Hunt, Raleigh Lee	79315	\$	36.85
Hunt, Shantia	81731	\$	37.43
Hunt, Tamesia	81203	\$	17.60
Hunt, Tamesia	81205	\$	102.53
Hunt, Tamesia	82651	\$	30.35
Hunter, Kathryn	74003	\$	22.55
Hunter, Kathryn	79401	\$	33.33
Hutcherson, Angela	71111	\$	67.89
Hutcherson, Angela	72851	\$	195.10
Hutcherson, Angela	82731	\$	138.58
Hutcherson, Angela	82733	\$	49.32
Hyman, Jerome Terrill	66341	\$	80.30

Hyman, Jerome Terrill	66339	\$	80.30
Inge, Rhonda	74969	\$	56.16
Inge, Rhonda	81429	\$	71.79
Inge, Rhonda	82845	\$	40.54
Inge, Rhonda	82847	\$	17.60
Inge, Rhonda	82849	\$	17.60
Inge, Rhonda	82851	\$	17.60
Inge, Rhonda	82853	\$	17.60
Inge, Rhonda	82855	\$	17.60
Jackson, Dacorian Shavon	73019	\$	53.25
Jefferson, Freddy	74875	\$	59.24
Jennings, Nicole	82963	\$	61.53
Johnson, Demetrius	80371	\$	72.03
Johnson, Justin Kyler	81641	\$	70.31
Johnson, Kearnstyn	82777	\$	59.46
Jones, Jamar	81685	\$	46.35
Jones, James	70799	\$	17.60
Jones, James	79597	\$	72.15
Jones, Johnnie Jr	80091	\$	20.95
Jones, Johnnie Jr	80093	\$	36.85
Jones, Kwame	81847	\$	52.73
Jones, Kwame	83021	\$	14.64
Jones, Kwame	83023	\$	5.87
Jones, Kwame	83025	\$	132.67
Jones, Nicholas Paul	71189	\$	84.46
Jones, Nicholas Paul	73075	\$	22.55
Jones, Nicholas Paul	74555	\$	22.55
Jones, Trista	81835	\$	87.66
Jones, Trista	81837	\$	44.29
Jones, William McCoy	68001	\$	22.55
Jordan, Junior	51257	\$	80.30
Jordan, Tiffany	79563	\$	51.16
K B Bookkeeping & Tax	15866	\$	202.86
Keese, Kristin	81143	\$	91.67
Keese, Mark	80619	\$	17.60
Keese, Mark	80625	\$	17.60
Keese, Mark	80627	\$	17.60
Keese, Mark	80629	\$	17.60
Keese, Mark	80633	\$	1.03
Keese, Mark	82171	\$	17.60
Keller, Jenna	83549	\$	24.70
Kelly, Patrick	17654	\$	9.07
Kelly, Patrick	17658	\$	19.25
Kelly, Patrick	68265	\$	134.52
Kelly, Patrick	68789	\$	16.12
Khalil, Mustafa Favez	74737	\$	182.06
Klemm, Adam Robert	65125	\$	43.45
Lambert, Jacob	83445	\$	68.74
Lambert, Jason	73565	\$	38.84
Lambert, Jason	78987	\$	12.64
Lambert, Jason	78989	\$	17.76
Lambert, Jason	82173	\$	41.03

Lambert, Jason	82175	\$	17.60
Lambert, Jason	82177	\$	17.60
Lambert, Jason	83219	\$	17.60
Lambert, Kathy	62075	\$	9.98
Lambert, Kathy	82551	\$	175.06
Lane, Diana	71739	\$	1.82
Lane, Diana	71743	\$	79.20
Lane, Diana	82197	\$	48.71
Layne, Idamae	74103	\$	40.97
Lee, Kelsie Denise	71285	\$	99.79
Lee, Rodney	73567	\$	40.00
Lee, Shelby	80909	\$	271.74
Lindsay, Melissa	74113	\$	44.38
Logwood, Shelby	68027	\$	41.76
Lomotey, Michael	66501	\$	80.30
Long, Jasmine	82001	\$	127.20
MacArthur, Monique	82003	\$	82.39
Maltz, Barry	68921	\$	36.85
Mangers, Patrice	81905	\$	181.90
Martin, Bailey	82841	\$	116.69
Martin, Tina Renee	74319	\$	59.89
Martinez, Calzada	69037	\$	45.18
Massie, Sharon	74327	\$	40.32
Mattox, Dustin	79545	\$	17.60
Maulbeck, Mateo	80139	\$	141.40
Mayhew, Brenda	74757	\$	43.45
Mayton, Noah	73111	\$	8.85
Mayton, Noah	73113	\$	54.09
McCann, Sharon	83297	\$	17.60
Melvin, James Estate	58049	\$	17.60
Melvin, James Estate	70223	\$	38.95
Merritt, Kiara	83083	\$	98.87
Miller, Ashley Helene	82717	\$	38.71
Miller, Dustin	81909	\$	45.88
Miller, Jacolia	73189	\$	74.28
Miller, Seth Gavin	72389	\$	330.51
Minnis, Chester	13070	\$	57.75
Mitchell, Jennifer Lynn	72205	\$	43.45
Monroe, Harold	73811	\$	19.25
Monroe, Harold	80823	\$	41.43
Moon, Nataziah	81689	\$	40.14
Moon, Ranata	79445	\$	49.08
Moore, Russell	82111	\$	75.68
Moore, Russell	83487	\$	32.31
Moore, Russell	83489	\$	70.19
Moore, Shuntae Lamon	69201	\$	57.75
Moore, Shuntae Lamon	79711	\$	43.62
Moore, Shuntae Lamon	79713	\$	98.69
Moore, Shuntae Lamon	82629	\$	104.35
Moorefield, Elizabeth	82399	\$	39.93
Moorman, Bonita	79313	\$	90.01
Moorman, Shannon	68851	\$	38.35

Morris, David	80201	\$	28.43
Myers, Chase	83099	\$	91.67
Myers, Iuwanti	81001	\$	63.95
Myers, Jessica	80377	\$	111.06
Myers, Tori	66085	\$	83.17
Myers, Tori	72363	\$	50.34
Nuco2 Supply Inc	64051	\$	7.77
Nuco2 Supply Inc	66767	\$	10.25
Nuco2 Supply Inc	68295	\$	15.45
Owen, Kris	81351	\$	33.76
Owen, Kris	81495	\$	55.93
Paggans, Robert William	63009	\$	36.72
Palmer, Jonathan	83525	\$	36.39
Palmer, Shannon	69605	\$	22.55
Pannell, Blake	79283	\$	63.11
Pannell, Blake	82351	\$	39.81
Pannell, Blake	82353	\$	81.78
Pannell, Everlean	80469	\$	92.77
Pannell, Sherman	15520	\$	22.55
Pannell, Sherman	61339	\$	22.55
Pannell, Sherman	71995	\$	224.02
Pannell, Sherman	73817	\$	132.90
Pannell, Sherman	73819	\$	104.99
Patel, Priya	81869	\$	67.51
Patrick, Broderick	66015	\$	17.60
Patrick, Broderick	67393	\$	54.45
Patrick, Broderick	82451	\$	330.41
Payne, Brandon	80445	\$	20.90
Payne, Cindy	62739	\$	37.86
Payne, John C	56083	\$	80.30
Payne, John C	62537	\$	80.30
Payne, Keisha	80223	\$	67.08
Peace of Pie	75093	\$	146.67
Pennington, Tina Marie	79683	\$	76.05
Perkins, Harold Jerry	13532	\$	20.90
Perkins, Harold Jerry	73731	\$	35.30
Petty, Virginia Harris	71415	\$	40.32
Phillips, Sarah	83555	\$	48.60
Plumley, Ashley	70841	\$	57.75
Plumley, Ashley	79643	\$	99.14
Poindexter, Frank	81113	\$	110.80
Poindexter, Frank	81115	\$	26.44
Pollard, Elaine	67055	\$	115.83
Pollard, Elaine	68563	\$	22.55
Pollard, Elaine	73735	\$	38.23
Pollard, William E	65655	\$	14.28
Powell, Benjamin Carroll	74441	\$	22.55
Powell, Benjamin Carroll	79841	\$	40.15
Powell, Bianca	71159	\$	80.46
Powell, Bianca	81295	\$	59.48
Powell, Marva	80099	\$	17.60
Powell, Marva	82873	\$	17.60

Power, Annette	82345	\$	17.60
Primo Water Corp	77701	\$	14.74
Primo Water Corp	54391	\$	46.54
Pritchett, James Edward	53327	\$	17.60
RLF Iron Erectors Inc	69971	\$	16.06
Ramirez, Sanchez	79929	\$	55.54
Ramsey, Raymond III	82007	\$	80.48
Ramsey, Raymond III	82009	\$	19.25
Ramsey, Raymond III	82011	\$	42.70
Reed, Edward	81039	\$	36.85
Reed, Edward	81041	\$	36.85
Reed, Edward	81043	\$	51.62
Reyes, Herrera	81359	\$	36.85
Reynolds, Albert Mclinden	73881	\$	7.11
Reynolds, Jack	73149	\$	103.91
Rice, Jenny	83709	\$	85.93
Rice, Krystal Lee	74123	\$	128.23
Rice, Krystal Lee	74125	\$	50.35
Rivera-Murtaza, Ivette	73273	\$	44.53
Robbins, Deborah	58921	\$	20.90
Robbins, Deborah	72417	\$	20.90
Roberts, Stephanie	82033	\$	90.25
Roberts, Stephanie	83085	\$	102.41
Robertson, Shea	83581	\$	17.60
Robinson, Ashyna	81451	\$	121.08
Robinson, Davon	74339	\$	49.78
Robinson, Dionta	81701	\$	17.60
Robinson, Jerome Delonta	71161	\$	22.55
Robinson, Roy Jr	81493	\$	49.44
Robinson, Roy Jr	82107	\$	43.34
Robinson, Saundra	83257	\$	41.89
Rogers, Elizabeth	57299	\$	50.79
Rosser, Jennifer	79695	\$	20.90
Rousey, Sharon	74851	\$	166.91
Ruiz, Juanez	83197	\$	53.24
Sanchez, Diaz	81577	\$	37.38
Sanchez, Diaz	82957	\$	55.18
Sanchez, Diaz	82959	\$	63.48
Sanchez, Garcia	83427	\$	17.60
Sanchez, Garcia	83429	\$	45.42
Schwochow, Robin Kaye	71373	\$	22.55
Scott, Dresden	80299	\$	43.84
Seaholtz, John II	80143	\$	33.91
Senga, Deborah	81767	\$	61.34
Senga, Jean	81823	\$	96.08
Senga, Jean	83017	\$	17.60
Shinn, Sabrina	83039	\$	26.61
Slayton, Raven Sheree	62215	\$	146.29
Smith, Casey	81093	\$	159.57
Smith, Cody	68153	\$	45.55
Smith, Cody	82675	\$	153.47
Smith, Dillon	79791	\$	111.56



Smith, Dillon	82683	\$	39.20
Smith, Treasia	70867	\$	43.22
Smith, Treasia	81133	\$	104.74
Southernland, Samantha Lee	71087	\$	46.47
Spidle, Michael	74443	\$	645.95
Starnes, Kristen	63903	\$	67.42
Stevens, Ashley	72993	\$	84.60
Stevens, Rebecca	82789	\$	9.98
Stevens, Scott	63231	\$	41.64
Stevens, Scott	63233	\$	100.82
Stevens, Scott	72369	\$	244.29
Stewart, James Darrell Jr	79737	\$	77.43
Still, James	83181	\$	51.88
Still, James	83183	\$	17.60
Stone, Donna	68845	\$	17.60
Stone, Falisha	81437	\$	42.37
Stone, Falisha	82863	\$	115.47
Stone, Jo'Son	81371	\$	50.79
Stone, Jo'Son	82803	\$	35.30
Stovall, Maxine	82385	\$	126.93
T S Maintenance	65411	\$	112.75
Tant, Duane	83467	\$	98.25
Tant, Duane	83469	\$	121.44
Taylor, Doris	83611	\$	52.87
Thacker, Dustin	55339	\$	17.60
Thacker, Dustin	72255	\$	9.98
Thacker, Dustin	74021	\$	77.40
Thacker, Dustin	80953	\$	42.64
Thacker, Dustin	82439	\$	17.60
Thacker, Janet	80927	\$	31.27
Thacker, Janet	82415	\$	49.08
Thacker, Janet	82417	\$	38.10
Thomas, Adettra A	69801	\$	121.77
Thomas, Wanda C	11664	\$	20.90
Thompson, Tiffany	82035	\$	36.85
Thornhill, Paige Amber	71447	\$	44.70
Thornhill, Paige Amber	81319	\$	81.31
Thornhill, Paige Amber	82753	\$	37.98
Thurman, Randi	82057	\$	59.82
Thurman, Randi	83245	\$	17.60
Tice, Corlis	80603	\$	111.56
Tice, James Jr	80883	\$	80.25
Toews, Aisha	80355	\$	63.06
Toews, Aisha	81657	\$	19.25
Touchel Communications	75097	\$	30.65
Trent, Kelby	80305	\$	46.66
Tuck, Earl	80977	\$	44.29
Tuck, Earl	82475	\$	17.60
Tucker, Agnes	80683	\$	34.57
Tucker, Agnes	80685	\$	17.60
Tucker, Agnes	82199	\$	36.39
Tucker, Alisha	80027	\$	20.90

Tucker, Brenda Sue	73029	\$	22.55
Tucker, Shannon	75099	\$	58.67
Tweedy, Elizabeth	74665	\$	38.35
Tweedy, Patrick	14450	\$	491.34
Unity Funeral Home	15002	\$	810.70
Valentine, Kwamane	79763	\$	8.85
Valentine, Kwamane	79765	\$	17.60
Vapor Bound LLC	75083	\$	88.00
Vazquez, Chinchilla	74781	\$	148.72
Vennable, Andrea	74571	\$	181.13
Viar, Ashley	71281	\$	19.25
Viar, Ashley	81313	\$	77.72
Virginia Truck Center	80485	\$	388.66
Waller, Alen	81769	\$	19.25
Waller, Bertha Mae	60665	\$	80.30
Waller, Bertha Mae	69079	\$	46.63
Waller, Chardaisha	83247	\$	36.51
Waller, Felicia	80483	\$	54.21
Waller, Kimberly	68835	\$	36.85
Waller, Kimberly	72203	\$	43.97
Waller, Kimberly	82411	\$	69.10
Waller, Markita	82697	\$	51.16
Ward, Jacob	81801	\$	17.60
Warner, Kristene	83471	\$	17.60
Watson, Dejzha	83369	\$	63.00
Weeks, Heather	81705	\$	66.41
Weldon, Bethany	79979	\$	63.61
Wilhelm, Jeffrey	82013	\$	17.60
Williams, Courtney	82743	\$	17.60
Williams, De'Driana	81555	\$	48.43
Williams, Randall	83621	\$	54.09
Wilson, Aaliyah	83559	\$	117.30
Wilson, Darren	82067	\$	110.71
Wilson, Julius	83351	\$	46.03
Wood, Amanda Marie	79957	\$	120.90
Woodruff, Sharon Elizabeth	70575	\$	40.15
Woodruff, Sharon Elizabeth	79375	\$	50.45
Woodruff, Sharon Elizabeth	79377	\$	71.54
Woodruff, Sharon Elizabeth	82403	\$	17.60
Worley, Gregory Bryce	79847	\$	88.64
Worley, Stephanie M	68653	\$	30.85
Worley, Stephanie M	72009	\$	62.70
Wright, Ashley RYanne	69041	\$	74.77
Yeatts, Brian	74591	\$	154.15
Yellowhammer Salon Group	83715	\$	273.57
Yuille, Vernice Scott	73619	\$	41.61
ZED Enterprises	69977	\$	5.87

**TOWN OF ALTAVISTA  
DELINQUENT PERSONAL PROPERTY TAXES**

**August 18, 2023**

**2018 TAX YEAR**

(Recommended write-off)

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>	<u>TAX AMOUNT</u>
A & A Syndicate Corp	69965	\$ 129.25
Adams, Kodie	73065	\$ 24.20
Adams, Richard 3rd	69453	\$ 24.20
Adams, Richard 3rd	71035	\$ 44.43
Armistead, Franchesca	67677	\$ 62.16
Armistead, Franchesca	70861	\$ 45.76
Berger, Willie Carl	68809	\$ 44.59
Berger, Willie Carl	72193	\$ 24.20
Bogert, Katherine	61073	\$ 24.20
Bogert, Katherine	62579	\$ 24.20
Bowling, Michelle	71187	\$ 57.01
Breaux, Kayleigh	73219	\$ 89.69
Brown, Shana Matirs	58659	\$ 24.20
Brown, Shana Matirs	58661	\$ 24.20
Brown, Shana Matirs	58663	\$ 24.20
Burroughs, Ashley	71121	\$ 43.93
Calloway, Gwendolyn	70753	\$ 24.20
Carr, William	67639	\$ 24.20
Davis, Jeremy	63691	\$ 24.20
Davis, Jeremy	63693	\$ 32.81
Dino's Sportsbar	66775	\$ 91.67
Doss, Jarrett	72103	\$ 147.38
Elliott, Richard	64507	\$ 9.73
Elliott, Richard	64509	\$ 8.07
Elliott, Richard	64511	\$ 24.20
Elliott, Richard	68725	\$ 24.20
Freeman, Hannah	69725	\$ 55.37
Greene, Christopher	69699	\$ 24.20
Hacker, Catherine	73091	\$ 13.72
Hacker, Catherine	73093	\$ 59.52
Harris, Robert Estate	72939	\$ 46.42
Hudson, Neah	67901	\$ 42.77
Hyman, Jerome	66339	\$ 42.11
Hyman, Jerome	66341	\$ 24.20
Jackson, Dacorian	73019	\$ 61.48
Jones, Nicholas	71189	\$ 94.16
Jones, Nicholas	71191	\$ 81.40
Jones, Nicholas	73075	\$ 24.20
Jones, William	68001	\$ 24.20
Jordan, Junior	51257	\$ 24.20
Klemm, Adam Robert	65125	\$ 24.20
Lacy, Michael	72849	\$ 35.32
Lee, Terry Colbert	69005	\$ 67.29
Lomotey, Michael	66499	\$ 66.31

Lomotey, Michael	66501	\$	24.20
Martin, Tina	67761	\$	79.57
Martinez, Calzada	69037	\$	49.24
Miller, Charles Joseph	61705	\$	24.20
Miller, Seth	72389	\$	106.60
Mitchell, Jennifer Lynn	72205	\$	24.20
Myers, Stevie Clinton	72147	\$	15.89
Myers, Stevie Clinton	72149	\$	74.92
Nelson, Shawntae	70795	\$	60.34
Paggans, Robert W	63009	\$	9.73
Payne, John C	56083	\$	24.20
Payne, John C	62537	\$	24.20
Perkins, Harold	62741	\$	24.20
Petty, Virginia	71415	\$	43.27
Petty, Virginia	72707	\$	24.20
Pollard, William	65655	\$	15.33
Pollard, William	67059	\$	44.43
Powell, Benjamin Carroll	72823	\$	24.20
Reynolds, Albert	72071	\$	24.20
Rivera-Murtaza Ivette	73273	\$	48.40
Robinson, Carl	72323	\$	24.20
Robinson, Jerome	71161	\$	24.20
Schwochow, Robin	71373	\$	24.20
Slayton, Raven Sheree	62215	\$	57.86
Smith, Rejoice	73323	\$	44.75
Southerland, Samantha	71087	\$	50.06
Southerland, Samantha	72839	\$	24.20
Sova Firearms	69953	\$	80.67
Strope, Richard	68083	\$	24.20
Thomas, Adretta	69801	\$	29.97
Towler, Jamie Lee	68701	\$	43.60
Towler, Jamie Lee	68703	\$	24.20
Towler, Jamie Lee	68705	\$	24.20
Waller, Bertha	60665	\$	24.20
Waller, Bertha	69079	\$	51.57
Waller, Tracy	72527	\$	54.87
Waller, Vanessa	70819	\$	37.43
Witte, Gregory	73001	\$	24.20
Witte, Gregory	73003	\$	24.20
Woodruff, Sharon	70575	\$	24.20
Worley, Stephanie	68653	\$	10.57
Worley, Stephanie	72009	\$	24.20

**TOWN OF ALTAVISTA  
UNCOLLECTED TAXES AMOUNTING  
TO LESS THAN \$20.00 FOR WHICH  
NO BILLS WERE SENT  
As Of August 18, 2023**

**REAL ESTATE TAXES**

Unknown Owner	76403	\$ 6.76
---------------	-------	---------

**PERSONAL PROPERTY TAXES**

**None**

**TOWN OF ALTAVISTA  
DELINQUENT REAL ESTATE TAXES  
August 18, 2023  
(RECOMMENDED WRITE-OFF)**

**TAXPAYER NAME**

**TAX ROLL NUMBER**

**TAX AMOUNT**

None



TOWN OF ALTAVISTA  
TOWN COUNCIL WORK  
SESSION  
August 22, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 5.3

**NEW ITEMS FOR DISCUSSION**

**Title: Altavista Police Department - Surplus Request**

**Staff Resource: APD Chief Tommy Merricks**

---

**Action(s):**

Town Council to hear Staff's request and consider approval.

**Explanation:**

Chief Merricks is requesting Council's permission to declare five (5) Watchguard, in-car cameras, as surplus; and to allow the APD to donate the cameras to the Appomattox County Sheriffs Office.

Chief Merricks is requesting, if Council is in consensus, that the item be placed on the September 12th Regular Meeting Consent Agenda for official approval.

**Background:**

The in-car cameras are obsolete to the APD; as they upgraded to Axon in-car cameras.

Appomattox has indicated a need/use for the cameras.

**Funding Source(s):**

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



TOWN OF ALTAVISTA  
TOWN COUNCIL WORK  
SESSION  
August 22, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 5.4

**NEW ITEMS FOR DISCUSSION**

**Title: Water and Wastewater Policy for Infrastructure Improvements**

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

---

**Action(s):**

Staff has requested discussion for this matter.

**Explanation:**

**Background:**

At Town Council's August 8th regular meeting, the Town Manager asked for this item to be moved to the August 22nd Work Session.

**Funding Source(s):**

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

*attachment. Water and Wastewater Infrastructure Improvement Policy (002)*



## TOWN POLICY ON OFF SITE INFRASTRUCTURE IMPROVEMENTS FOR LARGE HOUSING AND REHABILITATION DEVELOPMENTS

This policy will apply to projects of a minimum of ten (10) dwelling units where the current Town water and/or sewer infrastructure is insufficient to service the new Development. All improvements within the Development's property line will be the sole cost and expense of the Developer.

The Town will consider contributing to the cost for the installation of new water and/or wastewater improvements up to the Development's property line. The Town is under no obligation to contribute to any costs to install or upgrade any infrastructure for the Development. Each such Development project will be internally evaluated by the Town to determine its financial implications and benefits to the Town. The Town Council will make final determination of how much (if any) or what percentage (if any) of the costs and in what manner (in kind or credits) the Town will contribute to any such costs for such off-site infrastructure work.



TOWN OF ALTAVISTA  
TOWN COUNCIL WORK  
SESSION  
August 22, 2023  
AGENDA COVER SHEET

AGENDA ITEM #: 8.1

**CLOSED SESSION**

**Title: Altavista Town Council CLOSED Session**

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

---

**Action(s):**

Convene in Closed Session, accompanied by Town Attorney

**Explanation:**

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

Section 2.2-3711 (A)(8) Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

**Background:**

**Funding Source(s):**

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

[\*attachment. CLOSED SESSION 8.22.23\*](#)

## TOWN COUNCIL CLOSED SESSION

DATE: Tuesday, August 22nd, 2023

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

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

*Section 2.2-3711 (A)(8)* Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

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

Motion carried.

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

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

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

### FOLLOWING CLOSED SESSION:

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

### CERTIFICATION OF CLOSED MEETING

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

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

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

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

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

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