

Town of Altavista

Meeting Agenda

Town Council Meeting

J.R. "Rudy" Burgess Town Hall
510 7th Street
Altavista, VA 24517

Tuesday, September 8, 2015

7:00 PM Regular Council Meeting

- 1. Call to Order**
- 2. Invocation**
- 3. Approval of Agenda**
- 4. Recognitions and Presentations**
 - a. Mark Thomas, Community Relations Coordinator, Southside Cooperative
- 5. Public Comment**

This portion of the meeting is to receive comments from the public on items not included in this agenda. Citizens should sign up prior to the start of the meeting. The Council is interested in hearing your concerns, but may take no action or deliberate on the subject matter at this time. Topics requiring further investigation will be referred to the appropriate town officials or staff and may be scheduled for a future agenda. Each speaker limited to 3 minutes with a total of 15 minutes allotted for this purpose.

6. Consent Agenda

NOTE: All items under the Consent Agenda are considered routine by the Town Council and will be enacted by one motion and vote. There will be no separate discussion of items unless a request by a Council Member is made prior to the time of the Town Council voting on the motion. In such an event, the item will be removed, without debate, from the general order of business and considered in its normal sequence.

- a. Approval of Minutes – Regular Meeting August 11th ; Work Session August 25th
- b. Acceptance of Monthly Finance Reports
 - i. Invoices
 - ii. Revenues & Expenditures Report
 - iii. Reserve Balance/Investment Report
- c. Departmental Reports

7. Public Hearings (None Scheduled)

- a. Certificate of Public Convenience and Necessity – Vehicle for Hire

8. New/Unfinished Business

- a. Recreation Committee Recommendation – English Park Loop Road modification
- b. Police Residency Incentive Policy
- c. Delinquent Taxpayer's List publication and Write Offs
- d. Economic Development Marketing – *Town's Tagline*
- e. VDOT "HB2" Transportation Funding Application Update/ Resolution

9. Reports

- a. Town Manager's Report

10. Informational Items/Late Arriving Matters

- a. Correspondence/Articles
- b. Calendars - September & October

11. Matters from Council**12. Closed Session**

Section 2.2-3711 (A)(1) – Discussion or consideration of prospective candidates for appointment to the Altavista Economic Development Authority.

13. Adjournment**UPCOMING COUNCIL MEETINGS/ACTIVITIES**

(All meetings are at Town Hall unless otherwise noted)

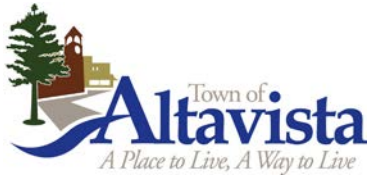
Tuesday, September 22nd @ 5:00 p.m. Town Council Work Session

Tuesday, October 13th @ 7:00 p.m. Town Council Regular Meeting

Tuesday, October 27th @ 5:00 p.m. Town Council Work Session

Notice to comply with Americans with Disabilities Act: Special assistance is available for disabled persons addressing Town Council. Efforts will be made to provide adaptations or accommodations based on individual needs of qualified individuals with disability, provided that reasonable advance notification has been received by the Town Clerk's Office. For assistance, please contact the Town Clerk's Office, Town of Altavista, 510 Seventh Street, Altavista, VA 24517 or by calling (434) 369-5001.

Thank you for taking the time to participate in your Town Council meeting. The Mayor and Members of Council invite and encourage you to attend whenever possible because good government depends on the interest and involvement of citizens.



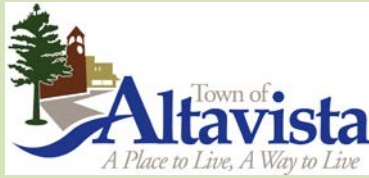
Agenda Item: 4a

**ALTAVISTA TOWN COUNCIL
Agenda Item Summary - Staff Report**

Date: September 8, 2015
To: Mayor Mattox and Council members
FROM: Waverly Coggsdale, Town Manager
SUBJECT: Recognitions/Presentations

Presentation(s)

- ❖ Mark Thomas, Community Relations Coordinator, Southside Electric Cooperative
 - *Requested a few minutes to update Council on current activities.*



Agenda Item: 6 a-c

**ALTAVISTA TOWN COUNCIL
Agenda Item Summary - Staff Report**

Date: September 8, 2015
To: Mayor Mattox and Council members
FROM: Waverly Coggsdale, Town Manager
SUBJECT: Consent Agenda

One motion to approve the Consent Agenda will include each motion for the specific items listed below:

Minutes: *Regular Meeting August 11th; and Work Session August 25th
(Motion to Approve the Minutes as presented or amended.)*

Monthly Finance Reports: *Invoices, Revenues & Expenditures Report, and Reserve Balance/Investment Report
(Motion to Accept the Finance Reports)*

Departmental Reports
(Motion to accept Departmental Reports)

Regular Council Meeting—August 11, 2015

The meeting of the Council of the Town of Altavista was held in the Council Chambers of the J.R. Burgess Municipal Building, 510 Seventh Street on August 11, 2015 at 7:00 p.m.

1. Mayor Mattox called the meeting to order and presided.
2. Rev. Sam Knaus, First Southern Baptist Church, gave the invocation.

Council members
present:

Mayor Michael Mattox
Mrs. Micki Brumfield
Mr. Charles Edwards
Mr. Tracy Emerson
Mr. Timothy George
Mr. Jay Higginbotham

Council members
absent:

Mrs. Beverley Dalton

Also present:

Mr. J. Waverly Coggsdale, III, Town Manager
Mrs. Tobie Shelton, Finance Director
Mr. David Garrett, Public Works/Utilities Director
Mr. John Eller, Town Attorney
Mrs. Mary Hall, Administration

3. Mayor Mattox advised of the addition of an item (Bedford Avenue Waterline Project/Change Order #2) to the agenda and asked if there were any questions regarding the amended agenda.

A motion was made by Mr. Emerson, seconded by Mr. George, to approve the agenda as amended.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

4. Recognitions and Presentations

- i. Phillip Jacob—25 years of service
- ii. Terry Howell—10 years of service
- iii. Freddie Jefferson—5 years of service

Mayor Mattox recognized Mr. Phillip Jacobs for 25 years of service with Public Works Department. Mr. Terry Howell for 10 years of service with the Wastewater Treatment Plant and Mr. Freddie Jefferson for 5 years of service with the Police Department and thanked them for their dedication to the town.

- iv. Region 2000 Business and Economic Development Alliance (Megan Lucas)

Mrs. Megan Lucas, CEO, Virginia Region 2000 Business & Economic Development Alliance, addressed Council presenting a flyer in regards to the alliance. This flyer communicates what the Alliance has done in one year.

Regular Council Meeting—August 11, 2015

Mr. Higginbotham asked how many industries have moved into the area in the last few years.

Mrs. Lucas advised one announcement was made last year; Lindenburg Industries plans to move into Appomattox County and bringing 350 jobs. She noted this was the first new industry to come to the region in the last 10 years. Mrs. Lucas advised she will be on marketing missions to Chicago, Illinois and Washington D.C.

Mrs. Lucas advised the Board of Directors of Region 2000 Alliance and the Lynchburg Region of the Chamber of Commerce have voted to merge; dissolving two organizations to create one that is regionally focused on business issues from entrepreneurial ship to manufacturing. Mrs. Lucas noted the state is conducting a study looking for 100 acre sites and is deficit in sites that are pad ready.

5. Public Comment

Mayor Mattox asked if anyone would like to speak on anything not listed on the agenda. No one came forward.

6. Consent Agenda

- a) Minutes- Regular Meeting July 14; Work Session July 28th –The Council approved the minutes of the Council meeting and work session.
- b) Monthly Finance Reports-Council approved the monthly reports
 - i. Invoices
 - ii. Revenues & Expenditures Report
 - iii. Reserve Balance/Investment Report
- c) Departmental Reports-Council approved the departmental reports

A motion was made by Mr. Emerson, seconded by Mr. George, to approve the items as listed on the consent agenda.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

7. Public Hearings

None scheduled.

8. New/Unfinished Business

a. Fiscal Year 2015 Year End Budget Amendments/Transfers

Council was presented with a memorandum that sets forth the FY2015 Year End Budget Amendments that cover previous decisions by Town Council. Mrs. Shelton advised the total amount of the budget amendments is \$3,305,310, with the bulk being the cost of the contract awarded for the Bedford Avenue Waterline Replacement project (\$3,066,500). The budget amendments increase the General Fund budget by \$42,910 and the Enterprise Fund budget by \$3,262,400. The amendments are funded by \$9,140 (new or existing revenue); \$27,770 (General Fund Reserves) and \$3,268,470 (Enterprise Fund Reserves)

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Council previously gave staff the authority to make budget modifications when the items were within the same budget categories. The total amount of the departmental transfers was \$218,200. Breakdown of the transfers by department: Administration \$26,400; Police \$18,500; Public Works (GF) \$13,250; Economic Development \$3,200; Non-Departmental \$23,100; Highway Funds \$24,800; Water \$68,250; Wastewater \$40,500; and Cemetery \$200. She advised staff is recommending adoption of the budget amendments to reconcile the previous actions of Council and complete the process.

Mr. Higginbotham questioned what the ACTS marketing plan was for.

Mrs. Shelton advised this line item is for the Altavista Community Transit System.

Mr. Coggsdale noted this is a marketing piece required by the Department of Rail and Transportation.

A motion was made by Mr. Edwards, seconded by Mr. Emerson to approve the budget amendments as presented.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

b. Consideration of MOU with VACP for Police Chief Selection Process

Mr. Coggsdale stated given the high profile nature of the Police Chief position, felt it is important to have a recruitment framework to ensure a thorough and efficient recruitment and selection process. Per the Town Code it is the Town Manager’s responsibility to appoint a Police Chief. In order to uphold this responsibility effectively and within a reasonable timeframe, a clear and confidential process that is void of inappropriate influences needs to be preserved to ensure that the best and brightest candidates emerge from a regional/statewide recruitment process. Mr. Coggsdale recommended engaging the services of a professional organization to assist in this effort. The Virginia Association of Chief of Police (VACP) consults with local governments to provide recruitment and selection services noting they have conducted Police Chief Recruitments in a number of communities in Virginia. He presented Council with a proposed agreement with the VACP for consideration; the fee is a not to exceed cost of \$8,000.

Mr. Higginbotham asked Mr. Coggsdale how strongly he felt about this.

Mr. Coggsdale replied strongly.

Mr. Higginbotham asked if he would take the money out of his salary.

Mayor Mattox advised this was an inappropriate question.

Mr. Coggsdale responded “no sir” advising we all have things we do some better than others; this is a key position.

Mr. Higginbotham asked Mr. Coggsdale if he is seeking help with the hiring process.

Mr. Edwards stated this is an important endeavor; he advised he has had conversations with a retired gentleman who was in charge of the Blue Ridge Regional Jail for a number of years. This gentleman has agreed to help identify a committee to help in the recruitment process at no charge. Mr.

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Edwards advised he has also been in touch with a retired personnel manager who is very capable of this type of process as well and is willing to serve. He felt a qualified committee could be put together at no cost to the town.

Mayor Mattox stated this organization (VACP) does this type of recruitment on a regular basis; looking at past history felt this action is necessary. He suggested having this organization vent applicants to this location and then have a committee of residents and businesses to help in the selection process.

Mr. Higginbotham asked why Council would waste \$8,000 of the Town's money when there are local professionals who are willing to assist.

Mr. Emerson stated the Virginia Association of Chief of Police look at people on paper and did not feel the Town would necessarily get the best person from people who don't know Altavista. Mr. Emerson stated he does know the person Mr. Edwards is referring to and he is a very respectable person and he is in agreement with Mr. Edwards and Mr. Higginbotham on the recruitment process.

A motion was made by Mr. Higginbotham, seconded by Mr. Emerson, to contact the retired gentlemen who have agreed to assist with the recruitment of a Police Chief.

Mr. George asked if the persons serving on the committee would be locals.

Mr. Edwards stated he was inclined to respond yes; he said the retired gentleman stated he would be happy to serve and that there should be several on the committee not just one but the discussion did not entail where these people would come from. Mr. Edwards suggested Council approve the concept at this time and approve the committee members at a later date.

Mayor Mattox noted he has sat through two of these Police Chief Recruitment processes and with the first one there were local officials and human resources from Lynchburg, members from the Sheriff's Department and this did not work out. The second one did not work out either. Mayor Mattox asked Council if there wasn't a need for help from someone other than someone in law enforcement. He stated the Town Manager selects the Police Chief and felt he should have a great amount of input on who serves on the Advisory Board.

Mr. Edwards asked if Council could agree on the two he has referenced, he would be happy to have the conversation with the town manager to disclose who they are. He felt the town manager should be a part at that point noting this is the town manager's final decision not the committee's decision. He feels those two people could do a great job with the appropriateness and qualifications of those who apply.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

c. Water Plant Emergency Repair Bids

Mr. Coggsdale advised per Section 2-235 of the Town Code, staff has proceeded with emergency purchase of services related to the repair of items damaged at the Water Treatment Plant. He presented Council with a letter closing the process.

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RE: Written Notice of Emergency Purchases – Water Treatment Plant

In the early hours of Wednesday, July 22nd a failure in the finished water header pipe occurred, which forced the closure of the Water Treatment Plant (WTP). This resulted in water being supplied by the Campbell County Services Authority (CCUSA) on a temporary basis to the Town of Altavista to meet the needs of our customers. The WTP was brought back online partially on Sunday, July 26th and Town staff and our engineers concluded that additional repair work would be needed to bring the WTP back up to full capacity.

A contract was awarded to Littleton & Associates, on Friday, August 7, 2015 in the amount of \$102,600 for the emergency repairs, which includes repairs to concrete and new piping for the pipe header to reroute the finished water outside of the clear well. Littleton & Associates was selected based on their bid for the work was the lowest of the three received and their ability to begin work immediately.

This emergency purchase is done in accordance with Section 2-335 of the Altavista Town Code.

This written notice was endorsed by the Altavista Town Council on Tuesday, August 11, 2015 at their regular meeting.

J. Waverly Coggsdale, Clerk
Town of Altavista

Mr. Higginbotham questioned if the \$102,600 included the pumps.

Mr. Garrett advised this amount did not include the pumps noting two finishing pumps need to be replaced. Along with the pumps they are proposing to put in the variable speed drives, programmable logistic controls and an altitude valve. He mentioned the \$102,600 is the low side of the repairs.

Mayor Mattox asked for a timeline on where this is.

Mr. Garrett advised it would be at least 7 weeks. He mentioned they are depending on two pumps to supply water and they are running 24 hours a day with any additional water being pulled from CCUSA

A motion was made by Mr. Edwards, seconded by Mr. Emerson, to adopt the written notice of emergency purchase.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

d. Bedford Avenue Waterline Project—Change Order #2

Mr. Coggsdale presented Council with a proposed change order (Change Order #2) related to the Bedford Avenue Waterline Project. This change order relates to the contractor’s request to pave the length of Bedford Avenue between the limits of the patches on the street. The first patch is in the vicinity of the Altavista Combined School and the other is in the vicinity of West Road, encompassing approximately one mile. He advised VDOT specifications require that each patch across the street be milled 25 feet on both sides of the patch and repaved. The contractor has proposed to pave the entire width of Bedford Avenue between the limits of the patches for a cost addition of \$73,040, believing that this will be a much better end product than multiple 50 foot wide patches along the length of Bedford Avenue. The Town does not maintain Bedford Avenue; paving is a function of VDOT for this street. Mr. Coggsdale advised he has contacted VDOT Lynchburg District to discuss the proposed change order. It was indicated this would be reviewed

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with the VDOT staff and would get back to the Town on this matter. The engineer asked if funds can be identified would the Town be willing to cost share.

Mr. Higginbotham suggested not doing anything, getting a credit from the contractor, DLB, Inc., and work with VDOT to pave next spring.

Mr. Coggsdale noted Bedford Avenue is not on VDOT's list for paving.

Mr. Higginbotham felt it was better to let the patches run through the winter to correct any water leaks that may occur.

Mr. Coggsdale stated he would check to see how much a credit would be.

Mr. Edwards asked if DLB would consider paving in the spring.

Mr. Coggsdale stated he would contact VDOT and DLB and would advise Council.

9. Reports

a. Town Manager's Report

Bedford Avenue Waterline Project (Project 1A)

- Waterline installation is complete.
- Sidewalks are being installed
- Substantial Completion Date: August 3, 2015 Final Completion Date: September 2, 2015

WWTP EOP – PCB Remediation

Mr. Coggsdale presented Council with an emergency overflow pond update noting DEQ would meet on Wednesday, August 12, 2015 to discuss dates for the Informal Fact Finding Proceedings. He advised he has had no communication with the EPA. Mr. Coggsdale advised Dr. Kevin Sowers, UMBC, retrieved samples during his mid-June visit and anticipates having results in the next month or so. Dr. Scott Lowman, Institute of Advanced Learning and Research, had deployed test pots and is proceeding with data gathering. Sampling will begin in about two weeks to gather preliminary data with additional sampling at the end of October/November. This is anticipated to be a 12-18 month process to incorporate several growing seasons. Dr. Jerry Schnoor, University of Iowa has requested the Town's assistance, through the construction of two berms in the pond. He advised staff submitted this to Mr. Steve Rock, EPA Research & Development Office for his review with no response to date. The request for the Treatment Plot would be for berm construction to extend off Plot #5 for a distance of approximately 130 feet, for the reference plot to extend off the bank of the EOP a distance approximately 25 feet on the river side of the EOP. Mr. Coggsdale noted the request does not state to what extent testing will occur as to measure effectiveness of the project and asked will there be any pre-treatment testing. Mr. Coggsdale mentioned the project states that willows and poplars will be planted along with grasses. He asked if any of the existing plots could be utilized as the treatment or reference plots rather than constructing new plots.

Mayor Mattox asked how we would know if this is still a hot spot.

Mr. Higginbotham asked Mr. Garrett if he had enough material to build the berm.

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Mr. Garrett advised he did.

Council discussed the method for installing the berm.

Mr. George asked how many PCBs have been remediated with the other berms.

Mr. Higginbotham advised there is one hot spot in Plot #7.

Mr. George asked if anything has been learned from the scientific results.

Mr. Higginbotham advised Council does not have the results; noting someone needs to test the white pipes that are already down and that would give you a correlation of where the roots and samples are.

Mr. George stated his point is why would Council continue to move forward with samples when they don't know the results of samples already gotten.

Mr. Higginbotham stated one of the premier PCB professionals; Dr. Jerry Schnoor, wants to put a berm around what has 10 to 17,000 parts per million with 18 inches of soil and plant trees.

Mayor Mattox asked for a rough estimate of how much this will cost. Who will pay for three months of work? He questioned if Dr. Schnoor will cover these costs.

Mr. Coggsdale thought Dr. Schnoor would pay for the testing. Dr. Schnoor wants the Town to pay for building the berm.

Mr. Higginbotham stated there has to be a berm somewhere to separate the water from the sludge.

Mr. Edwards noted the area Dr. Schnoor is referring to has a high concentration of PCBs and felt this was the reason for Dr. Schnoor choosing this location. Mr. Edwards stated he wasn't sure who would be responsible for the testing but wants to make sure Council knows the concentration level before getting started.

Mayor Mattox suggested waiting on the meeting in September with DEQ before moving forward with additional testing.

Mr. Higginbotham felt Council needed to move forward with building the berm.

Mayor Mattox stated the consensus is not one molecule has been removed from the pond other than testing.

Mr. George stated a lot of PCBs will be covered up when building the new berm and also referred to a letter from DEQ dated 2005, stating the town didn't need to do anything but Council has spent a minimum of \$314,000 along with labor cost. Mr. George stated over \$400,000 has been sent in little experiments with little information.

Mr. Higginbotham stated there are areas close to the bank where the water has dried out over the summers and the grass grows up and 90% of it is 50 parts per million.

Mr. George responded that no money was spent on this; it was nature.

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Mr. Higginbotham noted the grass keeps the water from getting out to the hot spots.

Mr. Higginbotham motioned for Mr. Garrett to begin planning how to construct the berm.

Mayor Mattox asked how long this planning would take and was it a good use of town resources at time.

Mr. Emerson stated his concern is Council still does not know what is in the pond and that he is all for testing the entire pond before continuing to spend money on the pond.

Mrs. Brumfield was in agreement with testing of the pond.

Mr. Edwards seconded Mr. Higginbotham’s motion with an amendment to test in the area of the berming.

Mrs. Brumfield felt Mr. Scott Lowman, IALR, should conduct the testing.

Mr. Edwards stated no work would actually be done; this motion is to allow Mr. Garrett to plan the construction of the berm requested by Dr. Schnoor. He felt the area Dr. Schnoor wants to test in is one of the highest concentration areas in the pond.

Mrs. Brumfield asked if it would be beneficial to have the test results before the informal fact finding hearing.

Mr. Eller responded it would be beneficial to have this information to compare to the tests that was run 12 to 15 years ago.

Mrs. Brumfield left the meeting at 8:28 p.m. and returned at 8:29 p.m.

Mrs. Brumfield amended the motion to test the entire pond at a cost not to exceed \$6,000.

Mayor Mattox clarified the motion as follows: the pond would be gridded and tested as in the same manner as the previous testing along with the ones in Plot 5 at a cost not to exceed \$6,000. Mr. Garrett would provide Council with the cost to build a berm for Dr. Schnoor.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

10. Informational Items/Late Arriving Matters

- a. Correspondence/Articles
- b. Calendars-August & September

11. Matters from Town Council

Mr. Emerson referred to a request for Council to look at incentives for officers living in the Town of Altavista. He asked Council to vote on giving any officer living in the town an incentive of \$2,000 annually. He stated officers need to live in town and know the people they are dealing with; living in the community citizens will approach you and let you know what is going on in the area.

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Mr. Emerson motioned that officers living in the Town of Altavista (after their probationary period) have \$2,000 added to their salary annually as an incentive.

Mr. Higginbotham asked for additional time to review this request.

Mayor Mattox tabled this incentive request to the August 25, 2015 Town Council work session.

12. Closed Session

13. Adjournment

Mayor Mattox asked if there was anything else to bring before Council.

The meeting was adjourned at 8:38 p.m.

Michael E. Mattox, Mayor

J. Waverly Coggsdale, III, Clerk

COUNCIL WORK SESSION AUGUST 25, 2015

The work session of the Council of the Town of Altavista was held in the Council Chambers of the J.R. Burgess Municipal Building, 510 Seventh Street, on August 25, 2015 at 5:00 p.m.

Council members
present:

Mayor Michael Mattox
Mrs. Micki Brumfield
Mrs. Beverley Dalton
Mr. Charles Edwards
Mr. Tracy Emerson
Mr. Timothy George

Council members
absent:

Mr. Jay Higginbotham

Also present:

Mr. J. Waverly Coggsdale, III, Town Manager
Mr. Daniel Witt, Assistant Town Manager
Mrs. Tobie Shelton, Finance Director
Mr. David Garrett, Public Works/Utilities Director
Mr. Steve Bond, Wastewater Treatment Plant
Ms. Misty Johnson, Water Plant Superintendent
Mrs. Mary Hall, Administration

- 1. Mayor Mattox called the meeting to order and presided.
- 2. A motion was made by Mr. George, seconded by Mrs. Dalton, to approve the agenda as amended; Zoning Ordinance-Mobile Home Park requirements and WWTP EOP-PCB Update.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes

- 3. Public Comments—Agenda Items Only

Mayor Mattox asked if anyone would like to speak on anything listed on the agenda.

No one came forward.

- 4. Introductions and Special Presentations

- a. Altavista On Track (Jamie Glass)

Ms. Jamie Glass, President of Altavista on Track, addressed Council and gave a brief update on the activities of Altavista on Track presenting an info graph for their review.

Ms. Emelynn Gwynn, Main Street Coordinator, presented the Altavista on Track 2016 Program of work goals. She highlighted three goals AOT will be focusing on this year (1) to increase community awareness of Altavista on Track and its programs of work, (2) business retention: improve relationships with existing businesses, (3) business attraction: make downtown Altavista the desired location for entrepreneurs.

b. ED Marketing Plan Update (Dennis Jarvis)

Mr. Jarvis advised he has been touring Altavista with the Virginia Economic Development Partnership. He briefed Council on the vision of the first phase of the marketing plan for Fiscal Year 2015/2016. He advised the marketing program will cover two facets: traditional economic development and community marketing. He is working with Blair Marketing to create the new campaign and is working on some marketing products: video, brochures/rack cards, online ads and email graphics.

5. Items Contingent for the Regular Meeting

a. VDOT Transportation Priorities/Project Discussion

Mr. Rick Youngblood and Mr. Don Austin were in attendance to review with Council the VDOT Transportation priorities.

Mr. Rick Youngblood explained to Council the newly adopted House Bill 2 (HB2) a funding, ranking, mechanism for transportation projects. He advised a study has been conducted at the Altavista Elementary School and he has some alternatives and recommendations in regards to the congestion in front of the school. Only projects selected through the HB2 will go into the six year program. He noted there are two categories being worked with: statewide competition and a district grant program. Mr. Youngblood advised he and members of VDOT have recently met with Mr. Coggsdale and Mr. Witt regarding the future projects of Altavista including conversation on the Peanut Roundabout at the Main Street/Bedford Avenue intersection. He felt as far as the safety, this intersection was safe and the Peanut Roundabout would be a hard sale if submitting as a HB2 project. He suggested submitting the intersection project as a low cost high benefit re-signaling project. Mr. Youngblood advised the Main Street was discussed as well and they are looking at the possibility of an access management study. He referred back to the Altavista Elementary School location and advised he would be working with Mr. Coggsdale and Mr. Witt to determine which submittal to push forward. A right turn lane from Lynch Mill Road on to Main Street was discussed with Mr. Coggsdale and Mr. Witt as well.

Mr. Coggsdale advised at a later date, he would approach Council to start the process of developing the "Gateway" portion of this project.

Mr. George referred to the foot bridge attached to the Business 29 (Main Street) bridge and asked would it be possible to salvage the wrought iron affixed to the bridge.

Mr. Youngblood advised he would check on this.

Mayor Mattox asked if there was a tentative date for replacement of the bridge.

Mr. Youngblood advised the funding is still short but possibly 2019.

Mrs. Dalton asked about the safety of the bridge.

Mr. Youngblood responded that safety assessments are done routinely with this bridge being fairly safe. The foot bridge has cracked concrete which is falling.

Mayor Mattox thanked Mr. Austin and Mr. Youngblood for what they have done thus far for the town.

b. Bedford Waterline Project Update

Mr. Coggsdale advised the Bedford Waterline project was previously discussed in regards to the paving part. The contractor submitted a change order which

COUNCIL WORK SESSION AUGUST 25, 2015

suggests a seven foot milling on each side with an inch and one half overlay. This would be an increase of \$75,000. Mr. Coggsdale advised several avenues have been reviewed: Option 1 would be to stay with the contract which would be no additional monies, Option 2 would be to mill two strips and overlay at a cost of \$75,000, and Option 3 would be to mill and repave everything at a cost of approximately \$105,000. This would be in the area from the first cut in front of Altavista Combined School to West Road on Bedford Avenue.

Mrs. Dalton asked Mr. Austin for his opinion.

Mr. Austin stated his suggestion would be the third option. He advised the rating for repaving this section is an 81. VDOT does not usually offer funding until the rating is 65 and below. They do offer funding to put a slurry seal on it. He advised VDOT will assist with funding (\$50,000) the third option but cannot fund the project. This amount will include stripping of the road.

Mayor Mattox referred to a previous request to mill and pave in the spring and asked if this would make a difference.

Mr. Austin replied there was the potential for some settlement and asked if the price would still be good in the spring.

A motion was made by Mrs. Dalton, seconded by Mr. George, to mill and pave the project area of Bedford Avenue at an estimated cost to the town of \$55,000 with the work being done in the fall.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes

A motion was made by Mr. Edwards, seconded by Mr. Emerson, to authorize the Town Manager to sign the cost sharing contract with VDOT.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes

Mr. George questioned paving of the side streets.

Mr. Coggsdale advised they are covered in the highway funds line item and the streets would be prioritized to see when they need to be repaved.

c. Water Plant Emergency Repairs Update

Mr. Coggsdale advised the Town has entered into a contract with Littleton & Associates for emergency repairs at the Town's Water Treatment Plant (WTP). During staff's previous discussion regarding the needs at the Water Treatment Plant (WTP), the need for SCADA (supervisory control and data acquisition) was mentioned. Staff has met with Woodard & Curran, the firm that Campbell County Utility Services Authority (CCUSA) works with in regard to SCADA. Staff asked Woodard & Curran to submit a proposal for work associated with the incorporation of a SCADA system to the work that is being done by Littleton & Associates. Mr. Coggsdale presented Council with the proposal from Woodard &

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Curran regarding the initial SCADA work associated with the on-going emergency repairs and the report from VML's consulting engineer (Hazen) for review. This report details their findings during the site visit. The report recommends that a full review of the pumping and distribution system, along with repair/replacement recommendations by a licensed professional engineer, and at a minimum, the existing surge relief valves be serviced or replaced prior to resuming high service pumping operations. Mr. Coggsdale noted the Woodard & Curran proposal for work associated with the incorporation of a SCADA would be covered under the emergency repairs.

Mrs. Dalton asked if this would be taking the Water Treatment Plant to where it needs to be or will this be Step 1 of 3 steps.

Mr. Garrett advised this would be the first phase of the SCADA; noting the new water pumps will be tied into the SCADA system so that it will monitor the conditions. He advised there is a partial SCADA system in place at the plant but doesn't work. The SCADA system will allow for monitoring of the plant off site. During this assessment, a radio frequency study would be done to evaluate each off site location to check the FM frequency to communication back to the plant. Phase II would be to install a server at town hall. Phase III would be to have the same scenario at the Wastewater Treatment Plant. Mr. Garrett noted Woodard & Curran have been in business for over 40 years and he would like to see this all done right the first time around.

Mrs. Dalton mentioned when talking about "cost saves" there is also "cost investments". As the town moves forward she assumes they will be account for the additional in this emergency that is over and above getting the plant operational. She asked Council to keep their eye on what has been invested and when the savings begin.

Staff is recommending Council award this contract under the emergency division for the \$95,000 based on the scope of work and this ties in with the other emergency work.

Mrs. Dalton mentioned Council needs to recognize this is a rip effect and results will not come without investment.

Mayor Mattox asked what would happen if the power goes out for an extended period.

Mr. Garrett advised there is a generator at the water plant; off sites there needs to be electricity to monitor and send a signal back. He is working on standby generators at some of the key sites.

A motion was made by Mr. Edwards, seconded by Mrs. Dalton, to move forward with Woodard & Curran's proposal for work associated with the incorporation of a SCADA system to the work that is being done by Littleton & Associates.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes

COUNCIL WORK SESSION AUGUST 25, 2015

Mr. Tracy Emerson	Yes
Mr. Timothy George	Yes

Mr. Garrett gave Council a brief update on the repairs to the water plant with one change order so far; \$290,000 to \$300,000 in repairs. He added Mrs. Shelton has been working with VML and to file claims. VML will be covering the immediate cost of approximately \$102,000. Mr. Garrett mentioned another area of concern at the Water Plant is the electrical source and the location of the electrical panels.

d. Recreation Committee-English Park Recommendation

Mr. Coggsdale advised for several months staff has been reviewing a request by a citizen that would provide for individuals to enjoy the Staunton River in English Park. The request is to relocate the bollard on the boat ramp end of the pedestrian loop road to provide greater visual access to the river. Recreation Committee has reviewed and voted unanimously in favor of the relocation of this barrier as requested.

It was the consensus of Council to place this item on the consent agenda for approval.

e. Police Residency Incentive

Mr. Coggsdale advised at the August 11th Town Council meeting, Mr. Emerson indicated that discussion about a Police Residency Incentive has been mentioned for some time and he recommended that an annual incentive of \$2,000 per officer be provided for each officer that resides in the corporate limits of the Town of Altavista, once they have completed the Academy and Field Training. Mr. Coggsdale provided Council with several articles and a sample incentive policy.

Mr. Emerson stated he would like to keep it simple with the stipulation of the officer living in the Town of Altavista and having completed the Academy and Field Training (the probationary period).

Mr. Edwards asked Mr. Emerson to consider a different amount for the incentive.

Mr. Emerson stated this is just a starting point and may be an incentive to have officers move into the town.

Mayor Mattox asked if this would be for police officers only or would it be for any town employee that lives within the town and added he sees the value in having officers live in the town.

Mr. Emerson stated his proposal is for the police officers.

Mrs. Dalton stated she sees the difference with the officers wearing a uniform and driving a designated vehicle, it offers a presence; seeing this as a public safety issue.

It was the consensus of Council to put this item on the consent agenda at an annual incentive amount of \$1,500 and effective immediately.

f. Zoning Ordinance-Mobile Home Requirements

Mr. Coggsdale advised approximately 15 years ago a citizen inquired about screening of mobile home parks; he presented Council with correspondence between the Town and the citizen. Mr. Coggsdale felt the opinion given by the

COUNCIL WORK SESSION AUGUST 25, 2015

Town at that time was incorrect. The section that deals with screening appears to apply to C. Prohibited uses, not Section B. Permitted Uses with Special Use Permit, under which a mobile home park is mentioned. Staff feels the citizen was misinformed about the required screening 15 years ago. During the 2012 update to the Town's Zoning Ordinance, the consultant proposed quite a few changes to the ordinance. One of the amendments was to Section 86-457. Manufactured Home Parks and was amended to state that the regulations included applied to all manufactured homes, whether existing as nonconforming uses or as permitted uses. He stated staff is not sure if it was the Planning Commission and/or the Town Council's intention to include the language that resulted in the regulations applying to those manufactured home parks that are not nonconforming uses in town.

Mr. Eller advised his recommendation is to remove the language "an existing nonconforming uses" from Section 86-457; noting these are very stringent requirements and are for someone starting a new mobile home park. He stated he wasn't sure how this language got in the new zoning ordinance.

Mayor Mattox referred this matter to the Planning Commission for review.

g. WWTP EOP-PCB Update

Mr. Coggsdale advised he received a voice mail from Mr. Scott Rice, EPA Region III office in Wheeling West Virginia and Mr. Rice stressed when working with anyone that is doing research that they follow the EPA Regulations 761.60(j). He noted Dr. Lowman is already doing this but staff would need to work with the other researchers. Following these guidelines will give an extra level of protection.

Mr. George questioned if the other experiments conform to this regulation.

Mr. Coggsdale stated most of them probably do but documentation will have to be submitted to the EPA that shows that. He mentioned that regulation deals with disposal and most of the sludge is not removed from the site.

Mayor Mattox stated there was an agreement with Mr. Rock that there would be a consortium of researchers and there would be a review process before any experiments would be done.

6. Items Scheduled for the Regular Meeting Agenda

a. Delinquent Taxpayer's List

Council was presented with the delinquent taxpayers' listing and was asked to consider publication of the list in the Altavista Journal with cost prorated to the delinquent taxpayers upon payment, allow write offs of deceased individuals, allow write offs of bills under \$20 and allow write offs of 2010 delinquent taxes.

Mayor Mattox asked if there was value in publishing the names in the paper.

Mrs. Shelton felt there was.

Mayor Mattox suggested Council consider adopting Robert's Rules of Order and advised the Town Manager would be forwarding a copy to the Council members for review.

7. Public Comments

Mayor Mattox asked if anyone would like to come forward and speak on anything not listed on the agenda.

COUNCIL WORK SESSION AUGUST 25, 2015

No one came forward.

8. Adjournment

Mayor Mattox adjourned the meeting at 7:00 p.m.

Michael Mattox, Mayor

J. Waverly Coggsdale, Clerk

ALL CHECKS REGISTER
TOWN OF ALTAVISTA

ACCOUNTING PERIOD 02/2016
FROM: 08/01/2015 TO: 08/31/2015

CHECK NO	VENDOR NO	VENDOR NAME	CHECK DATE	CHECK AMOUNT
33812	561	ALAN TYE & ASSOCIATES LC	08/07/2015	762.00
33813	303	ALTAVISTA CHAMBER OF COMMERCE	08/07/2015	144.00
33814	9999997	ASHBY, ARLENA B	08/07/2015	41.42
33815	4	BOXLEY AGGREGATES	08/07/2015	1,498.28
33816	12	BRENNTAG MID-SOUTH INC	08/07/2015	3,422.25
33817	583	CAMPBELL COUNTY PUBLIC LIBRARY	08/07/2015	902.86
33818	19	CARTER MACHINERY CO INC	08/07/2015	111.38
33819	28	COLUMBIA GAS	08/07/2015	178.65
33820	176	DAVENPORT COMMUNICATIONS INC	08/07/2015	255.00
33821	164	DMV	08/07/2015	280.00
33822	394	ELECTRONIC SYSTEMS INC	08/07/2015	89.99
33823	20	J JOHNSON ELLER JR	08/07/2015	2,042.00
33824	71	FAIRPOINT COMMUNICATIONS	08/07/2015	413.48
33825	122	FEREBEE-JOHNSON COMPANY INC	08/07/2015	83.76
33826	41	FISHER SCIENTIFIC	08/07/2015	597.11
33827	50	GRETNA TIRE INC	08/07/2015	2,185.54
33828	52	HACH COMPANY	08/07/2015	337.79
33829	305	HAWKINS-GRAVES INC	08/07/2015	43,505.73
33830	622	HEYWARD SERVICES INC	08/07/2015	3,135.80
33831	440	INDIAN RIVER EQUIPMENT COMPANY	08/07/2015	707.90
33832	566	INTEGRATED TECHNOLOGY GROUP IN	08/07/2015	2,000.00
33833	1	JAMES MOORE	08/07/2015	72.65
33834	533	LYNN KIRBY	08/07/2015	225.00
33835	463	LAWRENCE EQUIPMENT	08/07/2015	190.70
33836	690	M S INDUSTRIES INC	08/07/2015	144.00
33837	1	MARY HALL	08/07/2015	59.83
33838	182	MID-ATLANTIC WASTE SYSTEMS	08/07/2015	79.12
33839	300	NAPA AUTO PARTS	08/07/2015	1,034.20
33840	454	O'REILLY AUTOMOTIVE INC	08/07/2015	310.85
33841	67	ORKIN PEST CONTROL LLC	08/07/2015	255.13
33842	358	PHILLIPS EQUIPMENT CORPORATION	08/07/2015	957.53
33843	72	PHYSICIANS TREATMENT CENTER	08/07/2015	475.00
33844	684	PRECISION ELECTRONIC SERVICES	08/07/2015	2,377.34
33845	447	PSYCHOLOGICAL HEALTH ROANOKE P	08/07/2015	205.00
33846	665	SELECT AIR MECHANICAL ELECTRIC	08/07/2015	1,190.64
33847	357	TOMMY MERRICKS	08/07/2015	2,545.00
33848	484	TOWN GUN SHOP INC	08/07/2015	3,188.00
33849	124	TREASURER OF VA	08/07/2015	287.90
33850	515	DALE TYREE JR	08/07/2015	5,360.00
33851	92	UNIFIRST CORP	08/07/2015	1,385.43
33852	116	XEROX CORP	08/07/2015	240.57
33853	103	BEACON CREDIT UNION	08/13/2015	385.00
33854	162	BENNETT'S MECHANICAL COMPANY I	08/13/2015	115.00
33855	461	KATHI BOGERT	08/13/2015	862.68
33856	145	CHANDLER CONCRETE CO INC	08/13/2015	876.70
33857	36	DOMINION VIRGINIA POWER	08/13/2015	38,531.82
33858	1	ELIM ASSEMBLY OF GOD	08/13/2015	50.00
33859	301	ENGLISH'S LLC	08/13/2015	1,433.81
33860	652	HAWKINS LOCK & KEY CO INC	08/13/2015	147.90
33861	57	ICMA RETIREMENT TRUST-457 #304	08/13/2015	870.00
33862	401	IDEXX DISTRIBUTION INC	08/13/2015	1,596.64

33863	552	JAMES RIVER EQUIPMENT CO	08/13/2015	493.97
33864	143	KONE INC	08/13/2015	555.36
33865	463	LAWRENCE EQUIPMENT	08/13/2015	713.24
33866	9999998	MILLER, ADAM L	08/13/2015	150.00
33867	358	PHILLIPS EQUIPMENT CORPORATION	08/13/2015	320.16
33868	575	SOUTHERN REFRIGERATION CORP	08/13/2015	144.12
33869	618	TASER INTERNATIONAL	08/13/2015	6,503.21
33870	110	VUPS INC	08/13/2015	80.85
33871	9999997	WALLER, BILLY	08/13/2015	7.52
33872	542	WILLOUGHBY & ASSOCIATES INC	08/13/2015	280.00
33873	192	WW ASSOCIATES INC	08/13/2015	15,950.00
33874	84	ALTAVISTA JOURNAL	08/20/2015	1,003.22
33875	4	BOXLEY AGGREGATES	08/20/2015	753.55
33876	12	BRENNTAG MID-SOUTH INC	08/20/2015	1,275.95
33877	1	BRIAN MILLER	08/20/2015	112.00
33878	693	BUILDING BLOCKS OF VA INC	08/20/2015	2,630.00
33879	294	BUSINESS CARD	08/20/2015	10,812.49
33880	16	CAMPBELL COUNTY UTILITIES & SE	08/20/2015	17,492.12
33881	688	CRAIG'S FIREARM SUPPLY INC	08/20/2015	3,410.31
33882	364	DLB INC	08/20/2015	364,362.03
33883	37	ELECOM	08/20/2015	1,466.42
33884	694	FIRST ACTION SYSTEMS	08/20/2015	3,023.00
33885	41	FISHER SCIENTIFIC	08/20/2015	412.26
33886	52	HACH COMPANY	08/20/2015	1,581.37
33887	692	THOMAS E HODGES	08/20/2015	873.00
33888	146	MICHAEL HUNT	08/20/2015	275.00
33889	58	INSTRUMENTATION SERVICES INC	08/20/2015	562.00
33890	566	INTEGRATED TECHNOLOGY GROUP IN	08/20/2015	161.32
33891	552	JAMES RIVER EQUIPMENT CO	08/20/2015	744.04
33892	1	JEFF ARTHUR	08/20/2015	315.00
33893	154	MUNICIPAL CODE CORPORATION	08/20/2015	700.00
33894	133	MYERS & RHODES EQUIP CO INC	08/20/2015	1,699.40
33895	423	NTELOS	08/20/2015	1,001.20
33896	9999998	PANNELL, SHANTA	08/20/2015	150.00
33897	670	PATRIOT SAFETY SUPPLY	08/20/2015	1,505.10
33898	1	PAULINE BROWN	08/20/2015	47.70
33899	588	PITNEY BOWES GLOBAL FINANCIAL	08/20/2015	50.00
33900	74	REGION 2000 ECONOMIC DEV ALLIA	08/20/2015	21.20
33901	192	WW ASSOCIATES INC	08/20/2015	16,815.64
33902	9	AFLAC	08/28/2015	2,007.62
33903	170	ALTAVISTA ON TRACK	08/28/2015	1,250.00
33904	9999998	ALTAVISTA SR FRIENDSHIP CLUB	08/28/2015	150.00
33905	126	ALTAVISTA VOLUNTEER FIRE CO IN	08/28/2015	1,605.00
33906	91	ANTHEM BLUE CROSS/BLUE SHIELD	08/28/2015	35,782.00
33907	667	ASHWELL'S TREE SERVICE LLC	08/28/2015	525.00
33908	103	BEACON CREDIT UNION	08/28/2015	385.00
33909	693	BUILDING BLOCKS OF VA INC	08/28/2015	365.00
33910	427	CENTURYLINK	08/28/2015	2,306.82
33911	574	CHRISTOPHER MICAL, TRUSTEE	08/28/2015	125.00
33912	569	DIAMOND PAPER CO INC	08/28/2015	347.61
33913	118	FERGUSON ENTERPRISES INC #75	08/28/2015	24,634.18
33914	313	GAMETIME	08/28/2015	585.66
33915	57	ICMA RETIREMENT TRUST-457 #304	08/28/2015	870.00
33916	58	INSTRUMENTATION SERVICES INC	08/28/2015	708.00
33917	470	MARK A KEESEE SR	08/28/2015	1,625.29
33918	1	MARY HALL	08/28/2015	55.52
33919	680	MCI COMM SERVICE	08/28/2015	32.26

33920	218 MINNESOTA LIFE	08/28/2015	156.02
33921	684 PRECISION ELECTRONIC SERVICES	08/28/2015	794.00
33922	379 REI CONSULTANTS INC	08/28/2015	158.12
33923	92 UNIFIRST CORP	08/28/2015	1,287.74
33924	658 WKDE-FM	08/28/2015	100.00

NO. OF CHECKS: 113

TOTAL CHECKS

662,457.97

Town of Altavista
FY 2016 Revenue Report
17% of Year Lapsed

General Fund Revenue	FY 2016 Adopted Budget	FY 2016 Amended Budget	FY 2016 MTD	MTD % of Budget	FY 2016 YTD	YTD % of Budget	YTD Projections
Property Taxes - Real Property	375,000	375,000	2,101	1	2,224	1	375,000
Public Service - Real & Personal	165,000	165,000	0	0	0	0	165,000
Personal Property	195,000	195,000	937	0	1,413	1	195,000
Personal Property - PPTRA	100,000	100,000	6,754	7	6,754	7	100,000
Machinery & Tools	1,487,200	1,487,200	0	0	0	0	1,487,200
Mobile Homes - Current	500	500	4	1	4	1	500
Penalties - All Taxes	5,500	5,500	378	7	486	9	5,500
Interest - All Taxes	3,000	3,000	391	13	461	15	3,000
Local Sales & Use Taxes	145,000	145,000	13,939	10	28,018	19	145,000
Local Electric and Gas Taxes	110,000	110,000	9,307	8	22,066	20	110,000
Local Motor Vehicle License Tax	43,000	43,000	648	2	1,128	3	43,000
Local Bank Stock Taxes	160,000	160,000	0	0	0	0	160,000
Local Hotel & Motel Taxes	83,000	83,000	8,410	10	16,510	20	83,000
Local Meal Taxes	690,000	690,000	60,144	9	124,348	18	690,000
Audit Revenue	0	0	0	0	0	0	0
Container Rental Fees	900	900	0	0	0	0	900
Communications Tax	40,000	40,000	3,237	8	6,652	17	40,000
Transit Passenger Revenue	5,200	5,200	10	0	10	0	5,200
Business License Fees/Contractors	7,000	7,000	0	0	0	0	7,000
Business License Fees/Retail Services	110,000	110,000	151	0	548	0	110,000
Business License Fees/Financial/RE/Prof.	7,000	7,000	0	0	158	2	7,000
Business License Fees/Repairs & Person Svcs	18,000	18,000	0	0	172	1	18,000
Business License Fees/Wholesale Businesses	1,500	1,500	0	0	0	0	1,500
Business License Fees/Utilities	8,000	8,000	0	0	0	0	8,000

Town of Altavista
FY 2016 Revenue Report
17% of Year Lapsed

General Fund Revenue (Continued)	FY 2016 Adopted <u>Budget</u>	FY 2016 Amended <u>Budget</u>	FY 2016 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2016 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
Business License Fees/Hotels	1,500	1,500	0	0	0	0	1,500
Permits - Sign	1,000	1,000	160	16	200	20	1,000
Fines & Forfeitures - Court	10,000	10,000	1,062	11	1,062	11	10,000
Parking Fines	500	500	50	10	100	20	500
Interest and Interest Income	49,000	49,000	1,384	3	2,790	6	49,000
Rents - Rental of General Property	1,000	1,000	125	13	200	20	1,000
Rents - Pavilion Rentals	3,000	3,000	400	13	900	30	3,000
Rents - Booker Building Rentals	4,000	4,000	650	16	1,000	25	4,000
Rents - Rental of Real Property	60,000	60,000	3,912	7	8,573	14	60,000
Property Maintenance Enforcement	0	0	0	0	0	0	0
Railroad Rolling Stock Taxes	18,000	18,000	18,644	104	18,644	104	18,000
State DCJS Grant	80,000	80,000	0	0	0	0	80,000
State Rental Taxes	800	800	150	19	398	50	800
State/Misc. Grants (Fire Grant)	10,300	10,300	0	0	0	0	10,300
State/VDOT Contract Services	3,000	3,000	0	0	0	0	3,000
VDOT Police Grant for Overtime	0	0	0	0	0	0	0
State Transit Revenue	13,670	13,670	0	0	16,147	118	13,670
Campbell County Grants	57,100	57,100	0	0	0	0	57,100
Litter Grant	2,000	2,000	0	0	0	0	2,000
Fuel - Fire Dept. (Paid by CC)	3,300	3,300	2,289	69	2,289	69	3,300
VDOT TEA 21 Grant	0	0	0	0	0	0	0
VDOT LAP Funding	0	0	0	0	0	0	0
Federal Transit Revenue	105,700	105,700	4,894	5	4,894	5	105,700
Federal/Byrne Justice Grant	3,400	3,400	0	0	0	0	3,400
Federal/Bullet Proof Vest Partnership Grant	0	0	0	0	0	0	0
Misc. - Sale of Supplies & Materials	7,000	7,000	0	0	0	0	7,000
Misc. - Cash Discounts	300	300	27	9	27	9	300

Town of Altavista
FY 2016 Revenue Report
17% of Year Lapsed

General Fund Revenue (Continued)	FY 2016 Adopted Budget	FY 2016 Amended Budget	FY 2016 MTD	MTD % of Budget	FY 2016 YTD	YTD % of Budget	YTD Projections
Miscellaneous	13,000	13,000	3,894	30	-4,532	-35	13,000
Reimbursement of Insurance Claim	0	0	1,825	0	1,825	0	0
Misc. - State Forfeiture Fund	0	0	0	0	0	0	0
Misc. - Federal Forfeiture Fund	0	0	0	0	0	0	0
Transfer In from General Fund (C.I.P.)	184,000	184,000	0	0	0	0	184,000
Transfer In from General Fund (C.I.P.)	0	0	0	0	0	0	0
Transfer In from General Fund Design. Reserves	0	0	0	0	0	0	0
	<u>4,391,370</u>	<u>4,391,370</u>	<u>145,878</u>	<u>3.32</u>	<u>265,470</u>	<u>6.05</u>	<u>4,391,370</u>

Town of Altavista
Fund Expenditure Totals
FY 2016
17% of Year Lapsed

	FY 2016 Adopted <u>Budget</u>	FY 2016 Amended <u>Budget</u>	FY 2016 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2016 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
ALL FUNDS TOTAL							
Operations	5,832,210	5,832,210	405,277	7	895,375	15	5,832,210
Debt Service	280,000	280,000	0	0	0	0	280,000
CIP	1,172,700	1,172,700	90,388	8	140,875	12	1,172,700
Transfer Out to General Fund Reserve	471,100	471,100	0	0	0	0	471,100
Transfer Out to CIF	0	0	0	0	0	0	0
Transfer Out to General Fund Reserve (Fire Dept.)	65,000	65,000	16,250	25	16,250	25	65,000
Transfer Out to Cemetery Reserve	25,000	25,000	0	0	0	0	25,000
Transfer Out to Enterprise Fund Reserve	<u>147,260</u>	<u>147,260</u>	<u>0</u>	0	<u>0</u>	0	<u>147,260</u>
ALL FUNDS - GRAND TOTAL:	<u>7,993,270</u>	<u>7,993,270</u>	<u>511,915</u>	<u>6</u>	<u>1,052,499</u>	<u>13</u>	<u>7,993,270</u>

Town of Altavista
Fund Expenditure Totals
FY 2016
17% of Year Lapsed

	FY 2016 Adopted Budget	FY 2016 Amended Budget	FY 2016 MTD	MTD % of Budget	FY 2016 YTD	YTD % of Budget	YTD Projections
GENERAL FUND (FUND 10)							
Council / Planning Commission							
Operations	28,030	28,030	1,749	6	4,392	16	28,030
Debt Service	0	0	0	0	0	0	0
CIP	0	0	0	0	0	0	0
Administration - TOTAL:	<u>28,030</u>	<u>28,030</u>	<u>1,749</u>	<u>6</u>	<u>4,392</u>	<u>16</u>	<u>28,030</u>
Administration							
Operations	768,040	768,040	36,371	5	151,866	20	768,040
Debt Service	0	0	0	0	0	0	0
CIP	<u>10,000</u>	<u>10,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>10,000</u>
Administration - TOTAL:	<u>778,040</u>	<u>778,040</u>	<u>36,371</u>	<u>5</u>	<u>151,866</u>	<u>20</u>	<u>778,040</u>
Non-Departmental							
Operations	912,280	912,280	24,362	3	66,387	7	912,280
Transfer Out to Cemetery Fund	-49,280	-49,280	0	0	0	0	-49,280
Transfer Out to Enterprise Fund	0	0	0	0	0	0	0
Transfer Out to General Fund Reserve	-471,100	-471,100	0	0	0	0	-471,100
Transfer Out to CIF	0	0	0	0	0	0	0
Transfer Out to Gen. Fund Reserve (Fire Dept.)	<u>-65,000</u>	<u>-65,000</u>	<u>-16,250</u>	<u>25</u>	<u>-16,250</u>	<u>25</u>	<u>-65,000</u>
Operations w/o Transfers Out	<u>326,900</u>	<u>326,900</u>	<u>8,112</u>	<u>2</u>	<u>50,137</u>	<u>15</u>	<u>326,900</u>
Debt Service	0	0	0	0	0	0	0
CIP	<u>25,000</u>	<u>25,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>25,000</u>
Non-Departmental - TOTAL:	<u>351,900</u>	<u>351,900</u>	<u>8,112</u>	<u>2</u>	<u>50,137</u>	<u>14</u>	<u>351,900</u>
Public Safety							
Operations	926,200	926,200	68,661	7	158,282	17	926,200
Debt Service	0	0	0	0	0	0	0
CIP	<u>67,950</u>	<u>67,950</u>	<u>6,503</u>	<u>10</u>	<u>6,503</u>	<u>10</u>	<u>67,950</u>
Public Safety - TOTAL:	<u>994,150</u>	<u>994,150</u>	<u>75,164</u>	<u>8</u>	<u>164,786</u>	<u>17</u>	<u>994,150</u>

Town of Altavista
Fund Expenditure Totals
FY 2016
17% of Year Lapsed

	FY 2016 Adopted Budget	FY 2016 Amended Budget	FY 2016 MTD	MTD % of Budget	FY 2016 YTD	YTD % of Budget	YTD Projections
GENERAL FUND (FUND 10)							
Public Works							
Operations	927,500	927,500	80,938	9	149,017	16	927,500
Debt Service	0	0	0	0	0	0	0
CIP	<u>385,000</u>	<u>385,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>385,000</u>
Public Works - TOTAL:	<u>1,312,500</u>	<u>1,312,500</u>	<u>80,938</u>	<u>6</u>	<u>149,017</u>	<u>11</u>	<u>1,312,500</u>
Economic Development							
Operations	169,870	169,870	8,818	5	22,050	13	169,870
CIP	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Economic Development - TOTAL:	<u>169,870</u>	<u>169,870</u>	<u>8,818</u>	<u>5</u>	<u>22,050</u>	<u>13</u>	<u>169,870</u>
Transit System							
Operations	96,350	96,350	7,324	8	17,535	18	96,350
Debt Service	0	0	0	0	0	0	0
CIP	<u>75,150</u>	<u>75,150</u>	<u>0</u>	<u>0</u>	<u>975</u>	<u>1</u>	<u>75,150</u>
Transit System - TOTAL:	<u>171,500</u>	<u>171,500</u>	<u>7,324</u>	<u>4</u>	<u>18,510</u>	<u>11</u>	<u>171,500</u>
GENERAL FUND TOTALS							
Operations	3,242,890	3,242,890	211,974	7	553,279	17	3,242,890
Debt Service	0	0	0	0	0	0	0
CIP	<u>563,100</u>	<u>563,100</u>	<u>6,503</u>	<u>1</u>	<u>7,478</u>	<u>1</u>	<u>563,100</u>
GENERAL FUND - GRAND TOTAL:	<u>3,805,990</u>	<u>3,805,990</u>	<u>218,477</u>	<u>6</u>	<u>560,757</u>	<u>15</u>	<u>3,805,990</u>

Town of Altavista
Council / Planning Commission
FY 2016 Expenditure Report
17% of year Lapsed

<u>COUNCIL / PLANNING COMMISSION - FUND 10</u>	<u>FY 2016 Adopted Budget</u>	<u>FY 2016 Amended Budget</u>	<u>FY 2016 MTD</u>	<u>MTD % of Budget</u>	<u>FY 2016 YTD</u>	<u>YTD % of Budget</u>	<u>YTD Projections</u>
Wages & Benefits	21,000	21,000	1,749	8	3,499	17	21,000
Other Employee Benefits			0	0	0	0	
Services	2,000	2,000	0	0	0	0	2,000
Other Charges	5,030	5,030	0	0	893	18	5,030
Materials & Supplies	0	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0	0
Total Expenditures	28,030	28,030	1,749	6	4,392	16	28,030

Town of Altavista
Administration
FY 2016 Expenditure Report
17% of year Lapsed

<u>ADMINISTRATION - FUND 10</u>	<u>FY 2016 Adopted Budget</u>	<u>FY 2016 Amended Budget</u>	<u>FY 2016 MTD</u>	<u>MTD % of Budget</u>	<u>FY 2016 YTD</u>	<u>YTD % of Budget</u>	<u>YTD Projections</u>
Wages & Benefits	402,200	402,200	25,342	6	71,169	18	402,200
Other Employee Benefits	18,400	18,400	350	2	1,272	7	18,400
Services	193,840	193,840	5,932	3	55,049	28	193,840
Other Charges	125,200	125,200	2,360	2	21,297	17	125,200
Materials & Supplies	28,400	28,400	2,386	8	3,079	11	28,400
Capital Outlay	10,000	10,000	0	0	0	0	10,000
Total Expenditures	778,040	778,040	36,371	5	151,866	20	778,040

Town of Altavista
Non-Departmental
FY 2016 Expenditure Report
17% of Year Lapsed

<u>NON-DEPARTMENTAL - FUND 10</u>	<u>FY 2016 Adopted Budget</u>	<u>FY 2016 Amended Budget</u>	<u>FY 2016 MTD</u>	<u>MTD % of Budget</u>	<u>FY 2016 YTD</u>	<u>YTD % of Budget</u>	<u>YTD Projections</u>
CONTRIBUTIONS - OTHER CHARGES							
Other Charges - Misc.	105,800	105,800	3,023	3	8,023	8	105,800
<i>Campbell County Treasurer</i>	57,200	57,200	0	0	0	0	57,200
<i>USDA Assistance</i>	0	0	0	0	0	0	0
<i>NABF Youth Baseball Tournament</i>	0	0	0	0	0	0	0
<i>Property Maintenance Enforcement</i>	5,000	5,000	3,023	60	3,023	60	5,000
<i>Business Development Center</i>	2,500	2,500	0	0	0	0	2,500
<i>Altavista Chamber of Commerce</i>	20,000	20,000	0	0	5,000	25	20,000
<i>Dumpster Reimbursement</i>	600	600	0	0	0	0	600
<i>Uncle Billy's Day Funding</i>	20,000	20,000	0	0	0	0	20,000
<i>Christmas Parade Liability Insurance</i>	500	500	0	0	0	0	500
Contribution - Altavista EMS	10,000	10,000	0	0	0	0	10,000
Contribution - Senior Center	1,000	1,000	0	0	0	0	1,000
Economic Development Incentives	42,000	42,000	0	0	0	0	42,000
Contribution - YMCA Recreation Program	100,000	100,000	0	0	25,000	25	100,000
Contribution - Altavista Fire Co.	10,000	10,000	1,605	16	1,605	16	10,000
Contribution - Avoca	18,700	18,700	0	0	4,675	25	18,700
Contribution - Altavista On Track (MS)	5,000	5,000	1,250	25	1,250	25	5,000
CONTRIBUTIONS - OTHER CHARGES - TOTAL	292,500	292,500	5,878	2	40,553	14	292,500
NON-DEPARTMENTAL - Non-Departmental							
Insurance Claim	0	0	1,625	0	1,625	0	0
Fuel - Fire Company	5,000	5,000	576	12	576	12	5,000
NON-DEPARTMENT - ND - TOTAL	5,000	5,000	2,202	44	2,202	44	5,000
NON-DEPARTMENTAL - SUBTOTAL	297,500	297,500	8,080	3	42,755	14	297,500
TRANSFER OUT							
Transfer Out - Cemetery Fund	49,280	49,280	0	0	0	0	49,280

Town of Altavista
Non-Departmental
FY 2016 Expenditure Report
17% of Year Lapsed

	FY 2016 Adopted Budget	FY 2016 Amended Budget	FY 2016 MTD	MTD % of Budget	FY 2016 YTD	YTD % of Budget	YTD Projections
<u>NON-DEPARTMENTAL - FUND 10</u>							
Transfer Out - Enterprise Fund	0	0	0	0	0	0	0
Transfer Out - Library Fund	0	0	0	0	0	0	0
Transfer Out - General Fund Reserve	471,100	471,100	0	0	0	0	471,100
Transfer Out - CIF	0	0	0	0	0	0	0
Transfer Out - General Fund Reserve (Fire Dept.)	65,000	65,000	16,250	25	16,250	25	65,000
TRANSFER OUT - TOTAL	585,380	585,380	16,250	3	16,250	3	585,380
DEBT SERVICE							
Debt Service - Principal	0	0	0	0	0	0	0
Debt Service - Interest	0	0	0	0	0	0	0
DEBT SERVICE - TOTAL	0	0	0	0	0	0	0
MATERIALS & SUPPLIES - Non. Dept.							
Avoca Materials & Supplies	29,400	29,400	33	0	7,383	25	29,400
MATERIALS & SUPPLIES - TOTAL	29,400	29,400	33	0	7,383	25	29,400
NON-DEPARTMENTAL TOTAL - EXCLUDING CAPITAL	912,280	912,280	24,362	3	66,387	7	912,280
CAPITAL OUTLAY - Non-Departmental							
Capital Outlay - New	0	0	0	0	0	0	0
Replacement Improvements (T-21 / Streetscape)	0	0	0	0	0	0	0
Replacement Other than Buildings (Avoca)	25,000	25,000	0	0	0	0	25,000
Replacement Other than Buildings (VDOT LAP)	0	0	0	0	0	0	0
CAPITAL OUTLAY - TOTAL	25,000	25,000	0	0	0	0	25,000
NON-DEPARTMENTAL TOTAL - INCLUDING CAPITAL	937,280	937,280	24,362	3	66,387	7	937,280
NON-DEPARTMENTAL TOTAL - EXCLUDING TRANSFERS OUT	351,900	351,900	8,112	2	50,137	14	351,900

Town of Altavista
Public Safety
FY 2016 Expenditure Report
17% of Year Lapsed

<u>PUBLIC SAFETY - FUND 10</u>	FY 2016 Adopted Budget	FY 2016 Amended Budget	FY 2016 MTD	MTD % of Budget	FY 2016 YTD	YTD % of Budget	YTD Projections
Wages & Benefits	804,000	804,000	54,248	7	134,362	17	804,000
Other Employee Benefits	0	0	0	0	0	0	0
Services	16,200	16,200	541	3	541	3	16,200
Other Charges	39,500	39,500	1,365	3	10,867	28	39,500
Materials & Supplies	66,500	66,500	12,508	19	12,513	19	66,500
Capital Outlay	67,950	67,950	6,503	10	6,503	10	67,950
Total Expenditures	994,150	994,150	75,164	8	164,786	17	994,150

Town of Altavista
Public Works
FY 2016 Expenditure Report
17% of Year Lapsed

PUBLIC WORKS - FUND 10	FY 2016 Adopted Budget	FY 2016 Amended Budget	FY 2016 MTD	MTD % of Budget	FY 2016 YTD	YTD % of Budget	YTD Projections
Wages & Benefits	641,100	641,100	49,657	8	113,100	18	641,100
Other Employee Benefits	0	0	0	0	0	0	0
Services	8,400	8,400	1,118	13	1,199	14	8,400
Other Charges	25,300	25,300	1,750	7	2,398	9	25,300
Materials & Supplies	252,700	252,700	28,413	11	32,320	13	252,700
Debt Service	0	0	0	0	0	0	0
Capital Outlay	385,000	385,000	0	0	0	0	385,000
Total Expenditures	1,312,500	1,312,500	80,938	6	149,017	11	1,312,500

Town of Altavista
Economic Development
FY 2016 Expenditure Report
17% of Year Lapsed

<u>ECONOMIC DEVELOPMENT - FUND 10</u>	<u>FY 2016 Adopted Budget</u>	<u>FY 2016 Amended Budget</u>	<u>FY 2016 MTD</u>	<u>MTD % of Budget</u>	<u>FY 2016 YTD</u>	<u>YTD % of Budget</u>	<u>YTD Projections</u>
Wages & Benefits	102,600	102,600	7,707	8	18,819	18	102,600
Other Employee Benefits	0	0	0	0	0	0	0
Services	30,400	30,400	639	2	2,669	9	30,400
Other Charges	31,670	31,670	471	1	562	2	31,670
Materials & Supplies	5,200	5,200	0	0	0	0	5,200
Capital Outlay	0	0	0	0	0	0	0
Total Expenditures	169,870	169,870	8,818	5	22,050	13	169,870

Town of Altavista
Transit System
FY 2016 Expenditure Report
17% of Year Lapsed

<u>TRANSIT SYSTEM - FUND 10</u>	<u>FY 2016 Adopted Budget</u>	<u>FY 2016 Amended Budget</u>	<u>FY 2016 MTD</u>	<u>MTD % of Budget</u>	<u>FY 2016 YTD</u>	<u>YTD % of Budget</u>	<u>YTD Projections</u>
Wages & Benefits	64,000	64,000	5,188	8	12,993	20	64,000
Services	3,250	3,250	0	0	0	0	3,250
Other Charges	4,150	4,150	86	2	758	18	4,150
Materials & Supplies	24,950	24,950	2,050	8	3,783	15	24,950
Capital Outlay	75,150	75,150	0	0	975	1	75,150
Total Expenditures	171,500	171,500	7,324	4	18,510	11	171,500

Town of Altavista
FY 2016 Revenue Report
17% of Year Lapsed

Enterprise Fund Revenue	FY 2016 Adopted Budget	FY 2016 Amended Budget	FY 2016 MTD	MTD % of Budget	FY 2016 YTD	YTD % of Budget	YTD Projections
Interest/Interest Income	2,000	2,000	1,055	53	2,117	106	2,000
Water Charges - Industrial	904,000	904,000	91,882	10	180,486	20	904,000
Water Charges - Business/Residential	294,000	294,000	14,324	5	26,959	9	294,000
Water Charges - Outside Community	136,000	136,000	10,344	8	20,784	15	136,000
Water Charges - Water Connection Fees	3,000	3,000	0	0	1,500	50	3,000
Sewer Charges - Industrial	1,187,400	1,187,400	99,695	8	197,647	17	1,187,400
Sewer Charges - Business/Residential	291,000	291,000	12,920	4	24,900	9	291,000
Sewer Charges - Outside Community	2,000	2,000	0	0	560	28	2,000
Sewer Charges - Sewer Connection Fees	5,200	5,200	2,000	38	2,000	38	5,200
Sewer Charges - Sewer Surcharges	100,000	100,000	8,345	8	13,585	14	100,000
Charges for Service - Water/Sewer Penalties	4,600	4,600	-7	0	1,118	24	4,600
Misc. Cash Discounts	200	200	3	2	3	2	200
Misc. Sale of Supplies & Materials	500	500	0	0	0	0	500
Miscellaneous	25,000	25,000	2,800	11	18,002	72	25,000
State Fluoride Grant	0	0	0	0	0	0	0
Transfer In from Fund 50 (CIP Designated Res)	0	0	0	0	0	0	0
Transfer In from Reserves	0	0	0	0	0	0	0
Transfer in From General Fund	0	0	0	0	0	0	0
ENTERPRISE FUND - REVENUE:	<u>2,954,900</u>	<u>2,954,900</u>	<u>243,363</u>	<u>8</u>	<u>489,661</u>	<u>17</u>	<u>2,954,900</u>

Town of Altavista
Fund Expenditure Totals
FY 2016
17% of Year Lapsed

	FY 2016 Adopted Budget	FY 2016 Amended Budget	FY 2016 MTD	MTD % of Budget	FY 2016 YTD	YTD % of Budget	YTD Projections
ENTERPRISE FUND (FUND 50)							
Water Department							
Operations	932,090	932,090	100,125	11	165,252	18	932,090
Debt Service	280,000	280,000	0	0	0	0	280,000
CIP	210,600	210,600	75,258	36	124,770	59	210,600
Transfer Out	<u>73,630</u>	<u>73,630</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>73,630</u>
Water Department - TOTAL:	<u>1,496,320</u>	<u>1,496,320</u>	<u>175,383</u>	<u>12</u>	<u>290,022</u>	<u>19</u>	<u>1,496,320</u>
Wastewater Department							
Operations	1,174,950	1,174,950	73,585	6	142,024	12	1,174,950
Debt Service	0	0	0	0	0	0	0
CIP	210,000	210,000	8,626	4	8,626	4	210,000
Transfer Out	<u>73,630</u>	<u>73,630</u>	<u>0</u>		<u>0</u>		<u>73,630</u>
Wastewater Department - TOTAL:	<u>1,458,580</u>	<u>1,458,580</u>	<u>82,211</u>	<u>6</u>	<u>150,650</u>	<u>10</u>	<u>1,458,580</u>
ENTERPRISE FUND TOTAL							
Operations	2,107,040	2,107,040	173,711	8	307,276	15	2,107,040
Debt Service	280,000	280,000	0	0	0	0	280,000
CIP	<u>420,600</u>	<u>420,600</u>	<u>83,884</u>	<u>20</u>	<u>133,397</u>	<u>32</u>	<u>420,600</u>
Transfer Out	<u>147,260</u>	<u>147,260</u>	<u>0</u>		<u>0</u>		<u>147,260</u>
ENTERPRISE FUND - GRAND TOTAL:	<u>2,954,900</u>	<u>2,954,900</u>	<u>257,595</u>	<u>9</u>	<u>440,672</u>	<u>15</u>	<u>2,954,900</u>

Town of Altavista
Water Department
FY 2016 Expenditure Report
17% of Year Lapsed

WATER DEPARTMENT - FUND 50	FY 2016 Adopted Budget	FY 2016 Amended Budget	FY 2016 MTD	MTD % of Budget	FY 2016 YTD	YTD % of Budget	YTD Projections
Wages & Benefits	543,600	543,600	44,387	8	92,359	17	543,600
Other Employee Benefits	0	0	0	0	0	0	0
Services	43,300	43,300	20,377	47	21,502	50	43,300
Other Charges	163,350	163,350	12,101	7	19,282	12	163,350
Materials & Supplies	181,840	181,840	23,260	13	32,108	18	181,840
Debt Service	280,000	280,000	0	0	0	0	280,000
Capital Outlay	210,600	210,600	75,258	36	124,770	59	210,600
Transfer Out to Reserves	73,630	73,630					73,630
Total Expenditures	1,496,320	1,496,320	175,383	12	290,022	19	1,496,320

Town of Altavista
Wastewater Department
FY 2016 Expenditure Report
17% of Year Lapsed

WASTEWATER DEPARTMENT - FUND 50	FY 2016 Adopted <u>Budget</u>	FY 2016 Amended <u>Budget</u>	FY 2016 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2016 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
Wages & Benefits	677,600	677,600	41,216	6	101,393	15	677,600
Other Employee Benefits	0	0	0	0	0	0	0
Services	15,650	15,650	249	2	300	2	15,650
Other Charges	313,000	313,000	21,803	7	22,172	7	313,000
Materials & Supplies	168,700	168,700	10,317	6	18,159	11	168,700
Debt Service	0	0	0	0	0	0	0
Capital Outlay	210,000	210,000	8,626	4	8,626	4	210,000
Transfer Out	73,630	73,630					73,630
Total Expenditures	1,458,580	1,458,580	82,211	6	150,650	10	1,458,580

Town of Altavista
Fund Expenditure Totals
FY 2016
17% of Year Lapsed

	FY 2016 Adopted <u>Budget</u>	FY 2016 Amended <u>Budget</u>	FY 2016 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2016 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
State/Hwy Reimbursement Fund (Fund 20)							
Operations	451,000	451,000	15,639	3	30,600	7	451,000
CIP	<u>168,000</u>	<u>168,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>168,000</u>
State/Hwy Water Department - TOTAL:	<u>619,000</u>	<u>619,000</u>	<u>15,639</u>	<u>3</u>	<u>30,600</u>	<u>5</u>	<u>619,000</u>

	FY 2016 Adopted <u>Budget</u>	FY 2016 Amended <u>Budget</u>	FY 2016 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2016 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
Cemetery Fund - (Fund 90)							
Cemetery - Operations - Total:	31,280	31,280	3,955	13	4,220	13	31,280
CIP	21,000	21,000	17,253	82	17,253	82	21,000
Transfer Out - Cemetery Reserve	<u>25,000</u>	<u>25,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>25,000</u>
Cemetery Fund - TOTAL:	<u>77,280</u>	<u>77,280</u>	<u>21,207</u>	<u>27</u>	<u>21,473</u>	<u>28</u>	<u>77,280</u>

Town of Altavista
FY 2016 State/Highway Fund
17% of Year Lapsed

State/Highway Reimbursement Fund - Fund 20	FY 2016 Adopted Budget	FY 2016 Amended Budget	FY 2016 MTD	MTD % of Budget	FY 2016 YTD	YTD % of Budget	YTD Projections
REVENUE							
Street & Highway Maintenance	619,000	619,000	0	0	0	0	619,000
Street & Highway Maintenance/Carry Over	0	0	0	0	0	0	0
Street & Highway Maintenance/Cash Discount	0	0	0	0	0	0	0
State/Highway Reimbursement Fund - GRAND TOTAL:	<u>619,000</u>	<u>619,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>619,000</u>
EXPENDITURES							
Maintenance - Other Maintenance	0	0	0	0	0	0	0
Maintenance - Drainage	48,200	48,200	1,660	3	4,522	9	48,200
Maintenance - Pavement	150,000	150,000	571	0	720	0	150,000
Maintenance - Traffic Control Devices	56,800	56,800	3,892	7	4,104	7	56,800
Engineering - Repairs & Maintenance	10,000	10,000	0	0	0	0	10,000
Traffic Control Operations	0	0	0	0	0	0	0
Road/Street/Highway - Snow & Ice Removal	56,000	56,000	0	0	0	0	56,000
Road/Street/Highway - Other Traffic Services	50,000	50,000	5,455	11	11,767	24	50,000
General Admin. & Misc. - Miscellaneous	80,000	80,000	4,061	5	9,487	12	80,000
State/Highway Reimb. Fund - Subtotal:	<u>451,000</u>	<u>451,000</u>	<u>15,639</u>	<u>3</u>	<u>30,600</u>	<u>7</u>	<u>451,000</u>
Improvements Other Than Buildings - New	168,000	168,000	0	0	0	0	168,000
Engineering - New							
State/Highway Reimb. Fund - Capital Outlay - Subtotal:	<u>168,000</u>	<u>168,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>168,000</u>
Transfer Out - General Fund Reserve							
State/Highway Fund - GRAND TOTAL:	<u>619,000</u>	<u>619,000</u>	<u>15,639</u>	<u>3</u>	<u>30,600</u>	<u>5</u>	<u>619,000</u>

Town of Altavista
FY 2016 Cemetery Fund
17% of Year Lapsed

Cemetery Fund - Fund 90	FY 2016 Adopted Budget	FY 2016 Amended Budget	FY 2016 MTD	MTD % of Budget	FY 2016 YTD	YTD % of Budget	YTD Projections
REVENUE							
Permits/Burials	15,000	15,000	3,350	22	3,350	22	15,000
Interest/Interest Income	9,000	9,000	0	0	151	2	9,000
Miscellaneous/Sale of Real Estate	4,000	4,000	0	0	0	0	4,000
Miscellaneous/Misc.	0	0	0	0	0	0	0
Transfer In From General Fund	49,280	49,280	0	0	0	0	49,280
Cemetery Fund - GRAND TOTAL:	77,280	77,280	3,350	4	3,501	5	77,280
EXPENDITURES							
Salaries and Wages/Regular	9,500	9,500	942	10	1,141	12	9,500
Salaries and Wages/Overtime	500	500	182	36	182	36	500
Benefits/FICA	800	800	69	9	82	10	800
Benefits/VRS	1,050	1,050	96	9	115	11	1,050
Benefits/Medical Insurance is pre-paid	1,300	1,300	155	12	187	14	1,300
Benefits/Group Life	130	130	10	8	13	10	130
Other Charges/Misc. Reimb.	0	0	0	0	0	0	0
Materials/Supplies & Repairs/Maint.	18,000	18,000	2,500	14	2,500	14	18,000
CAPITAL OUTLAY							
Machinery & Equip. - Replc.	21,000	21,000	17,253	82	17,253	82	21,000
TRANSFER OUT							
Transfer Out/To Cemetery Reserve	25,000	25,000	0	0	0	0	25,000
Cemetery Fund - GRAND TOTAL:	77,280	77,280	21,207	27	21,473	28	77,280

FY 2016 Cemetery Fund as of August 31, 2015

Town of Altavista

Grand Total of all Investments and Deposits

\$ 14,936,355.64

Balance as of August 31 , 2015

Non-SpecificGreen Hill Cemetery 560,080.79

General Fund Reserves

Capital Improvement Program Reserves

3,441,991.38

Altavista EDA Funding 299,981.45 *299,981.45

Enterprise Fund Reserves

Capital Improvement Program Reserves

200,236.98

PCB Remediation 600,468.83Community Improvement Reserve 0.00Police Federal 2,908.32Police State 15,434.61

Public Funds Money Market Accounts

8,989,595.97 → Includes Funds \$850,261.62 for Proj 1A - Bedford Waterline

Operating Checking Account (Reconciled Balance) 825,657.31**DESIGNATED FUNDS 2,304,531.31**

Reserve Policy Funds (This figure changes annually w/audit)

UNDESIGNATED FUNDS

12,631,824.33

-6,313,403.006,318,421.33

	<i>General</i>	<i>Enterprise</i>	<i>Total</i>
Policy \$	4,982,908	1,330,495	6,313,403

NOTES:

Earmarked CIP Reserve / Trash Truck - FY 2015

-184,000.00

Earmarked for Final Downtown Map-21 Project

-77,600.00

ED rem balance of \$35,000(website and marketing)

-6,240.00

FY 2014 Highway Carryover of Funds

-256,918.72

Earmarked for AOT No Interest Loan Program

-40,000.00

"Pop-Up" Altavista Funding

-10,000.00

Accrued Liability

-197,801.84

Tank Maintenance FY 2014

-50,000.00

FY15 Projected Carryover Needs

-277,375.00

Transit Funding

-4,209.00

Apprvd 8/11/15 Funds for Project 1A - Bedford Waterline Improvement

-850,261.62

Apprvd 8/11/15 Littleton & Assoc. Emergency - doesn't include pumps

-102,600.00

Apprvd 8/11/15 PCB - Test entire pond

-6,000.00

Apprvd 6/9/15 Bedford Ave water tank

-62,000.00

Apprvd 8/25/15 Mill & pave project area of Bedford estimated cost

-55,000.00

Apprvd 8/25/15 Woodard & Curran's phase I SCADA system

-95,000.00

UNDESIGNATED RESERVE FUND BALANCE4,043,415.15

AOT August Monthly Report



Conferences/ Meetings

- Attended Promotions meeting Tuesday Aug 4th and Tuesday 18th.
- Attended Design committee meeting Wednesday Aug 19th.
- Main Street walk with Congressman Hurt.
- Attended the Main Street Lunch with Region 2000 and Economic Development.

AOT

- Helped Jamie Glass come up with a work plan for AOT.
- Presented work plan with Jamie at Town Working Session.
- Wrote and submitted Feasibility Study Grant for 616 Broad Street to VMS.
- Passed out Scarecrow Stroll information and entry forms to businesses.
- Worked on updating the website.
- VMS monthly report completion.
- Developed a discussion of possibly continuing the brick donations at Founders Square.
- Held monthly board meeting Aug 13th

Economic Development

- Assisting the office of economic development with a town slogan.
- Working with Blair Marketing to complete a brochure for Altavista downtown marketing.
- Analyzed crowd funding idea.
- Discussed possible boundary expansion for downtown.

Business Meetings

- Millers Jewelry.
- The Portrait Place.
- Angela & Company, Nails & More.
- Main Street Trading Company.
- Mitchell's Salon on 7th.

Announcements

- AOT completed 145 volunteer hours in the month of August.

Goals to be completed by next October

- Scheduled a design committee and board walking tour for Sept 17th
- Will attend the VMS training course in South Boston for non-profit management.
- Start a news letter for AOT using Mailchimp, using the promotions committee to gather contact information.
- Scarecrow Stroll will begin September 28th, entry forms must be turned in by the 25th.
- Make Gibley Jog registration form for website, T-shirt design will be turned in.
- Attend lunch and learn Sept 9th for website training @ CVCC campus.
- Will review BEE grant opportunity for possible application.
- Will hear back from grant in September.

ACTS RIDER TALLY

August 2015 Ridership Report

Yearly Totals															
		Rider Totals			Miles Driven		Fare Box Revenue		*Days Run		Ave./per Day				
<u>2011</u>		10,919			40,392		\$ 3,783.00		272.5		40				
<u>2012</u>		15,265			45,706		\$ 5,329.50		281		54				
<u>2013</u>		17,760			45,358		\$ 5,721.00		282.5		63				
<u>2014</u>		23,511			47,856		\$ 6,924.94		302.5		78	*Summer Hours initiated			
<u>2015</u>		<u>13,654</u>			<u>27,770</u>		<u>\$ 3,597.16</u>		<u>177</u>		<u>77</u>	<u>YTD Numbers</u>			
	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>TOTALS</u>	<u>Net Gain</u>	
2011	391	590	481	495	551	1,617	1,364	1,499	1,201	805	849	1,076	10,919		
2012	813	875	983	872	1,028	2,026	1,850	1,962	1,618	1,176	1,083	979	15,265	140%	
2013	939	1,015	968	1,152	1,362	2,272	1,956	2,231	1,705	1,416	1,440	1,304	17,760	116%	
2014	1,318	1,253	1,259	1,527	1,486	3,335	3,051	2,575	2,502	1,790	1,587	1,828	23,511	132%	
<u>2015</u>	1,644	1,591	1,696	1,596	1,444	3,145	<u>2,538</u>						13,654	114%	
* Day is equivalent to 10 hours															

Monthly Report to Council

Date: September 8, 2015
To: Town Council
From: Dan Witt, Assistant Town Manager
Re: August Reporting

1. **Zoning/Code Related Matters:**
August 2015 Permits

<u>DATE</u>	<u>PERMIT #</u>	<u>APPLICANT NAME & ADDRESS</u>	<u>REASON FOR PERMIT</u>
4-Aug 029-15		Brumfield Construction, Hurt VA	New detached garage at 204 River Oaks Dr. Altavista
4-Aug 030-15		Brumfield Construction, Hurt VA	10'x10' gazebo at 715 Main Street
6-Aug 028-15		Josiah Goldsmith, Lynch Station	Handicap Ramp 1514 Main St. (AVOCA) Eagle Scout Project
10-Aug 031-15		Michael Hudson, 1514 Avoca Lane	New Sign at AVOCA 1514 Main St.
14-Aug 032-15		Jesse Puryear 305 Frazier Rd.	8'x8' Shed in back yard
19-Aug 034-15		Wilson Dickerson 2220 Walnut St	Detatched shed at 319 Myrtle Lane
28-Aug 035-15		Marc Kessler, Lynchburg VA	1209 Main Street- new owner of Laser Car Wash

- Sent out 5 grass notices. Staff contracted with Michael Hunt to mow 706 12th Street and 703 13th Street and staff billed owners.
- Followed up with GD Altavista, LLC, Greg Dahbura, regarding the deeds for the subdivision of the former Lane property. He still needs to sign the deeds dedicating the r/w to the town and then Mr. Eller will have them recorded.
- Continued working with owner regarding nuisance properties on Novelty St. Slow progress has been made.

2. **Site Plans Reviewed and/or Approved:**

- None

3. **Planning Commission (PC) Related:**

- Completed packets for August 31st meeting. Began process for 5-year update to the Comp Plan.
- Planning Commission presented information regarding ordinance updates for RV Parking, Mobile Home Park code corrections and Agricultural uses (domestic animals). The PC tabled the RV parking discussion for now, by consensus would recommend approval of changes based on John Eller's draft pending a public hearing and want more information about the final matter.
- Met with a group from VDOT and Town Manger to discuss HB2 and other projects within the Town. Drafted memo for TC work session to update.

4. **AOT Related**

- Attended AOT Design Committee meeting to complete work plan.

5. **ACTS Related**

- Attended the annual CTAV conference in Roanoke, VA. Staff attended training by Terrie Glass called Motivating Employees: How to get the best from the most and Michael Noel titled Leading Your Organization- Lessons Learned from Great Leaders. Additional sessions were attended News & Notes from DRPT.
- Validated daily ridership and revenue for bus system (August) - see bus report. Ridership seems to have peaked and leveled off as staff expected to happen. Unless the system is expanded outside the Town, staff would expect a level or slight decline in ridership from month to month.
- Replacement bus was ordered from Sony Merriman, INC and should be delivered in October or November.
- The bus shelter at Walmart was installed by public works crew and the two remaining will be installed in September.

6. **Projects and Administrative Related:**

- Updated GIC
- Sent out Everbridge notification for Bedford Ave/ 7th Street intersection closure. Met with Altavista Journal writer for an article in the paper for Everbridge.
- Town Council reports for August meetings. Attended regular meeting and work session.
- Started copying materials notebook to provide to VDOT.
- Certified July bank statements.
- Continued with vulture depredation as the birds have come back with a vengeance this year after a lull in 2014. Staff is coordinating with PD to keep the birds out of the Mosley Heights neighborhoods.
- Coordinated with Danny/PW the delivery and planting for the remaining trees at English Park.
- Met with Trevor Kimzey, on site, at the proposed location for the boat launch. Trevor works for Gay and Neel who is contracted to provide a conceptual site plan. Staff has reviewed the first draft, provided feedback, and should have a detailed report for the September work session.
- Asbestos abated from house at 806 12th Street. PW works staff to raze the house the first week of September.
- Participate in an EPA webinar entitled New EPA Residential Demolition Tools Available for Local Communities.
- Attended Assistant Managers' Luncheon.



Memo

To: Town Council

From: Dennis Jarvis, II, Director of Economic Development

Cc: J. Waverly Coggsdale, III, Town Manager

RE: August 2015 Economic Development Update

Announcements/Highlights:

Staff submitted three Request for Information (RFI) for investment projects for the community.

Networking:

- Staff attended the Region 2000 SBDC Advisory board meeting.
- Staff participated in VEDA Fall conference planning meeting.
- Staff attended the Altavista Regional Chamber Of Commerce Economic Development committee meeting.
- Staff met with senior officials at Rage Plastics in Hilliard, Ohio.

Existing Business and Retention

- Staff held meetings with the management teams at Schrader/Sensata and BGF with staff from the Virginia Economic Development Partnership and Campbell County Office of Economic Development.

Marketing

- Staff is working with Blair Marketing to develop new marketing materials and a tag line for the community. The project will also include the development of a video for the community as well. The marketing project will be completed by the end of September.
- The Office of Economic Development purchased a ¼ page ad in the VEDP edition of Expansion Magazine.

Develop Products

- Staff continued assistance with Hub Scrap on the demolition at the former Lane Site.

Encourage Entrepreneurism

- Staff assisted AOT and the Altavista Chamber of Commerce in marketing two classes for QuickBooks and credit card new purchasing regulations.
- Staff identified an entrepreneurial grant with VADHCD. Staff is considering applying for the grant in partnership with AOT. The deadline for the grant is the first week of October.

Altavista Police Department

Town of Altavista

510 7th St.

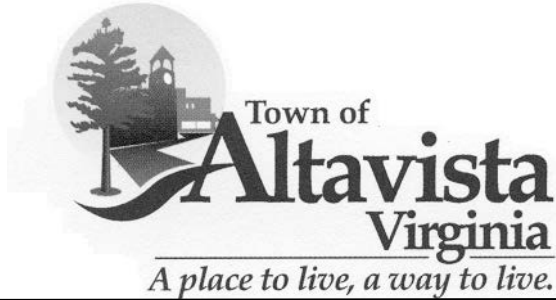
Altavista, Va. 24517

August 2015 Statistics

Simple Assault	(3)
Sexual Assault	(1)
Shoplifting	(4)
Theft from Building	(1)
Theft from Motor Vehicle	(1)
All Other Larceny	(5)
Motor Vehicle Theft	(1)
Destruction of Property	(2)
DUI (Driving Under the Influence)	(1)
Drunkenness	(2)
All Other Offences	(8)
Total IBR Reportable Offences	29
Total Number Cleared by Arrest	12

Altavista PD in cooperation with New Beginnings Baptist Church has recently hosted a number of Community Outreach meetings. This has brought business and community leaders, as well as pastors together for the purpose of making Altavista a better place to live. The next one is scheduled for the middle of September.

Altavista PD now has a FACEBOOK page.



David T. Garrett, Jr. Director of Public Works • P.O. Box 420, Altavista, VA 24517
Telephone: (434) 369-6050 • Fax: (434) 369-6981 • dtgarrett@altavistava.gov

Public Works / Utility Report August 2015

During the month of August the Public Works / Utility Crews were busy with the following Maintenance, Repairs, and other assorted task.
These activities reflect the Town Wide Goals of Stewardship, Public Safety and Improving Customer Service as well as Improving Altavista's Environment and Image.

Work Orders Process 269

Utility Department - Water Distribution:

○ Located Miss Utility Tickets-----	68
○ Water Turn On / Turn Off(s)-----	27
○ Read Monthly Meters-----	64
○ Exchanged Meters-----	1

Utility Department - Sewer Distribution:

○ Sewer Root Cutting-----	0 Feet
○ Sewer Cleaning-----	0 Feet
○ Sewer Cleaning Manholes-----	0
○ Sewer Video-----	0 Feet
○ Sewer Video Manholes-----	0
○ Push Camera Footage-----	0 Feet

Street Department:

- Mowing-----0 Acres
- Litter Pick up-----24 Bags
- Weed Control-----161 Gallons
- Sweeping Streets-----31 Miles
- Weekend Trucks-----5
- Other Traffic Roadside Maintenance On Streets----- 379 Hrs

Buildings & Grounds and Sanitation:

- Green Hill Cemetery – Burial-----3
- Green Hill Cemetery – Cremations-----1
- Brush Collected Stops-----130 Stops
- Brush Collected Loads-----11 Loads
- Bulk Collection Stops-----123 Stops
- Bulk Collection Tonnage-----13.46 Tons
- Solid Waste Tonnage-----85.59 Tons
- Labor Hours at Green Hill Cemetery to maintain Grave Sites-----63.50 Hours
- Maintain Park Buildings-----95.50 Man Hours
- Maintain Parks, Mowing, Flowers Beds, Weed Control-----381.50 Man Hours

Special Projects:

The Utility Department has been assisting the contractors on the Bedford Water Project on cutting and capping the old water pipes and placing the new water line in Service. As of 9-3-15 the new water line is in service and all of the connections have been made to the businesses and residents. Staff is working with the engineers to attempt to solve a problem with the booster pumps at the Bedford Tank site. Due to up sizing of the water line on both sides of the booster pump, the pump will not operate proper. No consideration was giving during design of the hydraulics of the pump station and its operation. Staff is working with engineers to resolve this issue.

Water Department Report:

Water Production:

- Water Plant: 43.12 million gallons of raw water treated.
- Water Plant: 39.75 million gallons of finished water delivered.
- McMinnis Spring: 7.98 million gallons of finished water treated.
- McMinnis Spring: average 265,161 gallons per day and run time hours 15 a day.
- Reynolds Spring: 5.62 million gallons of finished water treated.
- Reynolds Spring: average 186,00 gallons per day and run time hours 11 a day.

Water Consumption From:

- Campbell County Utility and Service Authority: 000,000 Gallons

Water Sold:

- Town of Hurt 2,980,600 Gallons

Water Plant Averages for August 2015 :

- **Weekday: 22.4** hrs / day of production
1,421,000 gallons treated / day
- **Weekends: 21.2** / day of production
1,328,000 gallons treated / day

Water Plant Projects:

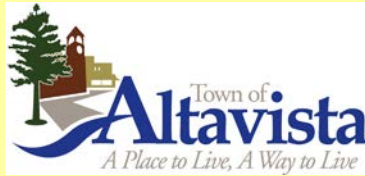
- Flushed Out Filter Line 1-5
- Installation of New Effluent Line Complete above Clear Well
- Insulation of Effluent Line outside Complete
- Emergency Effluent Line Installation Complete
- HACH Quarterly Calibration Completed
- ISI Calibration of Instrumentation at Plant and Springs completed.
- New Mixer Drives Installed and all 10 now fully operational

Wastewater Department Report

- IALR Set up switch grass test pots
- PCB conference held at IALR in Danville
- PCB conference continued at WWTP to review EOP test
- Shop and WWTP mowed around EOP
- Normal Monthly Work Session with Council
- Repaired Scum Pump in Solids Handling
- Health Insurance Meeting
- Reissued Industrial Discharge Permits (valid for 2 years)
- Conducted semi-annual industrial monitoring
- Repaired UV system (electrical cable)
- Replaced lights on Digester Cells
- Repaired Press system pressure valves
- Repaired NPW system (back in Service 6-30-15)
- Sampled industrial users for surcharge and permit compliance
- Normal plant operation and maintenance

Sludge Processed	175 wet tons
Gallons of Water Treated	64.44 MG

Plant Efficiency	
BOD Reduction	99%
TSS Reduction	98%



STAFF REPORT

To: Mayor Mattox and Council members
From: Waverly Coggsdale, Town Manager
Date: September 8, 2015
Re: Certificate of Public Convenience and Necessity (Vehicle for Hire) - *Public Hearing*

Request

A public hearing to determine if a Certificate of Public Convenience and Necessity (PCN) should be issued to Thomas Kathan for a Vehicle For Hire.

Background

Mr. Thomas Kathan has made application for a certificate of public convenience and necessity to operate a “vehicle for hire” service in the town. Pursuant to Chapter 82 of the Town Code, a Certificate of Public Convenience and Necessity (PCN) must be obtained to operate or cause to be operated public vehicles within the town. Additionally, applications for Certificates PCN are normally filed between October 1 and 15 of each year, with Town Council hearing said requests between October 15 and December 31 annually. The Code goes on to provide that Council may grant additional certificates during the year, to expire on December 31 annually, but only after proper advertisement in the paper and a public hearing.

Accordingly, Mr. Kathan has submitted an application for a Certificate of Public Convenience and Necessity for a Vehicle for Hire and the item has been advertised in accordance with the ordinance. The application indicates that such certificate would be utilized to provide transportation between Altavista and the Lynchburg area. A certificate granted at this time would expire on December 31, 2015. Mr. Kathan could reapply during the aforementioned application period for calendar year 2016 and that application would be considered per the ordinance, which does not require a public hearing if the application is submitted during the aforementioned timeframe.

At this time, the Town Council should conduct a public hearing on the application of Mr. Thomas Kathan in regard to a Certificate of Public Convenience and Necessity for Vehicle for Hire. Following the public hearing, the Council shall determine whether the public convenience and necessity requires the operation of the public vehicle for which the application has been filed.

Staff believes that providing transportation alternatives between Altavista and the Lynchburg area will be an enhancement to the citizens and can work in conjunction with the Town’s local transit system.

The applicant will also need to comply with all other local, state and federal regulations, including zoning.

Discussion/Analysis

The Town Code requires that each individual that will drive/operate a public vehicle obtain a special license from the Altavista Police Department. The code also states that each vehicle “shall have on

the outside on both sides the name of the owner in letters not less than three inches high...” Also under Sec. 82-37 certain insurance requirements are set forth.

Recommendation

It is staff’s recommendation that a determination of public convenience and necessity be made allowing for the issuance of a certificate and the issuance of operator’s license, subject to the applicant adhering to the regulations set forth in Chapter 82 of the Town Code, to allow Thomas Kathan to operate one (1) vehicle for hire (transit bus) as outlined in the application. The applicant shall also comply with all other applicable local, state and federal regulations.

Alternatives

1. Grant the request of Mr. Kathan for one (1) “vehicle for hire” (transit bus) based on a finding of public convenience and necessity.
2. Deny the request to allow Mr. Kathan to operate one (1) “vehicle for hire” (transit bus) based on lack of public convenience and necessity.

Attachments: Application; Photo of vehicle; Notice of Public Hearing; Chapter 82 of Altavista Town Code; Police Department Memo

Date 7-28-15

The undersigned hereby makes application for a certificate to operate a taxi cab business in Altavista, Virginia for the year of 2015, and submits the following information.

Full name, home and business address of applicant

Thomas Alan Kathen 1-434-229-0101
1828. Sunset Dr
Altavista VA 24517

Financial ability and responsibility of applicant

Thomas Kathen

Name and address of person lending money or furnishing capital to applicant

Thomas Kathen
P.O. BOX 251
Altavista VA 24517

Number, kind, seating capacity, design and color scheme of each public vehicle

White and Blue Trans. Bus Handicap Access. Ramp

Convictions or plea of guilty, if any, for violation of any law

None

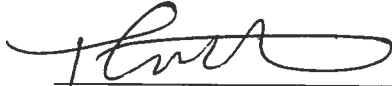
Experience of applicant in transportation of passengers for hire

Drive School Bus and also Private

Gitc Bus Service have a CDL Class B with Passenger Endorsements

Reasons why applicant believes public convenience and necessity require granting of his application

to Carry Passengers to Lynchburg From Altavista and From Lynchburg or areas to Altavista VA.



Applicant

**AUTHORIZATION FOR RELEASE
OF INFORMATION
FOR ALTAVISTA TAXI LICENSE**

I authorize the Town of Altavista, Virginia, to request and receive any and all information concerning me from any persons, schools, companies, corporations, partnerships, government sub-divisions, agencies or other entities including, but not limited to, law enforcement agencies, licensing agencies and any of my previous employers. This authorization includes, but is not limited to, authorization for the Town of Altavista to check and verify any information in my business application.

I hereby authorize any and all of the aforesaid enumerated parties to furnish the Town of Altavista any and all information concerning me.

I further release all parties referred to herein and the Town of Altavista, and/or employees from any and all liability and responsibility arising out of the release of any information concerning me.

Name: Kathan Thomas A Maiden (?) _____

Last

First

Middle

Date of Birth: 8-5-1978 (Only used for record confirmation)

Social Security Number: _____

Current Address: 1828 Sunset Dr How long? 5 years

City, State, Zip: Altavista VA

Previous Address: 237 Tanyard Rd How long? 3 years

City, State, Zip: Hart VA 24563

Driver's License # and State issued: _____

Please list all other names that information may be listed under:

Signed: [Signature] Date: 7-29-15

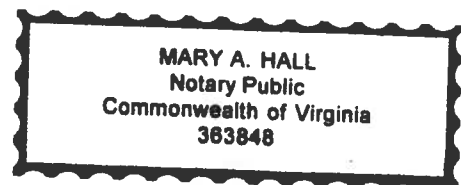
Must be signed in the presence of a notary for the application to be valid

Subscribed and sworn to before me this 29th day of July 2015

Mary A. Hall

Notary Public

My Commission expires on 10/31/17





TOWN OF ALTAVISTA

Notice is hereby given that a Public hearing will be held at the regular monthly meeting of the Altavista Town Council on Tuesday, September 8, 2015 at 7:00 P.M. in Council Chambers of the Town Hall, 510 7th Street, Altavista, VA, 24517. The Council will consider an application for a Certificate of Public Convenience and Necessity for a Public Vehicle - For Hire, per Town Code Section 82, as requested by Thomas Alan Kathan, 1828 Sunset Drive, Altavista, VA, 24517. A copy of the application may be viewed at the Town Hall. The public is invited to attend and comment on the application.

J. Waverly Coggsdale, III
Town Clerk/Town Manager

LETTERS TO THE EDITOR

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PUBLISHED: August 26, 2015 and September 2, 2015

ARTICLE I. IN GENERAL

Secs. 82-1—82-30. Reserved.

ARTICLE II. PUBLIC VEHICLES

Sec. 82-31. Definitions.

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

Driver means any person operating a public vehicle.

Owner means any person having control of the operation or maintenance of a public vehicle or of the collection of revenue derived from its operation.

Public vehicles means any motor vehicles used for the transportation for a consideration of passengers upon the streets of the town, other than common carriers of persons operating as public carriers by authority of the state department of motor vehicles or under a franchise granted by any county, city or town. Any public service corporation or any motor carrier, common carrier, or other carrier of passengers or property formerly certified by the Interstate Commerce Commission or presently registered for insurance purposes with the Surface Transportation Board of the United States Department of Transportation, Federal Highway Administration, except as provided in Code of Virginia, § 58.1-3731, or as permitted by other provisions of law.

(Code 1968, § 11-61)

Cross reference—Definitions generally, § 1-2.

State law reference—Similar provisions, Code of Virginia, §§ 46.2-2064, 58.1-3703.

Sec. 82-32. Certificate of public convenience and necessity.

(a) *Required.* It shall be unlawful to operate, or cause to be operated, public vehicles within the town without having first received a certificate of public convenience and necessity as provided in this section.

(b) *Applications.* Application in duplicate for a certificate of public convenience and necessity shall be made by the owner or proposed owner to the town council and shall furnish the following information:

- (1) Full name, home, and business addresses of applicant.
- (2) Financial ability and responsibility of applicant.
- (3) Name and address of person lending money or furnishing capital to applicant.
- (4) Number, kind, seating capacity, design and color scheme of each public vehicle.
- (5) Convictions or plea of guilty, if any, for violation of any law.
- (6) Experience of applicant in transportation of passengers for hire.

- (7) Reasons why applicant believes public convenience and necessity require granting of his or her application.

(c) *Action on application.* Application shall be filed in duplicate by the owner or proposed owner with the clerk of the town council between October 1 and 15, both inclusive, after which the town clerk shall furnish a copy to the chief of police who shall investigate the matter and report in writing to the town clerk prior to the council's next regular meeting. The town council shall hear requests for applications between October 15 and December 31 annually, after notice as to the time and place of the meeting to all holders of certificates and applicants for certificates. Applications shall be mailed at least ten days prior to the hearing, but such hearing may be continued from time to time without further notice. The town council may, for cause, cancel or revoke or suspend any certificate after notice to the holder of the certificate. The council, upon such application, shall determine whether the public convenience and necessity requires the operation of the public vehicle for which the application is filed. The town council is authorized to grant or refuse the certificate applied for, or to grant a certificate for a lesser number of vehicles than that specified in the application. Upon determination by the town council to grant a certificate, the town clerk shall transmit such certificate to the applicant, giving the name of the owner, number, kind and description of vehicle, date of issuance and expiration of the certificate, which certificate shall expire at the end of December 31 annually, unless revoked or suspended as provided in this article. Certificates shall not be transferable, and no license for the operation of any public vehicle shall be issued until the certificate shall have been issued. In addition, the town council may, at any time, grant additional certificates of public convenience and necessity to expire on December 31 annually, upon duplicate applications by an owner or proposed owner, containing the information required by subsection (b) of this section, being filed with the clerk of the town council, but no certificate shall be granted by the town council in such case as is provided in this subsection, until the applicant shall have advertised once a week for two successive weeks, within a month prior to the regular meeting of the town council at which application will be made, in a newspaper of general circulation in the town or county or counties contiguous to such town, giving the name of the applicant, the date of the regular meeting of the town council at which application will be made, and the fact that he or she is applying for a certificate for operation of a public vehicle. Such application may be acted upon, favorably or unfavorably, at such meeting or a subsequent meeting of the town council after consideration of a report in writing, after his or her investigation, made by the chief of police to the town council.

(Code 1968, §§ 11-62—11-64)

Sec. 82-33. Operator's license.

(a) *Required.* No person shall drive or operate public vehicles within the town unless he or she shall have obtained from the chief of police a special license for the purpose, which the chief of police shall grant unless the applicant for such operator's license shall, in the opinion of the chief of police, be disqualified because of physical condition, including defective hearing or defective eyesight, addiction to intoxicating liquors, narcotics, drugs, or has been convicted of

a violation of a criminal law. The chief of police may require of such applicant for an operator's license that he or she take a medical examination and submit the findings to the chief of police.

(b) *Revocation and suspension.* Upon conviction or violation of any criminal law involving moral turpitude, the license shall become void, and the licensee shall forthwith surrender it to the chief of police. The judge, or the mayor or other trial officer, invested with authority to try violations of ordinances of the town, shall have power to revoke or suspend such license for repeated violations of the traffic laws, failure to report an accident, operation of a vehicle not in good order, conviction or reckless driving, charging illegal rates, violation of laws, and ordinances, failure or refusal to complete accepted calls in the absence of satisfactory reasons. (Code 1968, §§ 11-65, 11-66)

Cross reference—Business, professional and occupational licenses, § 22-41 et seq.

Sec. 82-34. Revocation or suspension of owner or operator licenses; additional provisions.

For failure or refusal to complete accepted calls as promptly as possible, and for any other violations of any of the provisions of this article, the judge, or the mayor or other trial officer, invested with authority to try violations of ordinances of the town, may, in addition to any other penalty prescribed, revoke or suspend the license of the owner or operator. (Code 1968, § 11-67)

Sec. 82-35. Condition of vehicles.

Every public vehicle for which a certificate is issued shall be kept in good order and repair at all times, and no public vehicle shall be substituted for that described in the certificate until investigated and approved by the chief of police and endorsed on the certificate by him or her. (Code 1968, § 11-68)

Sec. 82-36. Identification and rates.

Every public vehicle shall have on the outside on both sides the name of the owner in letters not less than three inches high. The rates in effect shall be posted in a conspicuous place inside the vehicle and shall be exhibited to any person so demanding. (Code 1968, § 11-69)

Sec. 82-37. Accidents and insurance.

(a) Every accident in which any public vehicle is involved shall be immediately reported to the chief of police. Each owner shall file with the clerk of the town council and keep effective at all times a policy of insurance in some duly licensed insurance company authorized to do business in the commonwealth or providing a surety bond approved by the town council with some solvent surety in the amount specified in this section, conditioned on such owner responding in damages, or provide a cash bond in the amount specified, covering damages for

liability incurred on account of any injury to persons or damage to property resulting from the operation of such public vehicle, taxicab or for hire car as provided in subsection (b) of this section.

(b) The policy of insurance referred to in subsection (a) of this section shall insure the insured or other person against loss from any liability imposed by law for damages, including damages for care and loss of services, because of bodily injury to or death of any person, and injury to or destruction of property caused by accident and arising out of the ownership, use, or operation of such motor vehicle within the commonwealth, any other state in the United States, or Canada, subject to a limit exclusive of interest and costs, with respect to each motor vehicle, of \$25,000.00 because of bodily injury to or death of one person in any one accident and, subject to the limit for one person, to a limit of \$50,000.00 because of bodily injury to or death of two or more persons in any one accident, and to a limit of \$20,000.00 because of injury to or destruction of property of others in any one accident.

(c) Surety or cash bonds shall be for or in the amount of at least \$50,000.00 for each public vehicle for which a certificate is issued under this article. Each such policy of insurance shall contain a clause whereby the policy may not be canceled until after 30 days' notice of intention to cancel shall have been given to the town clerk.

(Code 1968, § 11-70)

State law reference—Similar provisions, Code of Virginia, § 46.2-472.

Sec. 82-38. Penalty for violation of article.

Every owner or operator of a motor vehicle used as a vehicle for the transportation of persons for a consideration on any highway, street, road, lane or alley in the town who violates any of the provisions of this article shall be guilty of a misdemeanor and, upon conviction, be fined not more than \$100.00 for the first offense and not more than \$500.00 for each subsequent offense.

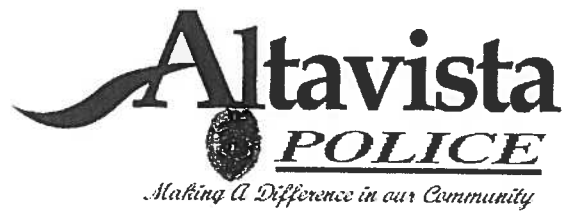
(Code 1968, § 11-71)

State law reference—Similar provisions, Code of Virginia, § 46.2-2066.

Chapters 83—85

RESERVED

B.L. Stocks
Captain



Phone: (434)369-7425

P.O. Box 420, 510 Seventh St. Altavista, Va. 24517

Fax: (434)369-5046

Date: August 3, 2015

To: Captain B.L. Stocks

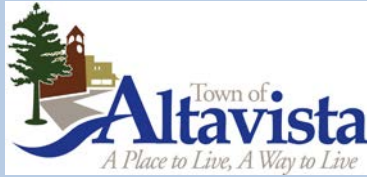
From: Sergeant Gary E. Penn

Re: Taxi License for resident Thomas A. Kathan

This memorandum is in reference to a request from The Town of Altavista to conduct a Background investigation on Altavista resident Thomas A. Kathan.

DMV records ran on 07/29/2015; show that Thomas Kathan holds a valid Virginia license with +5 points.

A check through NCIC/VCIN was conducted on 7/29/2015 and shows no criminal history for Mr. Kathan.



STAFF REPORT

To: Mayor Mattox and Council members
From: Waverly Coggsdale, Town Manager
Date: September 8, 2015
Re: Recreation Committee Recommendation – English Park Loop Road modification

Summary

Previously, staff was requested to work with a citizen in regard to increasing opportunities for individuals to enjoy the Staunton River in English Park. At last month's work session, Town Council reviewed the Recreation Committee's recommendation in regard to slight modifications to the pedestrian loop road in English Park that could assist in that request. Following discussion, Council directed staff to place this item on the September 8, 2015 Town Council Regular Meeting agenda.

Recommendation

Staff is recommending acceptance of the Recreation Committee's recommendation and direct staff to make the modifications as indicated.

Possible Motion:

"I move to accept the Recreation Committee's recommendation and direct staff to make the modification as presented."

Attachments: Recreation Committee report/recommendation; Photos

Town of Altavista Recreation Committee

Committee Members

Ann Shelton (Chairman)
Tim George (Town Council)
Victoria Mattox
Steve Dews
Tayna Overbey

Ex-Officio Members

Steve Jester (YMCA)
Dan Witt (Town Staff)
David Garrett (Town Staff)



Overview

At a meeting on July 22, 2015 the Recreation Committee considered a request my Ms. Hardy to relocate the barriers on the river road at English Park to allow access to the 3-4 picnic tables near the boat launch. The current poles don't prevent vehicles from going to these tables as it can be seen in the attached picture that vehicles drive around the right side of the posts.

Request/Recommendation

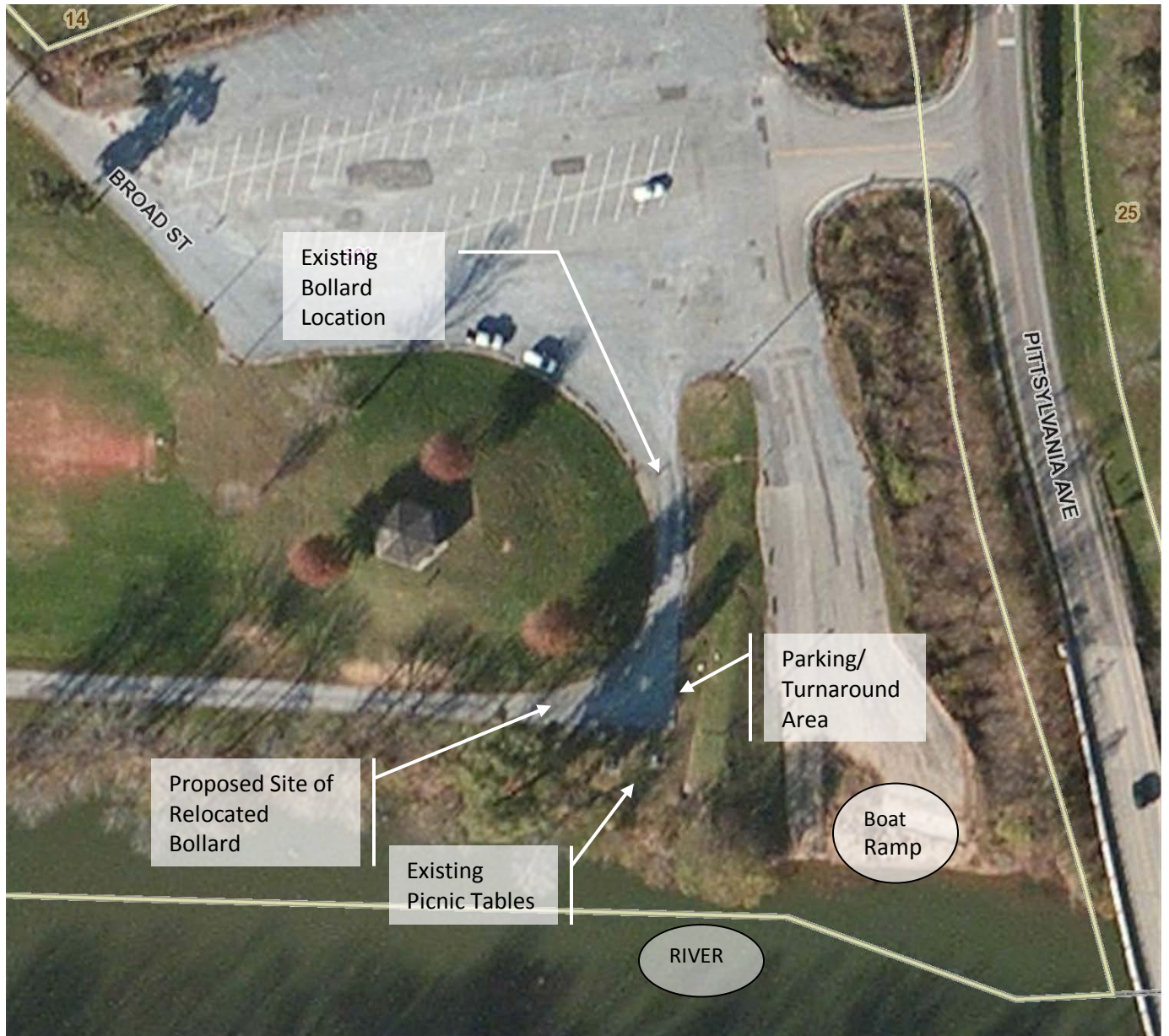
The Recreation Committee voted unanimously in favor of recommending to Town Council approval of the relocation of this barrier as requested.

Additional Information

Town Public Works crew would complete this task if approved by Town Council.

English Park Turn Around

(adjacent to Boat Ramp)





Current location of bollards on English Park pedestrian loop.



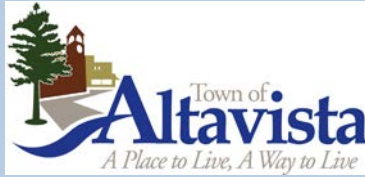
Proposed Site of Relocated Bollard (below Gazebo)



Parking/Turnaround Area and Picnic Table Area (River in background)



Parking/Turnaround Area (River/Boat Ramp in background)



STAFF REPORT

To: Mayor Mattox and Council members
From: Waverly Coggsdale, Town Manager
Date: September 8, 2015
Re: Police Residency Incentive Policy

Summary

Previously, Council discussed the possibility of implementing a policy that would provide an annual incentive for police officers living in the town limits. This policy would apply to all sworn officers that have completed their certification training and field training satisfactorily. The incentive would be \$1,500 per year. At the August Town Council Work Session this item was discussed and staff was to bring back a policy that would incorporate a Residency Incentive Program. The draft policy is attached for your review.

Based on current residency of law enforcement personnel this will impact the budget annually in the amount of \$4,500.

Recommendation

Staff is recommending acceptance of the Law Enforcement Residency Incentive Program per Town Council's direction and the approval of Town Council in regard to allocation of funds for this purpose.

Possible Motion:

"I move to accept the Law Enforcement Residency Incentive Program as outlined in the policy with an effective date of _____ and the allocation of the corresponding funds for implementation of the policy."

Attachments: Law Enforcement Residency Incentive Program policy

Town of Altavista – Law Enforcement Residency Incentive Program

Officers of the Altavista Police Department that reside within the corporate limits of the Town may be eligible for a residency incentive.

The Town of Altavista has implemented a program of allocating to sworn police officers an incentive for residing within the corporate limits of Altavista. The program is intended to benefit our officers by providing them with shorter commute times to and from the police station and accomplish the following goals what will benefit the public, town and police department:

1. Improve response time for off-duty officers when mobilized for an emergency;
2. Promote the security and well being of the citizens of the Town of Altavista by increasing the presence of police personnel in the community;
3. Promote police community relations by increasing the number of personal contacts and services performed by the department and it's personnel;
4. Reduce the opportunity for criminal activity by creating an omnipresence of police personnel throughout the community.
5. Enhance response time to priority calls while increasing the probability for criminal apprehension; and
6. Provide incentive for recruiting opportunity.

Officers who reside in the corporate limits of the town acknowledge that this benefit also comes with the responsibility of being available for emergency call back for unusual circumstances or to maintain minimum staff coverage.

The Residency Incentive Program benefit will be paid on a 1/12th pro rata share each month in the last payroll check of that month. Currently the incentive is \$1,500 annually. The Residency Incentive Program shall be limited to sworn officer, who have successfully completed their initial academy certification and their field training and are no longer on probation. The employee must be current on all fees owed to the Town of Altavista (i.e. taxes, utility fees, etc.) in order to receive their monthly benefit.

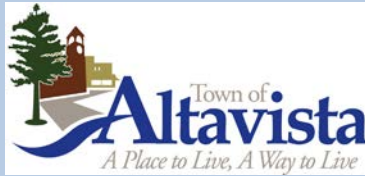
Officers are responsible for notifying the Town Manager or his designee when they move into or out of the corporate limits of the Town of Altavista.

The Residency Incentive Program may be temporarily or permanently terminated by the Town Manager or Town Council for any reason, some of which may include: 1) Violations of agency General Orders and/or Procedures; 2) Violation of Town of Altavista Rules and Regulations; and/or 3) Being delinquent in payment of any fees/payments owed to the Town of Altavista (i.e. taxes, utility fees, etc.).

Sworn officers on suspension for any reason shall automatically lose their monthly Residency Incentive Program benefit during the period of suspension.

Adopted:

Effective Date:



STAFF REPORT

To: Mayor Mattox and Council members
From: Waverly Coggsdale, Town Manager
Date: September 8, 2015
Re: Delinquent Tax List 2014

Summary

At the August Town Council Work Session, staff presented the Delinquent Tax List for 2014. Per the attached memorandum, the Finance Director requests that the actions outlined be taken in regard to advertisement of the list and the requested write offs.

Recommendation

Staff is requesting approval of the advertising of the 2014 Delinquent Tax Lists and the Write Offs as listed in the attached correspondence.

Possible Motion:

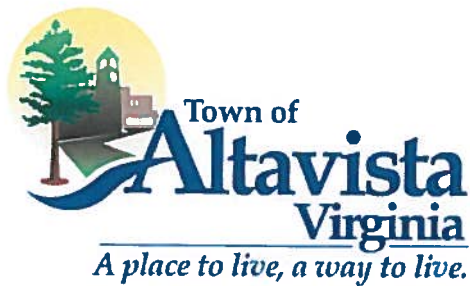
*Motion: "I move that the Delinquent Tax List be printed in the Altavista Journal." (NOTE: Ad would run in October and the cost of the ad would be prorated to the delinquent taxpayers, upon payment.)
Delinquent Taxes: Real Estate: \$15,203.96 Personal Property: \$20,940.66*

Motion: "I move that the Delinquent Taxes for deceased individuals be written off, in the total of \$781.54."

Motion: "I move that the Delinquent Personal Property Taxes under \$20.00 be written off, in the amount of \$14.31."

Motion: "I move that the 2009 Delinquent Taxes be written off, due to statute of limitations, regarding personal property taxes in the amount of \$3,325.67." (NOTE: Collection efforts will continue on 2010 taxes until June 2016, after which staff will write off all uncollected 2010 personal property taxes.)

Attachments: Memorandum from the Treasurer; Delinquent Tax List(s) – Deceased Individuals (write-off); Under \$20 (write off); 2014 Delinquent Real Estate Taxes; 2014 Delinquent Personal Property Taxes; 2010 Delinquent Personal Property Taxes (write off)



TO: Mayor Mattox and Members of Council

FROM: Tobie Shelton

DATE: August 21, 2015

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, and the 2010 personal property taxes due to statute of limitations making it difficult for us to collect.

Thank you.

Sec. 70-4. - Delinquent lists submitted to council; publication of lists.

- (a) A copy of each of the five lists mentioned in section 70-3(a) shall be submitted by the treasurer to the town council. Such lists shall be submitted at the first meeting of the town council held after the treasurer has completed the lists.
- (b) The treasurer may, or shall, at the direction of the council, certify to the county commissioner of the revenue a copy of the list of real estate on the commissioner's land book improperly placed thereon or not ascertainable. The commissioner of the revenue shall correct his or her land book accordingly. The treasurer shall be given credit for the entire amount of the taxes included in the list and may destroy the tax tickets made out by him or her for such taxes. The treasurer shall be given credit for all taxes shown on the list mentioned in section 70-3(a)(4) and (5) and for obligations discharged in bankruptcy as described in section 70-3
- (c) The town council may cause the lists mentioned in section 70-3(a)(2) and (3), or such parts thereof as deemed advisable by the treasurer, to be published at least once in a newspaper in the town, but if there is no newspaper published in the town, then in some newspaper having general circulation therein or in handbills to be posted generally throughout the town, and at the front door of the courthouse thereof for a period of 30 days.
- (d) The publication costs shall be paid for by funds allocated for that purpose by the town council, and shall be charged to the delinquent taxpayers listed. The sum payable by each delinquent taxpayer shall be determined by dividing the total publication costs incurred per 30-day period, by the number of delinquent taxpayers listed per 30-day period.

(Code 1968, § 2-3.1(C))

State law reference— Similar provisions, Code of Virginia, § 58.1-3924.

**TOWN OF ALTAVISTA
DELINQUENT PERSONAL PROPERTY TAXES
DECEASED INDIVIDUALS**

August 19, 2015

(Recommended write-off)

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>	<u>TAX AMOUNT</u>
Dews, Stephanie	various	\$ 128.70
Harrison, Barbara	various	\$ 56.97
Kershner, Darl	63013	\$ 46.25
Mays, Thurmond	12992	\$ 40.15
Mays, Virginia	12996	\$ 19.25
McCluster, Lafe	58959	\$ 47.68
Pannell, Harry Jerome	various	\$ 66.78
Pannell, John E	various	\$ 230.27
Payne, Herman William	17102	\$ 17.60
Pingilley, Joshua Curtis	66237	\$ 33.41
Ransom, Herbert Otey	60065	\$ 44.43
Walter Myers Estate	various	\$ 50.05
	TOTAL	\$ 781.54

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

August 19, 2015

(Recommended write-off)

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>	<u>TAX AMOUNT</u>
Andrews, Preston	10736	\$ 3.42
Markins, Jacqueline	61649	\$ 4.35
Moon, Carroll Wayne	55971	\$ 1.67
Motley, La Mancha	64699	\$ 3.15
Northern Leasing Systems	16834	\$ 2.79
Ridgeway, Lorie	61409	<u>\$ 2.35</u>
	TOTAL	\$ 14.31

**TOWN OF ALTAVISTA
DELINQUENT REAL ESTATE TAXES
August 19, 2015**

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>		<u>TAX AMOUNT</u>
1634 Melinda Dr	46041	\$	748.51
Annas, Richard & Deborah	44571	\$	311.85
Ashwell, William & Gracie	44623	\$	49.00
Austin, Terry L	47079	\$	175.88
Bell, Billy Joe	44679	\$	206.98
Brown, Dena L	47245	\$	3.39
Camden Alta Vista Assoc	54331	\$	657.26
Camden Alta Vista Assoc	54333	\$	6,632.44
Clark, Lillian	45043	\$	266.87
Coleman, Dorella	45119	\$	162.10
Cook, Frances D	45173	\$	24.33
Crider, Deborah W	45259	\$	147.16
Davis, Kathy	44585	\$	20.28
Delappe, Janet B	47505	\$	12.91
Devon Mobile Communications	48543	\$	115.20
Dickinson, Brian E	45253	\$	769.88
Fox, Percy & Katherine	45755	\$	177.41
Fox, Percy & Katherine	45757	\$	21.12
George B Tribble LLC	44627	\$	280.64
Gill, Deedee	45727	\$	139.23
Gregory, Marcellus Preston	45927	\$	468.89
Hall, David	45961	\$	84.82
Hall, David	45963	\$	84.82
Hamer, Jeston	46557	\$	289.11
Hamlett, Charlotte	45991	\$	94.28
Harris, Gene & Charlene	46019	\$	137.25
Harris, Joshua & Stephanie	46015	\$	138.55
Haskins, John B	46031	\$	33.69
Haskins, John B	46033	\$	33.69
Haskins, John B	46535	\$	294.20
Interstate Mortgage Corp	46681	\$	876.05
Kershner, Darl & Shirley (Kevin)	46363	\$	109.98
Minnis, Earl & Odessa	46745	\$	107.05
Minnis J F Estate	46749	\$	16.22
Monroe Enterprises Inc	46797	\$	404.16
Nichols, Patsy T	46969	\$	25.34
Pannell, John & Katie	169	\$	160.51
Payne, Cindy L	47055	\$	162.88
Perkins, Michael Brandon	47101	\$	119.63
Reynolds, Donna	45511	\$	100.53
Schon, Julianna Hubbard	46177	\$	14.78
Stepney, Clinton & Jeannette	47743	\$	206.82
Thacker, Christopher K/Janet	47853	\$	611.20
Thomasville Retail	46411	\$	195.75

Trent, Curtis & Brenda	47941	\$	160.67
Tucker, Merri Cynthia	47963	\$	28.22
Tweedy, William H	48299	\$	20.28
Wright, John & Yvonne	48285	\$	20.11
Wright, John & Yvonne	48287	\$	5.21
Wright, John & Yvonne	48289	\$	<u>25.34</u>
	TOTAL	\$	15,203.96

**TOWN OF ALTAVISTA
DELINQUENT REAL ESTATE TAXES
AUGUST 19, 2015
UNDER \$20.00**

TAXPAYER NAME

TAX ROLL NUMBER

TAX AMOUNT

None to report

TOWN OF ALTAVISTA
DELINQUENT PERSONAL PROPERTY TAXES
August 19, 2015

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>		<u>TAX AMOUNT</u>
Adams, Angela Doreatha	61609	\$	27.66
Adventure Entertainment Inc	16962	\$	356.19
Alexander, Vernon Louis	62225	\$	46.25
Andrews, Quentin Blaine	63481	\$	17.60
Andrews, Shannon Leigh	63453	\$	49.74
Annas, Deborah David	60569	\$	42.52
Annas, Deborah David	66023	\$	37.63
Annas, Richard Leon	50813	\$	80.30
Anthony, Sharon Laverne	65497	\$	34.13
Anthony, Thomas Julian	15896	\$	80.30
Anthony, Thomas Julian	15898	\$	80.30
Ashwell, Buford Lynn	18132	\$	22.29
Austin, Charles Thomas	57747	\$	12.06
Austin, Charles Thomas	57749	\$	19.25
Austin, Charles Thomas	62473	\$	6.42
Austin-Barnwell, Inge Marie	57825	\$	46.39
Austin-Barnwell, Inge Marie	59527	\$	36.78
Austin-Barnwell, Inge Marie	61063	\$	20.90
Ayers, Florence Marie	64591	\$	29.61
Ayers, Florence Marie	65933	\$	58.39
B & D Auto Sales	64169	\$	117.33
Bank of the West	62873	\$	266.45
Barnes, Terry Davis Jr	66419	\$	27.05
Barnwell, Laquienta	66459	\$	30.53
Barnwell, Laquienta	66461	\$	26.42
Berger, Tina Cook	60493	\$	17.60
Birdsall, Cassandra	66513	\$	53.85
Bogert, Abbey Marie	65051	\$	88.96
Bogert, Kyler Charles	61871	\$	31.67
Bolen, Brenda Jo	66551	\$	38.13
Branzelle, Susan Palmer	61913	\$	45.76
Brees, Robyn Ann	61369	\$	33.72
Brees, Robyn Ann	65775	\$	32.90
Brooks, Phyllis Barbour	59115	\$	44.81
Brooks, Teri Kelly	60135	\$	22.76
Brooks, Teri Kelly	60137	\$	55.58
Brooks, Teri Kelly	63113	\$	62.73
Brooks, Teri Kelly	64703	\$	56.68
Brown, Carolyn Joan	59941	\$	17.60
Brown, Shana Matirs	58659	\$	91.32
Brown, Shana Matirs	58661	\$	80.30
Brown, Shana Matirs	58663	\$	80.30
Brown, Virginia Catherine	61825	\$	31.95
Bruce, Jonathon Markey	66043	\$	17.60
Brumfield, Candace Nicole	62105	\$	41.36

Brumfield, Candace Nicole	64957	\$	36.85
Brumfield, Candace Nicole	64959	\$	69.36
Brumfield, Jonathan Wayne	53701	\$	22.55
Brumfield, Jonathan Wayne	53703	\$	22.55
Burgess, Benjamin K	65741	\$	53.43
Butler, Frances Davis	61081	\$	17.60
Cadogan, Brandon Andrew	59031	\$	62.70
Cadogan, Tyrone Jerome	58785	\$	43.45
Callands, Kenneth Lewis	66135	\$	54.98
Canada, Kris Antino	63769	\$	60.23
Canada, Kris Antino	65053	\$	17.83
Canada, Tallulla L	59549	\$	62.70
Cassidy, Michael Shawn	66391	\$	43.06
Cassidy, Michael Shawn	66393	\$	17.60
Castillo, Isidro	60345	\$	91.03
Catron, Jamie Lynn	60181	\$	28.48
Catron, Jamie Lynn	63163	\$	26.02
Chambers, Gregory Paul	64995	\$	19.25
Chambers, Gregory Paul	64997	\$	19.25
Chapman, Andrea G	20128	\$	44.30
Chapman, Andrea G	61087	\$	62.15
Chapman, Andrea G	65519	\$	46.25
Chauncey F Hutter Inc	51693	\$	118.53
CHMI Inc/I Love NY Pizza	63871	\$	11.73
CJL Enterprises Inc	59093	\$	142.23
Clark, Crystal Jenell	66287	\$	48.71
Clerval, Dennis Martin Jr	66647	\$	17.60
Coffer, Angela Brandi	64849	\$	28.61
Coffer, Angela Brandi	66123	\$	27.24
Cole, Linda Ann	64845	\$	17.60
Cole, Vincent Ethan	65173	\$	17.60
Cole, Vincent Ethan	65175	\$	27.11
Coles, Carrissa Tscharner	60313	\$	52.06
Coles, Carrissa Tscharner	62107	\$	33.34
Cook, Anthony McCory	63193	\$	17.60
Cook, Anthony McCory	64771	\$	29.61
Cook, Donnell Preston 3rd	59137	\$	65.08
Cook, Donnell Preston 3rd	64853	\$	43.15
Cook, Donnell Preston 3rd	66127	\$	27.66
Crider, Shamica Nicole	60393	\$	42.24
Cummings, Franklin H	11548	\$	43.45
Dalton, Kenneth Winford	66607	\$	29.21
Davila-Ortiz, Elvia	65077	\$	33.41
Davila-Ortiz, Elvia	66257	\$	50.14
Davis, Blake Taylor	63401	\$	57.75
Davis, Ernestine Marie	66375	\$	17.60
Davis, Jacqueline	63389	\$	28.89
Davis, Jacqueline	66421	\$	37.51
Davis, Jeremy Maurice	63691	\$	57.75
Davis, Jeremy Maurice	63693	\$	99.71
Davis, Karlton L	60307	\$	22.55
Davis, Karlton L	64823	\$	30.80

Davis, Taneshia Leshea	63459	\$	44.70
Davis, Taneshia Leshea	66211	\$	63.50
Deshazor, Ronnie	66487	\$	44.70
Dickerson, Brittany Leschae	61941	\$	119.91
Dominique, Warren Anthonio	65059	\$	17.60
Dominique, Warren Anthonio	65061	\$	17.60
Doss, Michelle Latoya	58509	\$	30.94
Easley, Quintin Matthew	55515	\$	62.70
Elliott, Damaris Darcella	66539	\$	29.82
Elliott, Damaris Darcella	66541	\$	27.97
Elliott, Richard Terrell	62183	\$	21.38
Elliott, William E	62629	\$	60.02
Ellis, Harold	62381	\$	35.38
Ellis, Harold	63303	\$	34.01
Ellis, Harold	63305	\$	38.50
Evans, Yalonda Michelle	62451	\$	32.29
Everhart, Edward Max 3rd	61521	\$	44.81
Everhart, Edward Max 3rd	61523	\$	34.63
Farrar, Leslie Meadows	63655	\$	64.06
Farrell, Marisa Marie	66617	\$	58.77
Farrell, Marisa Marie	66619	\$	46.25
Farrell, Marisa Marie	66621	\$	17.60
Fielder, Eddie Johnson	66107	\$	40.50
Fielder, Eddie Johnson	66109	\$	34.44
Fielder, Wendy Bolen	64735	\$	49.75
Fielder, Wendy Bolen	64737	\$	19.25
Fitzgerald, Linda P	66699	\$	29.92
Ford, Randy	64621	\$	93.14
Fox, Kelly Nichole	59073	\$	31.76
Fox, Kelly Nichole	60347	\$	35.14
Fox, Kelly Nichole	63273	\$	41.01
Fox, Percy L	53067	\$	22.29
Fox, Percy L	57957	\$	22.29
Gabel, Joseph Roy	64837	\$	19.25
Garvin, Dedrick Slayton	62233	\$	33.11
Garvin, Dedrick Slayton	62235	\$	17.60
Giboyeaux, Felicia Jannette	66555	\$	39.47
Giboyeaux, Felicia Jannette	66557	\$	52.10
Giboyeaux, Felicia Jannette	66559	\$	28.89
Gilbert, Sherwood	59823	\$	41.87
Gilbert, Sherwood	59827	\$	22.55
Glass, Michael Doyle	65283	\$	57.16
Goodman, James Robert Jr	56273	\$	37.21
Goodman, James Robert Jr	51719	\$	93.87
Graves, Earl Levar	65929	\$	17.60
Graves, Kiara Marie	66213	\$	39.06
Graves, Lindsey Alphonzo	59183	\$	80.30
Graves, Lucy Mitchell	61699	\$	102.31
Graves, Lucy Mitchell	63161	\$	40.76
Graves, Margaret M	64251	\$	66.17
Graves, Preston Oshea	65105	\$	37.50
Greene, William Henry Jr	66005	\$	34.75

Greene, William Henry Jr	66007	\$	37.10
Gregory, Marcella Pearl	17254	\$	38.12
Gregory, Marcellus Preston	62029	\$	33.41
Gregory, Marcellus Preston	62429	\$	49.63
Gregory, Marcellus Preston	63371	\$	28.06
Hall, Senca Oneil	64729	\$	73.14
Hall, Trevor Wayne	61917	\$	104.75
Hall, Trevor Wayne	63317	\$	86.02
Hall, William Keith	63577	\$	17.60
Hamlett, Charlotte	53085	\$	27.05
Harris, Eugene Allen	66561	\$	17.60
Haynes, Brian Eugene	66689	\$	36.85
Haynes, Brian Eugene	66691	\$	42.03
Hendricks, Terri Lynn	63695	\$	78.13
Hensley, Jason Brian	63713	\$	137.25
Hines, Susan Marie	65233	\$	17.60
Holcombe, Jessica D	62239	\$	79.75
Holcombe, Jessica D	62241	\$	348.86
Holland's Asphalt Sealing	60383	\$	61.05
Hubbard, Robert A Jr	57343	\$	9.98
Hubbard, Robert A Jr	66097	\$	61.55
Hubbard, Robert A Jr	66099	\$	17.60
Hudson, Alicia M	62007	\$	80.77
Hudson, Sarah Elizabeth	58569	\$	94.82
Hudson, Sarah Elizabeth	61673	\$	191.13
Hunt, Josh L	66693	\$	89.26
Hunt, Shanna Nicole	63789	\$	34.28
Hunt, Shanna Nicole	65323	\$	30.57
Hunt, Shanna Nicole	66407	\$	29.10
Hyman, Jerome Terrill	66339	\$	42.24
Hyman, Jerome Terrill	66341	\$	29.92
Jaudon, Sharlay Lashawn	65039	\$	93.05
Jennings, Denita J	58013	\$	57.34
Jennings, James Junior	64743	\$	19.25
Jennings, Kevin Lee	62035	\$	12.78
Jennings, Kevin Lee	62037	\$	96.70
Johnson, Jeffrey Marlando	66639	\$	49.54
Johnson, John Charles	63441	\$	50.97
Johnson, Sharmia Danielle	60653	\$	87.77
Johnson, Sharmia Danielle	64903	\$	134.65
Jones, Brittney Denise	63461	\$	38.37
Jones, Brittney Denise	64987	\$	37.38
Jones, Corey D	59517	\$	29.61
Jordan, Junior	51257	\$	68.61
Jordan, Junior	58505	\$	57.75
Kershner, Darl K Jr	65147	\$	68.54
Kershner, Darl K Jr	63013	\$	46.25
Kershner, Kevin Ray	63385	\$	17.60
Kershner, Kevin Ray	66191	\$	17.60
Kidd, Corey Blaine	63313	\$	17.60
Kidd, Corey Blaine	66153	\$	17.60
King, Mary Rosenberger	63253	\$	59.90

Klekotka, Teresa Lynn	66609	\$	17.60
Klemm, Adam Robert	65125	\$	17.60
Lee, Todd Wayne	62301	\$	59.90
Lee-Peerman, Twyla	64803	\$	45.94
Lewis, Joshawa Dale	64555	\$	29.53
Little, David Malcolm	60535	\$	24.63
Little, David Malcolm	60537	\$	41.87
Lomotey, Michael	66499	\$	66.38
Lomotey, Michael	66501	\$	17.60
Lovelace, Victoria Denise	64778	\$	17.60
Mahoney, Richard	61885	\$	78.17
Mann, Brittany Nicole	65153	\$	17.60
Marshall, April L	66225	\$	28.28
Martin, Shannon Henry	65829	\$	17.60
Martinez, Raymundo	66529	\$	32.29
Maselli, Karina	63585	\$	44.99
Mattox, Dustin Brice	58957	\$	35.86
Mattox, Dustin Brice	63257	\$	100.72
Mattox, Dustin Brice	66119	\$	42.44
Mays, Thurmond	12992	\$	40.15
Mays, Virginia	12996	\$	19.25
McCuen, Teresa Anders	62133	\$	55.49
McCuen, Teresa Anders	64861	\$	54.88
McDaniel, Robert W	62521	\$	32.43
Melvin, Shannon Charisse	65983	\$	68.12
Miller, Charles Joseph	60183	\$	31.72
Miller, Charles Joseph	61705	\$	40.15
Miller, Charles Joseph	61707	\$	19.25
Miller, Sheryl Laverne	64601	\$	29.92
Miller, Sheryl Laverne	65953	\$	63.80
Miracle Outreach Deliverance	56841	\$	69.23
Mitchell, Renita Latoya	66039	\$	74.47
Mlynarczyk, Thomas Andrew	63467	\$	42.08
Monroe, Harold E	15250	\$	43.45
Monroe, Harold E	15252	\$	43.45
Moon, Cindy A	13144	\$	17.60
Moon, Frenzella C	64527	\$	17.60
Moon, Kenneth Clyde Jr	61025	\$	17.74
Moon, Kenneth Clyde Jr	61483	\$	33.21
Moon, Ranata Cheronne	59107	\$	29.00
Moon, Ricco O'Neal	66409	\$	17.60
Moore, Heather Ann	66215	\$	27.97
Moore, Heather Ann	66217	\$	17.60
Moore, James Albert Jr	60111	\$	12.78
Moore, James Albert Jr	60789	\$	24.05
Moore, Kasha Marie	66155	\$	81.57
Moorefield, Merle Giles	64693	\$	54.35
Moorman, Daisy Laurene	59109	\$	114.79
Moorman, Darrell Lee	64969	\$	29.92
Mooreland, Jessica Desiree	64989	\$	52.92
Morris, Rita Ann	63615	\$	34.44
Myers, Angela Eloise	20752	\$	29.00

Myers, Deandre Marcus	65205	\$	46.74
Myers, Franklin Deron	63703	\$	59.91
Myers, Franklin Deron	66239	\$	52.10
Myers, Iuwanti Kendra	63205	\$	103.47
Myers, Iuwanti Kendra	64777	\$	36.69
Myers, Iuwanti Kendra	66071	\$	35.26
Myers, Sandy Berger	60407	\$	76.06
Myers, Sandy Berger	62041	\$	74.23
Myers, Sandy Berger	63373	\$	40.50
Myers, Sandy Berger	63375	\$	20.90
Myers, Stevie Clinton	65911	\$	29.92
Nelson, Shawntae P	61927	\$	39.28
Nelson, Shawntae P	64909	\$	34.95
Nelson, Shawntae P	64911	\$	36.46
Nelson, Shawntae P	65243	\$	30.68
Newman, Sherrie Lynn	66267	\$	52.82
Nichols, Christy	49275	\$	35.00
Oliver, Renauldo Sinclair	57157	\$	22.55
Osment, Deann Michele	64435	\$	36.81
Paape, Ronald Charles 2nd	53907	\$	19.25
Padgett, Theresa Ann	60127	\$	37.86
Paggans, Robert William	63009	\$	32.74
Pannell, John E	13402	\$	17.60
Pannell, John E	13406	\$	17.60
Pannell, John E	13412	\$	17.60
Pannell, John E	54777	\$	29.92
Pannell, John E	56365	\$	45.12
Pannell, John E	56373	\$	17.60
Pannell, John E	58079	\$	31.56
Pannell, John E	56365	\$	45.12
Pannell, John E	56373	\$	17.60
Pannell, John E	58079	\$	31.56
Pannell, John E	64329	\$	35.67
Pannell, John E	65639	\$	17.60
Patrick, Dorothy Marie	62737	\$	132.89
Patrick, Dorothy Marie	64335	\$	46.16
Payne, Herman William	17102	\$	17.60
Payne, Jasmine Symone	66365	\$	37.51
Payne, John C	56083	\$	66.76
Payne, John C	62537	\$	57.75
Peerman, Earnstine Michelle	60335	\$	52.92
Pennix, Tammy Evette	63927	\$	30.12
Pennix, Tammy Evette	64899	\$	17.60
Perkins, Michael Brandon	54197	\$	139.63
Perkins, Michael Brandon	61491	\$	9.98
Perkins, Michael Brandon	61493	\$	14.90
Perkins, Michael Brandon	61495	\$	9.98
Perkins, Michael Brandon	61497	\$	17.60
Petty, Philip/Main St Buffet	64009	\$	88.00
Pickett, Tammy Lynn	57471	\$	79.60
Pittman, Kimberly Michelle	62909	\$	65.61
Pittman, Kimberly Michelle	66593	\$	122.61

Plumley, Ashley Dawn	64991	\$	32.49
Power, Annette O	62931	\$	19.25
Power, Annette O	62933	\$	51.90
Power, Jessica Lynn	61829	\$	104.71
Power, Jessica Lynn	63405	\$	116.17
Pritchett, James Edward	53327	\$	80.30
Pryse Enterprises	62385	\$	526.16
Ransom, Herbert Otey	60065	\$	44.43
Reaves, Edwin Tremaine	66653	\$	149.01
Reaves, Edwin Tremaine	66655	\$	17.60
Reddy Ice Corp	63895	\$	40.64
Reynolds, Albert McLinden	64487	\$	19.25
Reynolds, Donna Margaret	63129	\$	37.63
Rice, Kelli Lynn	61747	\$	54.71
Rice, Krystal Lee	61785	\$	46.29
Richardson, Jr David Lee	66697	\$	36.49
Robertson, Lindsey Gayle	65277	\$	19.25
Robinson, Carl Antonio	55539	\$	43.45
Robinson, Carl Antonio	61701	\$	43.56
Robinson, James W 3rd	57473	\$	29.00
Rogers, Joyce Edwards	65923	\$	31.16
Sanitate, Joseph James Jr	60643	\$	57.75
Scott, Kimberley Dawn	65237	\$	32.30
Shelton, Kimberly McDaniel	60605	\$	44.21
Shelton, Michael Jeffrey	62207	\$	43.45
Shelton, Michael Jeffrey	62209	\$	43.45
Shelton, Shanel Denise	53359	\$	80.30
Shelton, Stuart Arthur	59887	\$	80.30
Shields, Dwayne E	10534	\$	71.90
Shields, Jeremy Lynn	56781	\$	80.30
Shields, Jeremy Lynn	56783	\$	90.55
Shields, Jeremy Lynn	63035	\$	35.72
Shields, Jeremy Lynn	65939	\$	17.60
Simpson, Cody Bradley	66667	\$	70.27
Slayton, Raven Sheree	62215	\$	47.27
Smith, Latesha Idell	60511	\$	17.60
Smith, Leah Kate	64951	\$	17.60
Smith, Mitzi Marie	63519	\$	160.53
Smith, Sylvia Cabler	65637	\$	41.74
Smith, Treasia Elizabeth	65041	\$	19.25
Smith, Treasia Elizabeth	65043	\$	37.96
Smith, Treasia Elizabeth	66249	\$	67.78
Speed-Keane, April Renee	61447	\$	109.62
Spradlin, Pauline R	66369	\$	31.67
Stegall, Willie Ben Jr	59961	\$	17.60
Stewart, James Darrell Jr	66613	\$	17.60
Stone, Germaine Monroe	61787	\$	80.30
Stone, Karon Lee	62795	\$	249.52
Stone, Marcus Dean	55977	\$	80.30
Stone, Phillip Anthony Jr	61865	\$	40.15
Stone, Tonya Logwood	61929	\$	32.02
Stone, Tonya Logwood	63323	\$	33.47

Stone, Tonya Logwood	64913	\$	31.95
Stone, Tonya Logwood	64915	\$	33.91
Strouth, Jerry Francis	58445	\$	63.03
Sutphin, Joel Wayne Sr	52729	\$	48.31
Sutphin, Joel Wayne Sr	53225	\$	9.98
Sutphin, Joel Wayne Sr	65711	\$	63.38
Sutphin, Joel Wayne Jr	57127	\$	43.45
Tapp, Wesley Scott	51115	\$	29.92
Tarpley, Demetrius	65207	\$	42.70
Thacker, Ashley Nicole	66417	\$	69.13
Thacker, Janet Scruggs	58467	\$	32.99
Thomas, Adettra A	59417	\$	104.59
Thomas, Danielle Michelle	61743	\$	39.03
Thomas, Vicky L	64529	\$	140.99
Thornhill, Russell L	56459	\$	89.12
Trent, Brenda Marsh	62099	\$	25.72
Trent, Brenda Marsh	64955	\$	17.60
Tucker, Angela Eloise Myers	55949	\$	41.93
Tucker, Gloria Dalton	55061	\$	116.14
Tucker, Marvalin	66573	\$	32.17
Tucker, Marvalin	66575	\$	28.48
Tucker, Marvalin	66577	\$	38.86
Tucker, Raven	66509	\$	30.74
Tucker, Raven	66511	\$	38.86
Tucker, Shirley Mae	60467	\$	65.86
Tweedy, Patrick H	14450	\$	234.67
United Telephone of Ohio	62147	\$	199.10
Unroe, Judith	59509	\$	35.38
Unroe, Judith	61051	\$	88.60
Vaughn, Whitney	65267	\$	5.54
Vaughn, Whitney	65269	\$	31.15
Vennable, Shanice Alicia	66599	\$	71.50
Wade, Joshua Allan	60119	\$	22.55
Wade, Joshua Allan	60121	\$	35.64
Wade, Joshua Allan	60123	\$	62.70
Wade, Joshua Allan	60125	\$	22.55
Wade, Joshua Allan	61627	\$	35.64
Wade, Joshua Allan	64675	\$	67.35
Waller, Christopher Lee	63521	\$	45.66
Waller, James Alvin	14508	\$	37.41
Waller, James Alvin	62817	\$	45.31
Waller, Karrissa Reshod	66323	\$	17.60
Waller, Kerry Wayne	59881	\$	31.16
Waller, Kerry Wayne	59883	\$	17.60
Waller, Kerry Wayne	64475	\$	30.12
Waller, Kerry Wayne	65813	\$	49.63
Waller, Tracy Johnathon Jr	61985	\$	22.55
Ward, Samuel Michael	66615	\$	38.95
White, Tammie Lynn	60667	\$	83.67
White, Tammie Lynn	60669	\$	80.77
White, Tammie Lynn	60671	\$	62.07
Whiteside, Joanne Brown	60351	\$	49.77

Whitley, Kayla Elizabeth	65025	\$	44.30
Whitley, Kayla Elizabeth	66355	\$	60.42
Williams, Sandy Michelle	63235	\$	44.19
Wilmouth, Lisa Gail	64773	\$	99.52
Wilson, Billie Ruth	62995	\$	33.21
Wimbush, Erika Denise	61863	\$	82.15
Witt, Rhonda Shelton	63131	\$	36.78
Womack, Stephanie Ann	62017	\$	53.20
Woodruff, Sharon Elizabeth	58453	\$	43.08
Woodruff, Sharon Elizabeth	64611	\$	19.25
Woods, Jessica Ann	60289	\$	85.87
Woods, Jessica Ann	61823	\$	41.36
Wright, Ashley RYanne	61861	\$	44.07
Younger, Donnie Lynn	66695	\$	25.91
Younger, Jeremy Jermaine	61989	\$	49.51
	TOTAL	\$	20,940.66

**TOWN OF ALTAVISTA
DELINQUENT PERSONAL PROPERTY TAXES**

August 19, 2015

2010 TAX YEAR

(Recommended write-off)

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>		<u>TAX AMOUNT</u>
Anthony, Thomas Julian	15896	\$	24.20
Anthony, Thomas Julian	15898	\$	24.20
Bell, Quinn Keontae	60459	\$	49.10
Berger, Brittany Nicole	60649	\$	24.20
Brinkley, Stephen Travis	56887	\$	24.20
Brown, Shana Matirs	58659	\$	36.45
Brown, Shana Matirs	58661	\$	24.20
Brown, Shana Matirs	58663	\$	34.09
Brumfield, Jonathan Wayne	53701	\$	24.20
Brumfield, Jonathan Wayne	53703	\$	24.20
Butler, George Calvin	16416	\$	24.20
Butler, George Calvin	21668	\$	24.20
Cadogan, Brandon Andrew	59031	\$	24.20
Cadogan, Tyrone Jerome	58785	\$	24.20
Canada, Tallulla	59549	\$	24.20
CJL Enterprises	59093	\$	50.49
Clark, Lewis Sr	52851	\$	24.20
Coleman, Michelle	58237	\$	44.23
Cook, Joanne Myers	58733	\$	134.13
Davis, Karlton	53935	\$	24.20
Davis, Karlton	60307	\$	24.20
Easley, Quintin Matthew	55515	\$	24.20
Elder, Sara Renee	60633	\$	58.43
Ellis, Harold	62381	\$	39.09
Fox, Brandon Heath	60191	\$	43.82
Fox, Kelly Nichole	59073	\$	34.36
Fox, Kelly Nichole	60347	\$	38.25
Gabel, Joseph Roy	58993	\$	35.05
Gilbert, Sherwood	59823	\$	46.33
Gilbert, Sherwood	59825	\$	39.66
Gilbert, Sherwood	59827	\$	24.20
Goard, James Eugene	16016	\$	34.09
Goodman, James Robert Jr	12168	\$	24.20
Goodman, James Robert Jr	56273	\$	34.45
Graves, Lindsey Alphonzo	59183	\$	24.20
Green, Nathaniel E	59455	\$	21.45
Green, Nathaniel E	59457	\$	24.20
Green, Nathaniel E	59459	\$	34.91
Green, Nathaniel E	59461	\$	24.20
Green, Nathaniel E	59463	\$	40.91
Harris, Charlene P	59647	\$	40.33
Holland's Asphalt	60383	\$	24.20
Hull, Michael Ray	56597	\$	85.70
Kidd, Krystal Renee	60257	\$	47.30

Little, Brandy Renee	60269	\$	24.20
Little, David Malcolm	60535	\$	13.72
Little, David Malcolm	60537	\$	45.77
Mahoney, Richard	60541	\$	52.45
Martin, Shannon Henry	58295	\$	24.20
Martin, Shannon Henry	59895	\$	40.33
Monroe, Harold E	15250	\$	24.20
Monroe, Harold E	15252	\$	24.20
Monroe, John P	58053	\$	24.20
Moore, Ashley Marie	60115	\$	47.30
Moore, James Albert	60111	\$	9.73
Moore, James Albert	60627	\$	47.86
Myers, Sandy Berger	60407	\$	43.55
Myers, Stevie Clinton	55137	\$	40.20
Myers, Stevie Clinton	58391	\$	24.20
Oliver, Renauldo Sinclair	57157	\$	24.20
Padgett, Theresa Ann	60127	\$	41.45
Payne, Adrienne Lawon	60629	\$	47.86
Payne, Vertna Lee	58321	\$	45.77
Power, Jessica Lynn	60305	\$	56.20
Pritchett, James Edward	53327	\$	24.20
Robinson, Carl Antonio	55539	\$	24.20
Rosser, Charles Eugene	60003	\$	37.28
Shanks, Thomasine	54951	\$	62.05
Shanks, Thomasine	58243	\$	24.20
Shelton, Kimberly McDaniel	60605	\$	48.12
Shelton, Michael Jeffrey	60957	\$	24.20
Shelton, Shanel Denise	53359	\$	24.20
Shelton, Stuart Arthur	59887	\$	24.20
Shields, Dwayne E	10534	\$	41.62
Shields, Jeremy Lynn	56781	\$	24.20
Shields, Jeremy Lynn	56783	\$	35.48
Smith, Margretha Anna	59159	\$	33.25
Stapleberg, Cassie Lynne	59171	\$	38.54
Stone, Marcus Dean	55977	\$	35.61
Sutphin, Joel Wayne Jr	57127	\$	24.20
Tapp, Wesley Scott	51115	\$	32.84
Thornhill, Russell L	56459	\$	33.94
Tucker, Gloria Dalton	55061	\$	34.77
Tucker, Timothy Jerome	54179	\$	36.02
Wade, Joshua Allan	60119	\$	24.20
Wade, Joshua Allan	60121	\$	39.51
Wade, Joshua Allan	60123	\$	24.20
Wade, Joshua Allan	60125	\$	24.20
Watts, Denise Crystal	55781	\$	40.33
White, Michael Allen	57213	\$	34.22
White, Tammie Lynn	60667	\$	48.69
White, Tammie Lynn	60669	\$	46.19
White, Tammie Lynn	60671	\$	34.09
Wilson, Billie Ruth	59987	\$	40.63
Woods, Jessica Ann	60289	\$	49.68
TOTAL		\$	3,325.67

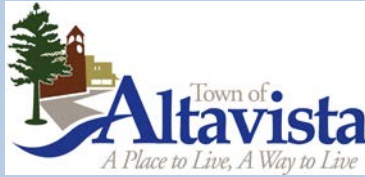
**TOWN OF ALTAVISTA
UNCOLLECTED TAXES AMOUNTING
TO LESS THAN \$20.00 FOR WHICH
NO BILLS WERE SENT
AS OF AUGUST 19, 2015**

REAL ESTATE TAXES

None

PERSONAL PROPERTY TAXES

None



Agenda Item: 8d

STAFF REPORT

To: Mayor Mattox and Council members
From: Waverly Coggsdale, Town Manager
Date: September 8, 2015
Re: Economic Development Marketing – *Town Tagline*

Summary

At last month's Town Council Work Session, staff provided an update on ongoing activities associated with marketing the community. One of the items mentioned was the process of reviewing and considering a change to the Town's current tagline: *A Place to Live, A Way to Live*". Attached is a memo from Dennis Jarvis, Economic Development Director, in regard to this item.

Recommendation

Staff is recommending review of the current tagline and consideration of a possible new tagline for marketing purposes.

Possible Motion:

Per discussion, if necessary

Attachments: Staff memo with tagline options; and VML article on "branding"



Memo

To: Town Council

From: Dennis Jarvis, II, Director of Economic Development

A handwritten signature in black ink, appearing to read "D. Jarvis II".

Cc: J. Waverly Coggsdale, III, Town Manager

RE: New Tag Line Altavista Marketing Campaign

The Office of Economic Development would like to propose the development of a new tag line for the community to replace the existing ***"A Way to live a Place to live"***. The current tag line has served the community for over a decade and reflected a message on encouraging someone to understand that the quality of life in Altavista is unsurpassed and living here provides a high yield or return on their investment.

The new tag line will assist the new marketing campaign for the community. A new tag line will be an asset in conveying the message of why someone, a company, or interested party should consider investing or visiting our community. We are offering three choices for consideration and will be working with various groups to have public input for the new tag line the community would like to see. We will be aided in the effort by the Altavista Chamber of Commerce, AOT, and the EDA. We will be providing a web based public survey to solicit ideas and thoughts on the new tag line. If the community feels that there is not a need to make a change we will utilize the current tag line in a broader more defined context in the new marketing materials for the community that will include: a community video, economic development marketing flyer, an AOT informational brochure, and any marketing that the community will conduct.

The public comment period will begin Wednesday September 9, 2015 and run through Friday September 25, 2015.

The staff of AOT and the Office of Economic Development look forward to your input and public comments.



Town of

Altavista

Virginia

Rich with the spirit of rivers and rails.



Town of

Altavista

Virginia

Vintage Virginia



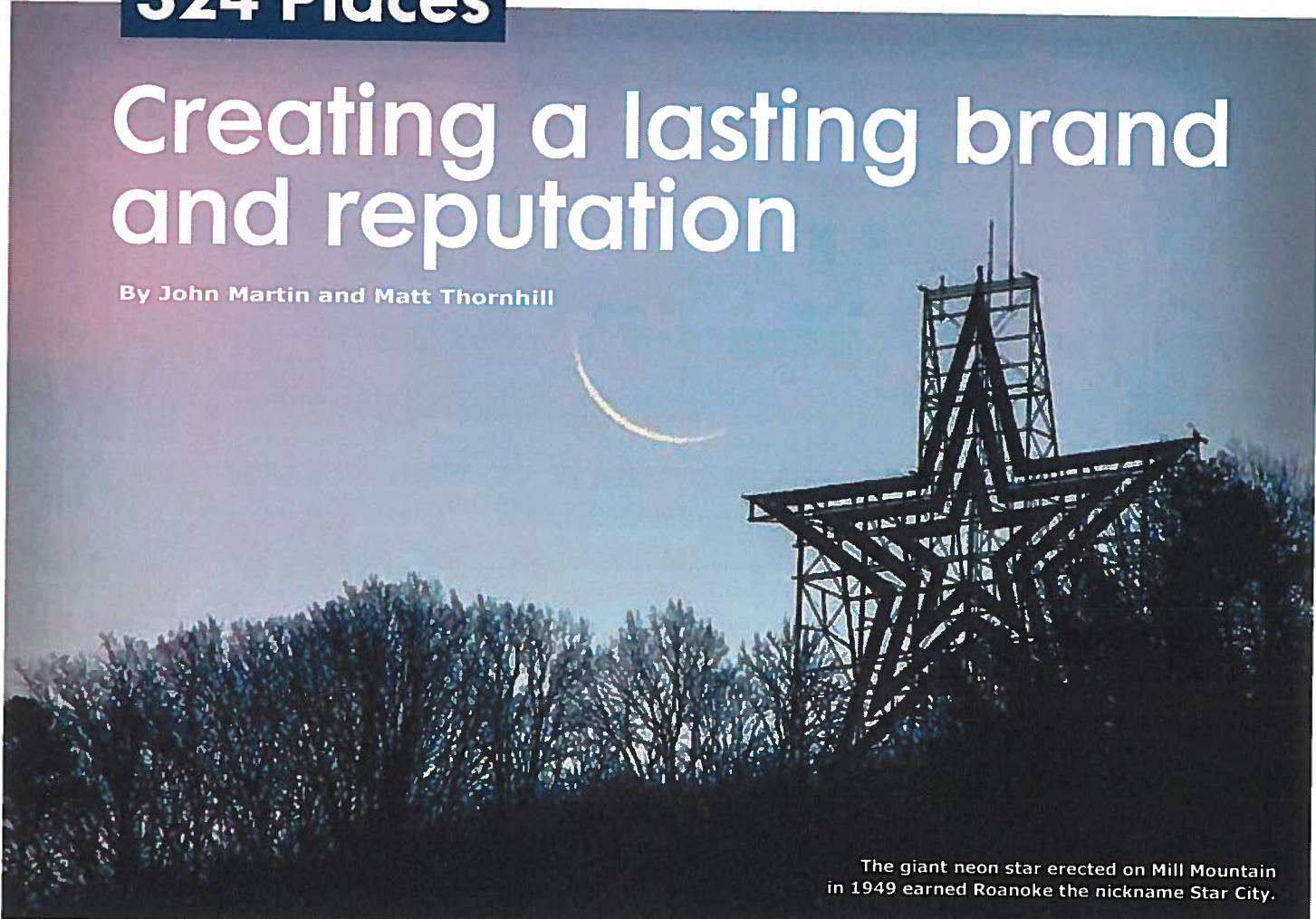
Town of

Altavista Virginia

Authentic Virginia

Creating a lasting brand and reputation

By John Martin and Matt Thornhill



The giant neon star erected on Mill Mountain in 1949 earned Roanoke the nickname Star City.

IN 1950, RADIO ANNOUNCER David Cobb christened Nashville “Music City USA” on the air, and the moniker stuck. Now, 65 years later, if you search online for Nashville, the top listing is visitmusiccity.com, the home of the Nashville Convention & Visitors Corporation. Search “Music City” on Google and you get seven million pages. Almost without trying, Nashville has built a brand identity that is clear, easily understood, lasting, and unique.

We all know that happy accidents like that don’t happen everywhere. Sure, the “Big Apple” grew in popularity from its use in a regular sports column in the New York Telegraph newspaper back in the 1920s. Shortly after, the local retail merchant association erected a

Control over the brand message lies not in the hands of a few but in the minds of the many.

giant neon star on Mill Mountain in 1949, everyone began calling Roanoke “Star City.”

Those are the exceptions. Most communities and municipalities have lesser-known brand identities, if any at all.

Local residents may have nicknames like “River City” for Danville, or “Center of the Universe” for Ashland. Most of those are not widely known beyond the city limits.

Across the country, however, a growing number of cities,

towns, and counties are intentionally branding themselves. They are developing a unified messaging platform and, in some cases, slogans or taglines, to help build community pride, recruit newcomers, attract businesses, and tourists. Here’s a look at how cities, towns, and counties are embracing new municipal marketing techniques today to shape their future tomorrow.

Why brand at all?

Many civic leaders believe that branding is a task best left to consumer product and service marketers, not something in which they need to invest public money. The reality is that every city, town, and county in Virginia is already branding every day – and spending public money to do so.

How do we know? Well, do you have a website? A welcome sign? An email newsletter? Do you send out bills or post public notices? Do you have a town seal? Do you promote or advertise as part of your economic development programs? The outwardly facing communications channels in a city, town, or county are many. For the most part, they are separate and disconnected. Yet all of these different touch points collectively form a brand image in the minds of your residents and are what communicate your brand to the public.

If you are not controlling it, or even paying attention to

About this series

THIS ARTICLE IS THE SIXTH in a series on the future of Virginia's cities, towns, and counties, called 324 Places. VML has partnered with our organizations, the Southeastern Institute of Research, Inc., and GenerationsMatter, to bring this program to the VML membership. Our goal is to provide leaders in municipalities across Virginia with the information, insights, and tools they need to understand and respond to what's coming.



it, your municipality likely has a fragmented brand identity. In addition to your own disjointed efforts, there are other organizations across your community, both corporate and nonprofit, that routinely promote your city, town, or county in an effort to attract visitors, audiences, customers, and others. How do they talk about your place? For example, does your chamber hold events or try to attract businesses? Are organizations promot-

ing entertainment and the arts in your community? How does the local media talk about the municipality?

If you are not intentionally managing a single, well understood, and consistently used brand message, then your municipality's image suffers the risk of being marginalized, at best, and ignored or forgotten, at worst.

One additional reason for focusing efforts around building and maintaining a brand identity is that it can help your municipality bounce back from situations outside your control, or from events that impact the public's perception of your community. Hurricane Katrina shaped perceptions of New Orleans for years. Incidents in Ferguson and Baltimore are doing the same to those communities. Being resilient – that is, bouncing back from the unexpected – is a skill that successful municipalities must master in the future. Having a strong and well-understood brand identity can help.

Three basics of brand identity

In our work around Virginia and the entire country, we see three keys to creating a brand identity that, if understood, enable a community to form, grow, and maintain a successful one.

1. Leverage what you already have or are known for.

The Urban Land Institute's Ed McMahon says that municipalities in Virginia with successful tourism efforts are embracing their distinctiveness. Each of Virginia's 324 places is indeed unique, often in more than one way. The goal of a brand identity and message effort is to find the distinction that is also believable and compelling.

For many municipalities in Virginia, the distinction starts with the physical attributes of the place. Richmond has a major river – with Class IV rapids – running through it. Norfolk is surrounded by water. Lexington has two sig-



Mermaids are everywhere in Norfolk. This public art campaign has created a city icon that visitors love and residents take pride in.

The Birth of RVA

WHEN TWITTER CAME ON the scene with its limit of 141 characters, users around the Central Virginia region started using the hashtag #RVA when tweeting about something going on in the greater Richmond area. The folks at Venture Richmond, a nonprofit involved in creating and promoting local events, pulled together leading creative resources in the region and developed a strategy to leverage this naturally occurring phenomenon. They created a brand identity logo and made it available to anyone to customize and use however they wanted. By letting the citizens own and shape what RVA meant, it was embraced more quickly and broadly than if it had been created and controlled by a few.

RVA has become the simple identifier for the region, so much so it is showing up on everything from personalized license plates to tattoos – a literal branding of the brand.



nificant universities. Reedville is a gateway to the Chesapeake Bay.

Even if another community in Virginia has the exact same asset as you – a bucolic mountain setting, for example, you may be able to assert a distinctive component as your point of difference. In fact, if you are the first to lay claim to what might be a generic asset, beating everyone else to the punch, you may be successful.

For example, Roanoke has staked out a position about “the outdoors.” We’re pretty sure all municipalities in Virginia have outdoors as well. But by claiming it first, Roanoke has pre-empted other communities from asserting the same.

So step one is to take stock of what you have that makes you different, or what you claim you have, preemptively, that could make you different. Make sure it is not just unique, but believable (true to who you are) and meaningful. Make it a distinction that matters to residents, visitors, and businesses.

2. **Remember everyone owns the brand.** In the golden age of marketing, the brand manager and the advertising creative team came up with a brand position, designed ads that brought this position to life, and then ran commercials on TV enough times until consumers “got it.” Like “Melts in your mouth, not in your hand,” for M&M’s. Or “Don’t leave home without it,” for the American Express card. That’s just not how it’s done today. Control over the brand message lies not in the hands of a few but in the minds of the many.

With individual bloggers having as much publicity power as national media, and the ability of anyone with a smartphone to capture video and post it long before the evening news gets the story, brand-building power today is distributed. When it comes to city brand identities, that’s especially true.

Two quick examples: about ten years ago, Honda introduced a boxy utilitarian compact SUV called the Element, targeted to twenty-five-year-olds. But fifty-something Boomers bought it because it was easy to get into and out of, and it offered a higher view of the road than a standard sedan. Honda wanted to sell the car to younger consumers, but by the third model year, the average age of buyers was over fifty.

Similarly, the hip hop crowd decided the brand of rugged shoes and boots they preferred was Timberland, the Maine-based maker of authentic rugged gear. After several years of growth among this segment, Timberland realized they should embrace the audience, not ignore it.

In both cases, the consumer of the brand seized control over who the brand is for and what it stands for. This is the case now and into the future for cities, towns, and counties.

3. **Coordination, consistency, and continuity deliver exponential benefits.** The last key is the hardest to make happen, but the one that that enlightened and forward-looking local government leaders can drive. First, there is a need to coordinate all of the municipality’s own message channels to make sure they are saying the same things about the brand identity. We recommend conducting a communications audit, where you literally wallpaper a conference room with examples from every type of communications your municipality puts out into the market. From websites to water bills, from signage to business cards, it is important to take stock of your own messaging and determine what you could be doing to tie them together better.

Second, you need to engage all of the relevant local organizations that are investing in communicating about your community. There is an opportunity to leverage the

power of their collective voice by making sure they know and understand the basic brand identity of the community.

Leaders in Norfolk recently asked us to help facilitate this step. We engaged dozens of local organizations from the city government to tourism to the many attractions that make up the city's special sense of place. Our goal was to tap into the people who know Norfolk best – the residents, neighborhood leaders, workers, community advocates, business owners, etc. We were crowd-sourcing Norfolk's overall brand positioning statement and getting input and feedback on the supporting arguments or "reasons to be-

Put a trained eye on your brand

LOOKING FORWARD, more cities, towns, and counties will need to get a clear understanding of what's being said, written, and shared about them across the social media universe. In the old days, a letter to the editor might be the only voice you needed to heed. But now, everyone has a voice and a platform from which they can share it.

Computer programs can scour the various social media sites searching for key words, but they are not as effective as humans when it comes to finding and assessing the current sentiment. New firms offer services where trained researchers read, sort, collect, and report on the current sentiment across the relevant social media platforms – like Facebook, Twitter, LinkedIn, Instagram, and Pinterest, as well as blog posts and commentary on news stories. Your municipality's overall reputation or that of a specific department or initiative can be researched and measured.

If you are developing a lasting brand identity, or simply planning the next initiative, you'll want to keep your finger on the pulse of the current sentiment.



lieve." This process included rich input through a series of town hall meetings and over 1,000 stakeholders through an online survey.

This crowdsourcing work identified what makes Norfolk unique and attractive as a place to live, work, and play: urban, historic, diverse, military and, of course, the water.


The final step was to create a brand message architecture, or brand "song sheet," for all of the organizations that promote Norfolk. It's the instruction sheet on how to talk about Norfolk's unique brand position and what types of imagery to advance.

Norfolk's brand positioning statement: *Norfolk is an amazing place, a vibrant and historic port city where culturally diverse citizens, the military, and businesses are creating the most dynamic and authentic urban waterfront community in America.*

As far as imagery goes, Norfolk already has a nationally recognized icon – a mermaid. It's been around for decades and now it's even showing up in pop culture, for example, appearing on the Colbert Report. A quick drive around Norfolk and you'll see mermaids everywhere. Just like New York owns an apple, Norfolk owns this icon. The challenge now is ensuring this unique expression of community remains relevant and even inspirational to the people it represents. Norfolk is doing this by inviting everyone to create their own version of the mermaid – not dictating top-down design guidelines, but rather celebrating bottom-up creative expressions.

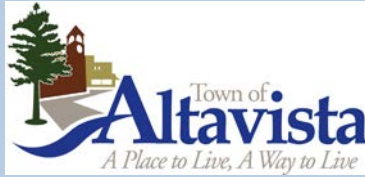
By getting everyone on the same page with messaging and iconology, Norfolk now is on a path to consistently put forth one overarching brand identity.

Developing and managing your municipality's brand identity is an important job for government leaders. But it isn't one to take on alone. Involve stakeholders across the community and serve as the chief coordinator and convener. Focus the effort on finding something that is distinctive and true to who you are, as well as believable and compelling for those living, visiting, or investing there.

Yes, a little luck won't hurt, like that bestowed on Nashville some 65 years ago, or on RVA more recently. Just be sure you're ready to pounce by focusing some effort on your brand identity and reputation today. 

About the authors

John W. Martin is president and CEO of the Southeastern Institute of Research, Inc., a 50-year-old full-service marketing research firm headquartered in Richmond. Matt Thornhill, founder and president of GenerationsMatter, is a leading national authority on Baby Boomers. They have conducted studies, held workshops, or presented for a number of association in Virginia, including VML. Recent consulting engagements include assignments for the cities of Richmond, Norfolk, Lexington, Buena Vista, and Winchester, as well as the counties of Arlington, Henrico, and Rockbridge. National clients include AARP, Google, NASA, the Federal Reserve Bank of Richmond, and Wal-Mart. Visit sirresearch.com or generationsmatter.com for more information.



STAFF REPORT

To: Mayor Mattox and Council members
From: Waverly Coggsdale, Town Manager
Date: September 8, 2015
Re: HB2 Transportation Funding Applications/Resolution

Summary

At last month's Town Council Work Session, VDOT staff provided an update on the new process, House Bill 2 (HB2), by which to apply for funding for highway projects. In addition, the Town's projects were reviewed and VDOT staff recommended that the Town proceed with two local projects in regard to the HB2 application process, they were: 1) Lynch Mill Road/Elementary School; and 2) Lynch Mill Road/Main Street "Right Turn Lane". Staff is in the process of developing the applications for these two projects and provides an update per the attached memorandum. In addition, staff would ask for Town Council to consider adoption of the attached resolution for inclusion in the application packet.

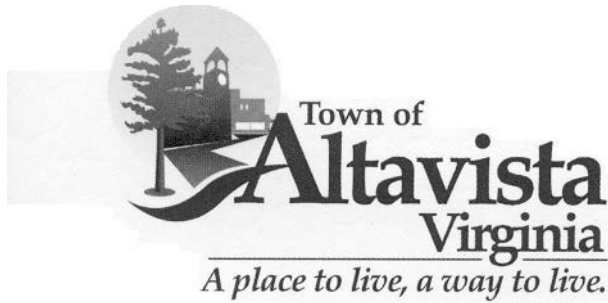
Recommendation

Staff is recommending adoption of the attached resolution in regard to the HB2 project applications.

Possible Motion:

"I move that the attached resolution in regard to Town Council's support for the transportation projects identified be approved."

Attachments: Staff memo; and Resolution



MEMORANDUM

To: Town Council

From: Dan Witt, Assistant Town Manager

Date: August 25, 2015

Re: HB2 FY2017 Application

I provided an overview of House Bill 2 (HB2) legislation in your August work session packets. As stated in that memo I will be making application on behalf of the Town for two projects. To refresh your memories, the two projects are: A new left-center lane and right turn lanes on Lynch Mill Road at the Altavista Elementary School and (2) adding a designated right turn lane on Lynch Mill Road at the intersection with Main Street. This includes improving the turning radius and extending the culvert. Both of these projects were identified by Town Council in the Town of Altavista 2035 Transportation Plan adopted in 2008 and both meet goals contained in the Town of Altavista Comprehensive Plan adopted in April 2010.

One of the items that can strengthen these applications is a resolution from Town Council in support of the projects. I have attached a resolution that I would ask Town Council adopt and I will include as part of the two applications.

RESOLUTION IN SUPPORT OF HB2 APPLICATION FOR TOWN OF ALTAVISTA:

- LYNCH MILL ROAD & ALTAVISTA ELEMENTARY SCHOOL TURN LANES
- MAIN STREET & LYNCH MILL ROAD DEDICATED RIGHT TURN LANE

WHEREAS, Lynch Mill Road is a major collector road for the Town of Altavista; and

WHEREAS, the section of Lynch Mill at the Altavista Elementary School has two intersections, truck and bus traffic in addition to car traffic transporting students to school creating an unsafe roadway for travelers; and

WHEREAS, the intersection of Lynch Mill Road and Main Street does not have a designated right hand turn lane which impedes the flow of traffic; and

WHEREAS, the Town's Comprehensive Plan has as two of its goals to (1) maintain and improve the primary and secondary road system and (2) upgrade existing roadways as required by increased traffic volumes and other changing conditions; and

WHEREAS, conditions have changed due to the Altavista Commons commercial development and continued industrial development along Frazier and Ogden Roads; and

WHEREAS, both projects were identified and contained in the Town of Altavista 2035 Transportation Plan dating back to 2008; and

WHEREAS, it is the opinion of the local governing body for Lynch Mill Road to be a safe road at all times for truck, bus and passenger cars these two projects are necessary;

NOW, THEREFORE BE IT RESOLVED BY THE ALTAVISTA TOWN COUNCIL that it supports the HB2 application for the improvements at both stated locations.

Adopted the 8th day of September, 2015.

Michael Mattox, Mayor
Town of Altavista

Attested:

J. Waverly Coggsdale, III, Clerk



Town Manager's Report – For Month of August 2015

Bedford Avenue Waterline Project (Project 1A)

- Waterline installation is complete.
- Sidewalks are being installed
- Executed Change Order for Milling and Paving
- Substantial Completion Date: August 3, 2015 Final Completion Date: September 2, 2015

WWTP EOP – PCB Remediation

- Dr. Scott Lowman (IALR) will be conducting sampling of his “pot study” as well as sampling for re-characterization of the pond on September 14th – 16th.
- Responded back to DEQ in regard to Wednesday, October 28th as the Town’s preferred date for the Informal Fact Finding (IFF) Proceeding. The Mayor and Vice Mayor have indicated their interest in representing the Town at this meeting.
- David Garrett will provide an update on his planning activities in regard to Dr. Schnoor’s (University of Iowa) berm request.

◀ Aug 2015 ~ September 2015 ~ Oct 2015 ▶						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5 1 st Saturday Trade Lot AOT Cruise In
6	7 Labor Day Town Offices Closed	8 Council Meeting 7:00 pm	9	10	11	12
13	14	15	16	17	18	19 AVOCA-16 th Annual harvest Jubilee & Wine Festival Town Wide Yard Sale, Craft Fair/Farmer's Market 7am-2pm
20	21	22 Work Session 5:00 PM	23	24	25	26
27	28	29	30	Notes:		

◀ Sep 2015 ~ October 2015 ~ Nov 2015 ▶						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 Scarecrow Stroll	2	3 1 st Saturday Trade Lot AOT Cruise In VML Mayor's Institute
4 VML Mayor's Institute & Newly Elected Officials Conference	5 Planning Commission 5:00 pm	6	7	8	9	10
VML CONFERENCE						
11	12 Columbus Day Town Offices Open	13 Council Meeting 7:00 pm	14	15	16 Avoca Night at the Museum	17
18	19	20	21	22	23	24
25	26	27 Work Session 5:00 PM Avoca-Volunteer Appreciation Dinner	28	29	30	31 Halloween