

Town of Altavista

Meeting Agenda

Town Council Meeting

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

Tuesday, May 12, 2015

7:00 PM Regular Council Meeting

1. **Call to Order**
2. **Invocation**
3. **Approval of Agenda**
4. **Recognitions and Presentations**
 - a. Employee Milestones
 - i. Jo Ann Myers – 15 years of service (May 1st)
 - b. 2014-15 VHSL Basketball State Champs – Altavista High School
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. Minutes – Budget Work Session April 14th; Regular Meeting April 14th; Work Session April 28th
- b. Monthly Finance Reports
 - i. Invoices
 - ii. Revenues & Expenditures Report
 - iii. Reserve Balance/Investment Report
- c. Departmental Reports

7. **Public Hearings**

- a. **FY2016 Budget and Capital Improvement Plan (CIP)**

8. New/Unfinished Business

- a. DRO/Section 86-424-1 Ordinance Amendment
- b. DHCD Telecommunications Grant
- c. Consideration of Reimbursement Resolution for Project 1B “Main Street Waterline Replacement” and Melinda Tank High Pressure Zone Project

9. Reports

- a. Town Manager’s Report

10. Informational Items/Late Arriving Matters

- a. Correspondence/Articles
- b. Calendars - May & June

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

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

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

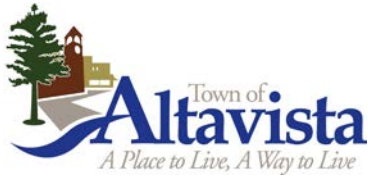
13. Adjournment**UPCOMING COUNCIL MEETINGS/ACTIVITIES**

(All meetings are at Town Hall unless otherwise noted)

| | |
|---|--------------------------------|
| Tuesday, May 26 th @ 5:00 p.m. | Town Council Work Session |
| Tuesday, June 9 th @ 7:00 p.m. | Town Council Regular Meeting |
| Wednesday, June 17 th | IALR PCB Conference (Danville) |
| Thursday, June 18 th | IALR _WWTP EOP Visit |
| Tuesday, June 23 rd @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.



ALTAVISTA TOWN COUNCIL
Agenda Item Summary - Staff Report

Date: May 7, 2015
To: Mayor Mattox and Council members
FROM: Waverly Coggsdale, Town Manager
SUBJECT: Recognitions/Presentations

Employee Recognitions

- Jo Ann Myers – 15 years of service to the Town (5/1/2010)
-

Resolution for the Altavista High School 2015 State Basketball

Regular Council Meeting—April 14, 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 April 14, 2015 at 7:00 p.m.

1. Mayor Mattox called the meeting to order and presided.
2. Pastor David Sage, Grace Community Church, gave the invocation.

Council members
present:

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

Also present:

Mr. J. Waverly Coggsdale, III, Town Manager
Mr. Daniel Witt, Assistant Town Manager
Mrs. Tobie Shelton, Finance Director
Captain Barry Stocks, Altavista Police Department
Mr. David Garrett, Public Works/Utilities Director
Mr. Steve Bond, Wastewater Treatment Director
Mr. John Eller, Town Attorney
Mrs. Mary Hall, Administration

3. Mayor Mattox asked if there were any questions regarding the agenda.

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

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. Jay Higginbotham | Yes |

4. Recognitions and Presentations

- a. Employee Milestones

- i. Vernon Brown-Retirement

Mayor Mattox recognized and presented Mr. Vernon Brown with the following resolution, thanking him for his many years of service to the Town of Altavista:

A RESOLUTION IN RECOGNITION OF THE
RETIREMENT OF TOWN EMPLOYEE VERNON D. BROWN

WHEREAS, *Vernon Brown was hired by the Town of Altavista on July 30, 1979 as a Laborer in the Department of Public Works; and*

WHEREAS, *Vernon Brown has been a loyal employee of the Town of Altavista for the past 35 years and 8 months and retired effective April 1, 2015; and*

WHEREAS, *Mr. Brown has demonstrated extensive knowledge, skill and experience in the performance of his job and retired from the position of Meter Reader in the Utility Division of the Department of Public Works; and*

Regular Council Meeting—April 14, 2015

***WHEREAS,** Vernon Brown was a well known employee in the community as he went about his duty of accurately reading citizen's water meters and performing other significant and important duties, always displaying courteous and kindness; and*

***NOW, THEREFORE, BE IT RESOLVED** the Town Council of the Town of Altavista thanks Vernon Brown for his years of service and recognizes the contributions he has made and wishes him a happy retirement.*

Michael Mattox, Mayor

Attested: _____
J. Waverly Coggsdale, III, Town Manager

A motion was made by Mrs. Dalton, seconded by Mrs. Brumfield, to adopt the presented resolution.

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. Jay Higginbotham | Yes |

ii. James Moore-5 Years of Service

Mayor Mattox recognized Mr. James Moore, Public Works Department, for 5 years of service to the Town of Altavista.

b. 2014 VHSL Football State Champs—Altavista High School

Mayor Mattox recognized the 2014 Altavista High School VHSL Football State Champions with the follow resolution:

RESOLUTION COMMENDING THE ALTAVISTA HIGH SCHOOL COLONELS,
VIRGINIA HIGH SCHOOL LEAGUE'S GROUP 1A STATE FOOTBALL CHAMPIONS

~~WHEREAS,~~ the Altavista High School football team triumphantly captured the 2014 Virginia High School League Group 1A, state football championship on December 13, 2014, by defeating the Essex High School Trojans at Salem Stadium; and

~~WHEREAS,~~ the Altavista High School Colonels football team completed the season undefeated (15-0) and on a 25 game winning streak while winning the title in back to back years; and

~~WHEREAS,~~ the Altavista High School Colonels roared through the regular season with a perfect record avenging last year's only loss by shutting out the Gretna Hawks 38 – 0 and entered the playoffs as the number two seed in the Group 1A East Division; and

~~WHEREAS,~~ the Colonels combined an explosive offense with a stingy defense, outscoring opponents by a margin of 620 to 92 through the regular season and playoffs; and

~~WHEREAS,~~ Altavista High School began the post season in search of another state championship, by dispatching West Point High School, 63 – 0 in the first round and Central Lunenburg High School, 35 – 0 in the second round; and

~~WHEREAS,~~ the Colonels would next face the highly touted and undefeated Parry McCluer “Fighting Blues”, who quickly scored prompting the Colonels to come from behind and pull away for a 35-10 victory at English Field; and

~~WHEREAS,~~ the Colonels for the second year in a row would have to go on the road to face a Group 1A West Division number one seeded and undefeated opponent, the Honaker High School Tigers; utilizing a suffocating defense that forced seven turnovers and an efficient offense the Colonels left the artificial turf with an impressive 31-7 victory and a rematch with the Essex Trojans in the state championship final; and

~~WHEREAS,~~ under a beautiful crisp December day the Colonels were set to take on the revenge minded Group 1A East Division number one seed Essex High School Trojans, for the second consecutive year for the state title; the Trojans scored first but the Colonels battled back and ultimately took the lead

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stopping the Trojans on a late two-point conversion to preserve the victory by a final score of 22-20; and

~~WHEREAS~~, *the Colonels not only ended the 2014 season as State Champions but as back to back champions and earned their third title in a six year span; the Altavista High School Colonels football team, Head Coach Mike Scharnus, his coaching staff, the administration, students and fans can celebrate and be proud of the many accomplishments of this year's team; now, therefore*

~~BE IT RESOLVED~~, *the Altavista Town Council commends the Altavista High School Colonels football team for their outstanding 2014 season and for winning the 2014 Virginia High School League, Group 1A, state football championship with a record of 15 wins and 0 loss; and*

~~BE IT FURTHER RESOLVED~~, *that a copy of this resolution is presented to Altavista High School as an expression of the admiration of the Town of Altavista and its citizens for the championship performance of the 2014 Altavista High School football team.*

Michael E. Mattox, Mayor

Attested: _____
J. Waverly Coggsdale, III, Town Manager

A motion was made by Mrs. Dalton, seconded by Mr. George, to adopt the resolution honoring the 2014 Altavista High School VHSL Football State Champions.

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. Jay Higginbotham | Yes |

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 March 10th ; Budget Work Session March 23rd , Work Session March 24th
- b. Monthly Finance Reports
 - i. Invoices
 - ii. Revenues & Expenditures Report
 - iii. Reserve Balance/Investment Report
- c. Budget Amendments/Department Transfers
- d. Board of Zoning Appeals Annual Report
- e. Departmental Reports

A motion was made by Mrs. Dalton, seconded by Mrs. Brumfield, to approve the items as listed on the consent agenda.

Motion carried:

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|-------|----------------------|-----|
| 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. Jay Higginbotham | Yes |

7. Public Hearings

None at this time.

8. New/Unfinished Business

a. Utility Project Funding

Mr. Coggsdale advised this item was discussed at the Budget Work Session.

b. “First Reading” FY2016 Budget and Capital Improvement Program (CIP)

Mrs. Shelton advised the FY2016 proposed budget, covering the period of July 1, 2015 to June 30, 2016, has proposed expenditures totaling \$7,468,910. It is projected that there will be a surplus of \$624,360 in the proposed budget (\$477,100 in the General Fund and \$147,260 in the Enterprise Fund). The FY2016 proposed budget is based on no increases to the tax rate. The water and sewer rates are proposed to increase by five percent (5%). The FY2016-2020 Capital Improvement Plan (CIP) for the next five years totals \$5,144,400 in expenditures. The proposed items in the CIP for FY2016 total \$1,272,700; this does not include funding for the Main Street Waterline Project or the Melinda Tank Pressure Zone project. Adoption of the budget and capital improvement plan only appropriates funds for the first year (FY2016) of the Capital Improvement Plan; the remaining four years (FY2017-2020) are for informational and planning purposes.

A motion was made by Mr. George, seconded by Mrs. Dalton, to set the public hearing to receive comment on the purposed FY2016 Budget and Capital Improvement Program for May 12, 2015 at 7:00 p.m.

Motion carried:

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|-------|----------------------|-----|
| 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. Jay Higginbotham | Yes |

c. Altavista Community Transit System-Title VI Update

Mr. Witt advised the Altavista Community Transit System-Title VI is the Federal non discrimination clause and asked Council to adopt the town’s Title VI policy.

A motion was made by Mrs. Dalton, seconded by Mr. Edwards, to adopt the resolution as prescribed.

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. Jay Higginbotham | Yes |

The Altavista Town Council hereby acknowledges the receipt of the ACTS Title VI Implementation Plan 2015-2018. Council has reviewed and approves the Plan. Council is committed to ensuring that no person is excluded from participation in, or denied the benefits of ACTS’s transportation services on the basis of race, color, or national origin, as protected by Title VI according to Federal Transit Administration (FTA) Circular 4702.1B Title VI requirements and guidelines for FTA sub-recipients.

Mayor, Town of Altavista
Town of Altavista, Altavista Community Transit System

DATE

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d. DRO/Section 86-424-1 Ordinance Amendment

Mr. Coggsdale advised the Town Council recently conducted a public hearing on text ordinance amendments for the Downtown Revitalization Overlay (DRO) district, as well as ancillary design guidelines. After a follow up meeting, the Planning Commission, at the Council's request, decided to revisit the issue based on the input that had been received. He advised the Planning Commission is submitting their recommendation regarding "voluntary" use of the design guidelines.

Mr. Witt advised the language the Planning Commission discussed. The town attorney added the following statement:

The Town of Altavista Downtown Revitalization Overlay District Design Guidelines are available to assist in the maintenance, restoration, and rehabilitation of exterior architectural features. While not required, voluntary application of the methods and principles put forth in that document are recommended and encouraged.

This would be the additional language that would go into Section 86-424-1 of the code and the ancillary document guidelines has had any reference to design review board removed with everything being voluntary. Mr. Witt noted if someone wanted to file for federal tax credits they would be required to follow the Secretary of the Interior's guidelines.

Mr. Higginbotham asked for additional time to review the documents.

Mr. George questioned the incentives.

Mr. Witt advised there is a reference to incentives stating "incentives will be provided at such time Council deems appropriate and are available."

This item was tabled to the May 12, 2015 Town Council meeting.

9. Reports

a. Town Manager's Report

Bedford Avenue Waterline Project (Project 1A)

Contractor has three crews working on the project.

Monthly Construction Meeting Notes were presented to Council.

WWTP EOP – PCB Remediation

Response letter sent to VA DEQ on March 31, 2015.

Dr. Sowers has implemented his research in the steel caissons.

Scott Rice, EPA Region III, is working with EPA's internal management in regard to options for continued research for remediation efforts. Expect to hear from Mr. Rice on Wednesday, March 18th.

Mr. Coggsdale mentioned the test results from sampling the south side of the pond have been received with only 6 of the 46 being above the 50 parts per one million. He asked if it was time to think about isolating that area and Council thoughts on additional sampling. He advised of some maintenance that needed to occur at the pond.

Mr. Higginbotham agreed with isolating the area.

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Mrs. Dalton suggested waiting until the EPA weighs in on the matter.

Mr. Edwards suggested contacting Mr. Larry Robertson with this information and seeing what he thinks.

Mr. Coggsdale advised Dr. Lowman plans to record results on one set of plans.

10. Informational Items/Late Arriving Matters

Captain Stocks introduced Patrol Officer Joni Organ to Council. Officer Organ started working for the Town of Altavista Police Department April 13, 2015.

11. Matters from Town Council

12. Closed Session

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

Section 2.2-3711 (A)(7) – Consultation with legal counsel and briefings by staff members pertaining a construction contract.

A motion was made by Mr. Edwards, and seconded by Mr. Emerson.

Motion carried:

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|-------|----------------------|-----|
| 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. Jay Higginbotham | Yes |

Mrs. Dalton and Mr. Higginbotham left meeting prior to entering the closed session.

Council went into closed session at 7:28 P.M.

Notice was given that council was back in regular session 8:10 P.M.

FOLLOWING CLOSED SESSION:

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

CERTIFICATION OF CLOSED MEETING

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

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

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

Motion carried:

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|-------|----------------------|-----|
| VOTE: | Mr. Michael Mattox | Yes |
| | Mrs. Micki Brumfield | Yes |

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| | |
|---------------------|-----|
| Mr. Charles Edwards | Yes |
| Mr. Tracy Emerson | Yes |
| Mr. Timothy George | Yes |

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

The meeting was adjourned at 8:11 p.m.

Michael E. Mattox, Mayor

J. Waverly Coggsdale, III, Clerk

Council Budget Work Session—April 14, 2015

The budget 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 April 14, 2015 at 6:00 p.m.

1. Mayor Mattox called the meeting to order and presided.

Council members

Present: Mayor Michael Mattox
Mrs. Micki Brumfield
Mrs. Beverley Dalton
Mr. Charles Edwards
Mr. Tracy Emerson
Mr. Timothy George
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
Mrs. Mary Hall, Administration

2. Budget Work Session

Mr. Coggsdale advised the purpose of the work session is to look at the budget again before scheduling the public hearing at the April 14, 2015 regular town council meeting. He presented Council with a memorandum from Mr. Garrett regarding the water tank maintenance. Mr. Garrett received three bids in regards to the maintenance of the tank. Copies of the bid tabulation sheet were presented to Council. Mr. Coggsdale stated over the past two years, \$50,000 has been included in the budgets for this purpose; these funds have gone unused and have been earmarked in Reserves for this purpose. He added \$53,000 was included in the proposed FY2016 for this purpose. The lowest bid requires more substantial funding in the first four years and considerably less in the remaining 6 years of the ten year contract. Staff provided updated Budget and CIP sheets that reflect the inclusion of the low bid on this expense. With \$153,000 accounted for, the additional \$45,600 would be taken from the proposed surplus in the Enterprise Fund. The revised proposed surplus in the Enterprise Fund would be \$147,260. Mr. Coggsdale noted this is an item that is imperative to the well being of our water storage/distribution system.

A motion was made by Mrs. Dalton, seconded by Mrs. Brumfield, to authorize Mr. Coggsdale to move forward with executing the contract with the lowest bidder in regards to maintenance of the water tanks.

Motion carried:

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|-------|----------------------|-----|
| 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. Jay Higginbotham | Yes |

Mr. Coggsdale presented Council with information per their request that lays out different financing scenarios for the Main Street Waterline Project (1B) and the Melinda Tank Pressure Zone project; the estimated total cost for these two projects is \$2.5 million. He added prior to advertising the budget, it would be beneficial to decide how the Town will fund these projects. He noted a previous memo regarding funds in the Town’s reserves that was presented to Council. If the decision is the debt service route, there is a projected surplus in the Enterprise Fund for FY2016 in the amount of \$147,260.

Council Budget Work Session—April 14, 2015

Mrs. Dalton mentioned after these projects are completed, Council will re-elevate the other projects. She mentioned Council has been talking about a utility proforma that refers to rate increases, not raiding the General Fund. CIP has to be funded and you have to fund your own capital improvements. She sees the rate increases as a giant step towards upgrades of deferred maintenance.

Mayor Mattox asked was the goal to use the CIP reserve fund.

Mr. Coggsdale stated it depends on the project; the projects will last 50 years and the thought is to spend the cost of the improvement over the life of the improvement.

Mr. Higginbotham felt borrowing 15 to 20 years out is too far.

Mrs. Dalton asked if the debt service could be managed for 10 years and felt the 10 year term looked more attractive.

Mayor Mattox asked Mrs. Shelton for the true cost of funding when getting the bond/dealing with borrowing.

Mr. George asked if the tank would be used for emergency situations to supply water to Abbott.

Mr. Garrett replied they are trying to tie all the tanks together but that Abbott would primarily use the Clarion and Dearing Ford tanks.

Mrs. Dalton suggested leaving the budget as is.

Mr. Coggsdale stated at some point Council will need to make a decision for either debt service or cash.

It was the consensus of Council to leave the budget as is.

Mrs. Dalton thanked staff for all the background work.

Mr. Coggsdale advised in the FY2016 Proposed Budget there is an estimated 15% increase in health insurance costs; the costs greatly exceed the allocated amounts. The figures given are renewals based on current plans. Mr. Coggsdale advised we can proceed with the budget as presented, which includes the 15% increase and take appropriate action to amend it when the final decision is made on the health insurance costs if there is not enough information to make a decision.

Mrs. Shelton advised the renewal rates for health care cost have been received and far exceed the allocated amounts. The drastic increase is a result of high dollar claims. According to the Aetna rep, our group has not run well for the past two years and there are some significant future claims. It is the future expected costs based on conditions Aetna are aware of that are driving the high increase. Mrs. Shelton stated it is the consultant's opinion if we bid out, we would not receive anything back that would be less costly due to the high claims costs in the current group. She noted she recently received Aetna product information which includes HSA and HRA products. She asked for time to review these options, move the health care discussion to the April 28th work session and asked that the health care consultant attend. Mrs. Shelton also asked that the budget be advertised as presented which includes a 15% increase in the health insurance and take the appropriate action to amend when the final decision is made on the costs.

Mr. Higginbotham questioned the shared percentage.

Council Budget Work Session—April 14, 2015

Mrs. Shelton advised the town pays 80% towards the employee and the employee pays 20%. The town pays 40% towards dependants. She noted currently the town offers its employees three plans; this formula is only for the \$1,000 deductible.

Mr. Higginbotham requested quotes for higher deductibles to be available at the April 28th work session.

Mr. Coggsdale referred to the Town Attorney's request for a 2% increase.

Mayor Mattox suggested entering this figure into the budget as a placeholder and Council will conduct an evaluation in April.

It was the consensus of Council to enter this figure as a placeholder.

Mr. Coggsdale thanked staff for the great job preparing the budget.

3. Adjournment

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

The meeting was adjourned at 6:38 p.m.

Michael E. Mattox, Mayor

J. Waverly Coggsdale, III, Clerk

COUNCIL WORK SESSION APRIL 28, 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 April 28, 2015 at 5:00 p.m.

Council members

present:

Mayor Michael Mattox
Mrs. Micki Brumfield
Mrs. Beverley Dalton
Mr. Tracy Emerson
Mr. Timothy George
Mr. Jay Higginbotham

Council members

absent:

Mr. Charles Edwards

Also present:

Mr. J. Waverly Coggsdale, III, Town Manager
Mr. Daniel Witt, Assistant Town Manager
Mrs. Tobie Shelton, Finance Director
Capt. Barry Stocks, Police Department
Mr. David Garrett, Public Works/Utilities Director
Mr. Steve Bond, Wastewater Treatment Plant
Mrs. Mary Hall, Administration

Mr. Higginbotham arrived at 5:03 p.m.

1. Mayor Mattox called the meeting to order and presided.
2. A motion was made by Mr. Emerson, seconded by Mr. George, to approve the agenda as presented.

Motion carried:

VOTE:

| | |
|----------------------|-----|
| Mr. Michael Mattox | Yes |
| Mrs. Micki Brumfield | Yes |
| Mrs. Beverley Dalton | 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
5. Items Contingent for the Regular Meeting

- a. Health Insurance Discussion (FY2016 Budget)

Mr. Coggsdale advised Mrs. Shelton would be updating Council on the Health Insurance. He added additional research needs to be done perhaps including a small group of employees

Mrs. Shelton advised at the April 14, 2015 Budget Work Session, Council was made aware of the drastic increase in health care premiums that was received in the renewal for the 2015/2016 plan year. The costs far exceed the allocated amount in the Proposed FY 2016 Budget and the drastic increase is a result of high dollar claims. She noted based on the high claim experience as well as discussions with the consultant, Ms. Becky Pollard, it was staff's decision to stay the course and not go out to bid.

COUNCIL WORK SESSION APRIL 28, 2015

Mrs. Shelton presented Council with several spreadsheets showing a variety of products offered by Aetna, ranging from traditional plans to high deductible plans (HDHP) paired with Health Savings Accounts (HSA) or Health Reimbursement Accounts (HRA), as well as cost comparisons to our current plan with Coventry. Mrs. Shelton advised after reviewing the plan options presented and comparing them to the current base plan, \$1,000 Deductible through Coventry, staff selected the VA HNOnly 2500 HSA. She explained this is a high deductible, Health Maintenance Organization (HMO) Plan paired with a HSA with a \$2,500 deductible with no out of network coverage. This plan type reduces the Town's annual expense for health insurance by \$22,900 over the current plan, as well as reduces monthly premiums for all levels of coverage with the exception of Employee plus Spouse. To help make the transition from a traditional plan to a HDHP smooth and successful for everyone, staff is recommending an employer contribution of \$2,000 per participating employee, made in installments, resulting in an estimated cost of \$88,000. She noted the thought of a HDHP may sound scary to employees who are use to a co-pay system. Staff feels the financial contribution will play an essential part in both HSA adoption and employee satisfaction as well as show the Town's dedication and commitment to the program. All levels of coverage will experience a savings in premiums, with the exception of *Employee plus Spouse* coverage. In an effort to keep employees participating in the base plan (1,000 deductible) with *Employee plus Spouse* level of coverage whole, Staff is asking to supplement their level of coverage. Employees in this category are going to experience an increase of \$62.74 in their monthly premium. Supplementing the employees' premium will result in an annual cost of \$1,500. She mentioned there are two employees participating in the base plan with this level of coverage. The overall cost to implement Staff's recommendation will cost \$339,000. This amount includes transitioning to the HDHP/HSA (\$227,078), contributing to the employees HSA (\$88,000) and supplementing the Employee plus Spouse coverage for current base plan participants (\$1,506), as well as dental (\$19,695) and an enhanced vision rider that was eliminated with the renewal last year (\$2,500). Although the overall cost is an increase from FY 2015, the recommendation is \$10,821 under the allocated amount in the Proposed FY 2016 Budget. Mrs. Shelton noted there have been some questions/concerns from employees and suggested a committee be formed to discuss these concerns.

Mrs. Brumfield asked if there was a network of doctors that have to be used.

Mrs. Shelton advised she has researched the hospitals and doctors and the list is fairly large in the network.

Mrs. Becky Pollard, consultant, advised what was being looked at was the HN Only network; a takeoff of HMO network. If an employee is going outside of the state of Virginia they can access HMO doctors in any state. Normal HMOs do not have an out of network benefit or if they do it is higher deductibles and lower co insurance. With Aetna, their HMO network is pretty much the same as the PPO network in the state of Virginia; out of state going to Duke, John Hopkins, Bowman Grey; they are in the HMO network. Aetna has a huge network; PPO and HMO access.

Mayor Mattox questioned if nothing was done the percentage increase; 40% increase?

Mrs. Shelton stated if nothing was done and we migrated to the Aetna \$1,000 deductible, the cost would be \$400,400.

Mayor Mattox questioned the cost for an employee on the family plan.

Mrs. Shelton responded \$2,000 which is the full premium; not a split between Town and employee.

Mrs. Becky Pollard advised Council if they would look back to the 2013 renewal with Local Choice the proposed family renewal rate was \$1,555, Key Advance 250 went from \$1,269 to \$1,442.

Mrs. Dalton asked suppose an employee is out of town and has an emergency.

COUNCIL WORK SESSION APRIL 28, 2015

Ms. Pollard responded if it is life threatening or critical care, the coverage would be the same as if you were in the network.

Mrs. Dalton thanked staff for their hard work and the effort it has taken to get this far and agreed with taking more time to get some discussions going with town employees.

Ms. Pollard explained some of the co-pay plans which were detailed on the presented spreadsheets.

Mr. Emerson questioned the co-pay on prescriptions.

Mrs. Shelton stated the payment goes towards the deductible.

Mr. Emerson mentioned he has HSA with Campbell County and does not like this.

Ms. Pollard noted every company has a different twist on the HSA. She mentioned the employees have to be prepared; they will receive the discounted medical rate except for prescriptions which will be applied to the deductible. If comparing plans, the out of pocket maximums average about \$6,350 on an individual and double that on a family.

Mrs. Dalton stated one thing is to keep yourself as healthy as possible.

Mrs. Brumfield agreed and suggested offering the employees some incentives for being in wellness programs.

Ms. Pollard noted with the size of the employee base the Town is pooled and reminded Council the Town has 6 large claims totaling over \$227,000 (which is unusual for a group the size of the Town).

Mayor Mattox asked Council if there was a problem with going out to bid again and looking at Local Choice. He felt all the options should be looked at. He asked for volunteers for the Health Insurance Committee.

Mr. Emerson and Mrs. Dalton agreed to serve on the Health Insurance committee.

Mr. Emerson noted the biggest gripe he has heard about the insurance plan with Campbell County is the prescription coverage.

Mayor Mattox noted this ad hoc committee will stand for this year only.

b. Tank Maintenance Contract

Mr. Garrett addressed Council and advised he is moving forward on the tank maintenance (\$50,000 in reserves and \$50,000 in this year's budget) and asked to be allowed to use the \$100,000 in this cycle to begin the tank maintenance project the first of May 2015. He noted contracts for each of the tanks has been worked out. The remaining \$87,304 could be picked up in the next budget cycle.

A motion was made by Mrs. Dalton, seconded by Mr. Emerson, to allocate the \$50,000 from reserves into the 2015 budget and approve the remainder of the monies at a later date.

Motion carried:

| | | |
|-------|----------------------|-----|
| VOTE: | Mr. Michael Mattox | Yes |
| | Mrs. Micki Brumfield | Yes |
| | Mrs. Beverley Dalton | Yes |
| | Mr. Tracy Emerson | Yes |
| | Mr. Timothy George | Yes |
| | Mr. Jay Higginbotham | Yes |

COUNCIL WORK SESSION APRIL 28, 2015

Mr. Garrett noted he is working on the nuisance at the pond which appears to be turtles.

c. IALR's Conference-Thursdays Town Sponsored Luncheon

Mr. Coggsdale asked for the number of Council members interested in attending the Institute of Advanced Learning and Research Conference scheduled for June 17th in Danville, Virginia, and the luncheon June 18th at the Altavista Train Station.

A motion was made by Mrs. Dalton, seconded by Mrs. Brumfield, to appropriate up to \$500 towards a luncheon on June 18th at the Altavista Train Station.

Motion carried:

| | | |
|-------|----------------------|-----|
| VOTE: | Mr. Michael Mattox | Yes |
| | Mrs. Micki Brumfield | Yes |
| | Mrs. Beverley Dalton | Yes |
| | Mr. Tracy Emerson | Yes |
| | Mr. Timothy George | Yes |
| | Mr. Jay Higginbotham | Yes |

6. Items Scheduled for the Regular Meeting Agenda

7. Public Comments

8. Closed Session

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

Section 2.2-3711(A).1 – Evaluation of performance of Town Manager and Town Attorney

Section 2.2-3711 (A).3 – Discussion or consideration of the acquisition of real property for a public purpose.

A motion was made by Mrs. Dalton, and seconded by Mr. Emerson.

Motion carried:

| | | |
|-------|----------------------|-----|
| VOTE: | Mr. Michael Mattox | Yes |
| | Mrs. Micki Brumfield | Yes |
| | Mrs. Beverley Dalton | Yes |
| | Mr. Tracy Emerson | Yes |
| | Mr. Timothy George | Yes |
| | Mr. Jay Higginbotham | Yes |

Council went into closed session at 5:45 P.M.

Notice was given that council was back in regular session 6:20 P.M.

Mr. Higginbotham left the meeting at 6:21 P.M.

FOLLOWING CLOSED SESSION:

A motion was made by Mrs. Dalton, seconded by Mr. Emerson, to adopt the certification of a closed meeting.

COUNCIL WORK SESSION APRIL 28, 2015

CERTIFICATION OF CLOSED MEETING

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

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

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

Motion carried:

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

A motion was made by Mrs. Brumfield, seconded by Mrs. Dalton, to approve an additional 5% increase in the FY2016 Budget for the Town Manager.

Motion carried:

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

9. Adjournment

Mayor Mattox adjourned the meeting at 6:25 p.m.

Michael E. Mattox, Mayor

J. Waverly Coggsdale, Clerk

ALL CHECKS REGISTER
TOWN OF ALTAVISTA

ACCOUNTING PERIOD 10/2015
FROM: 04/01/2015 TO: 04/30/2015

| CHECK NO | VENDOR NO | VENDOR NAME | CHECK DATE | CHECK AMOUNT |
|-------------|--------------|--------------------------------|---------------|-----------------|
| 33331 | 9999999 | ADA LAVONNE TUCK | 04/03/2015 | 12.91 |
| 33332 | 6 | ALTAVISTA AREA YMCA | 04/03/2015 | 25,000.00 |
| 33333 | 303 | ALTAVISTA CHAMBER OF COMMERCE | 04/03/2015 | 5,000.00 |
| 33334 | 645 | ALTAVISTA MOTORS | 04/03/2015 | 868.87 |
| 33335 | 11 | AVOCA | 04/03/2015 | 11,575.00 |
| 33336 | 9999999 | BURCH JESSALYN NICOLE | 04/03/2015 | 5.56 |
| 33337 | 581 | BUSINESS SOLUTIONS INC | 04/03/2015 | 500.00 |
| 33338 | 9999997 | CAREY, PAUL B | 04/03/2015 | 45.44 |
| 33339 | 427 | CENTURYLINK | 04/03/2015 | 2,247.79 |
| 33340 | 28 | COLUMBIA GAS | 04/03/2015 | 1,490.58 |
| 33341 | 526 | DAVENPORT ENERGY INC | 04/03/2015 | 165.66 |
| 33342 | 1 | DELICIA SMITH | 04/03/2015 | 50.00 |
| 33343 | 71 | FAIRPOINT COMMUNICATIONS | 04/03/2015 | 411.74 |
| 33344 | 9999997 | FARTHING, SHARON | 04/03/2015 | 27.93 |
| 33345 | 119 | FOSTER ELECTRIC CO INC | 04/03/2015 | 1,302.97 |
| 33346 | 1 | GREENMASTERS | 04/03/2015 | 403.19 |
| 33347 | 50 | GRETNA TIRE INC | 04/03/2015 | 1,142.86 |
| 33348 | 52 | HACH COMPANY | 04/03/2015 | 198.79 |
| 33349 | 622 | HEYWARD SERVICES INC | 04/03/2015 | 746.39 |
| 33350 | 386 | IDS SECURITY | 04/03/2015 | 57.00 |
| 33351 | 566 | INTEGRATED TECHNOLOGY GROUP IN | 04/03/2015 | 2,000.00 |
| 33352 | 67 | ORKIN PEST CONTROL LLC | 04/03/2015 | 243.85 |
| 33353 | 72 | PHYSICIANS TREATMENT CENTER | 04/03/2015 | 135.00 |
| 33354 | 458 | SAM'S ON THE MARKET INC | 04/03/2015 | 428.93 |
| 33355 | 80 | SOUTHSIDE ELECTRIC COOP | 04/03/2015 | 1,200.00 |
| 33356 | 35 | TREASURER OF VA/VITA | 04/03/2015 | 130.78 |
| 33357 | 9999999 | TURNES VIRGINIA COTHRAN | 04/03/2015 | 6.50 |
| 33358 | 515 | DALE TYREE JR | 04/03/2015 | 1,100.00 |
| 33359 | 92 | UNIFIRST CORP | 04/03/2015 | 1,440.47 |
| 33360 | 95 | UNITED WAY OF CENTRAL VA | 04/03/2015 | 112.00 |
| 33361 | 656 | WATER MANAGEMENT SOLUTIONS INC | 04/03/2015 | 905.56 |
| 33362 | 9999999 | WOODRUFF HAZEL C | 04/03/2015 | 22.09 |
| 33363 | 116 | XEROX CORP | 04/03/2015 | 779.08 |
| 33364 | 1 | ELMER HANDY | 04/03/2015 | 1,200.00 |
| 33365 | 170 | ALTAVISTA ON TRACK | 04/08/2015 | 6,250.00 |
| 33366 | 103 | BEACON CREDIT UNION | 04/08/2015 | 585.00 |
| 33367 | 418 | BSW INC | 04/08/2015 | 895.00 |
| 33368 | 32 | CONTROL EQUIPMENT CO INC | 04/08/2015 | 19,007.00 |
| 33369 | 164 | DMV | 04/08/2015 | 180.00 |
| 33370 | 283 | ECK SUPPLY CO | 04/08/2015 | 1,346.08 |
| 33371 | 20 | J JOHNSON ELLER JR | 04/08/2015 | 1,887.75 |
| 33372 | 57 | ICMA RETIREMENT TRUST-457 #304 | 04/08/2015 | 820.00 |
| 33373 | 659 | LYNCHBURG CHAMBER OF COMMERCE | 04/08/2015 | 22.00 |
| 33374 | 1 | MARVIN JONES JR | 04/08/2015 | 92.65 |
| 33375 | 300 | NAPA AUTO PARTS | 04/08/2015 | 98.31 |
| 33376 | 454 | O'REILLY AUTOMOTIVE INC | 04/08/2015 | 81.29 |
| 33377 | 625 | SAM GREEN VAULT | 04/08/2015 | 450.00 |
| 33378 | 186 | THE NEWS & ADVANCE | 04/08/2015 | 561.00 |
| 33379 | 660 | UNITED RENTALS (NORTH AMERICA) | 04/08/2015 | 1,659.58 |
| 33380 | 202 | C W WARTHEN | 04/08/2015 | 429.64 |
| 33381 | 657 | WINSHEL ENVIRONMENTAL LLC | 04/08/2015 | 459.35 |

| | | | |
|--------------------|------------------------------------|--------------|------------|
| 33382 | 658 WKDE-FM | 04/08/2015 | 304.00 |
| 33383 | 84 ALTAVISTA JOURNAL | 04/17/2015 | 45.00 |
| 33384 | 661 BASS SOD FARM | 04/17/2015 | 75.00 |
| 33385 | 461 KATHI BOGERT | 04/17/2015 | 862.68 |
| 33386 | 4 BOXLEY AGGREGATES | 04/17/2015 | 9,995.00 |
| 33387 | 12 BRENNTAG MID-SOUTH INC | 04/17/2015 | 2,171.09 |
| 33388 | 294 BUSINESS CARD | 04/17/2015 | 11,379.25 |
| 33389 | 583 CAMPBELL COUNTY PUBLIC LIBRARY | 04/17/2015 | 902.86 |
| 33390 | 16 CAMPBELL COUNTY UTILITIES & SE | 04/17/2015 | 394.56 |
| 33391 | 1 CHEVIS A SWEARINGEN | 04/17/2015 | 112.22 |
| 33392 | 1 CHRIS BRUMFIELD | 04/17/2015 | 100.00 |
| 33393 | 36 DOMINION VIRGINIA POWER | 04/17/2015 | 43,990.90 |
| 33394 | 301 ENGLISH'S LLC | 04/17/2015 | 1,437.25 |
| 33395 | 118 FERGUSON ENTERPRISES INC #75 | 04/17/2015 | 9,569.87 |
| 33396 | 41 FISHER SCIENTIFIC | 04/17/2015 | 643.02 |
| 33397 | 46 GENTRY LOCKE ATTORNEYS | 04/17/2015 | 240.00 |
| 33398 | 388 GLENN FELDMAN DARBY & GOODLATT | 04/17/2015 | 1,578.56 |
| 33399 | 652 HAWKINS LOCK & KEY CO INC | 04/17/2015 | 84.70 |
| 33400 | 644 INSTITUTE FOR ADVANCED LEARNIN | 04/17/2015 | 3,863.98 |
| 33401 | 58 INSTRUMENTATION SERVICES INC | 04/17/2015 | 982.50 |
| 33402 | 566 INTEGRATED TECHNOLOGY GROUP IN | 04/17/2015 | 340.00 |
| 33403 | 1 JONI ORGAN | 04/17/2015 | 70.00 |
| 33404 | 533 LYNN KIRBY | 04/17/2015 | 195.00 |
| 33405 | 476 LBM OFFICE SOLUTIONS INC | 04/17/2015 | 502.24 |
| 33406 | 638 MA DALTON PAINTING CONTRACTOR | 04/17/2015 | 275.00 |
| 33407 | 485 NEWMAN TRAFFIC SIGNS INC | 04/17/2015 | 5,812.04 |
| 33408 | 1 PAULINE BROWN | 04/17/2015 | 100.00 |
| 33409 | 627 SOUTHERN AIR | 04/17/2015 | 3,250.05 |
| 33410 | 117 SPS VAR LLC | 04/17/2015 | 245.00 |
| 33411 | 101 VIRGINIA EMPLOYMENT COMMISSION | 04/17/2015 | 1,459.29 |
| 33412 | 110 VUPS INC | 04/17/2015 | 93.45 |
| 33413 | 354 WILEY & WILSON | 04/17/2015 | 2,404.00 |
| 33414 | 192 WW ASSOCIATES INC | 04/17/2015 | 4,250.00 |
| 33415 | 116 XEROX CORP | 04/17/2015 | 200.71 |
| 33416 | 9 AFLAC | 04/24/2015 | 1,713.89 |
| 33417 | 103 BEACON CREDIT UNION | 04/24/2015 | 385.00 |
| 33418 | 9999997 CARR, DASHANNA LACHEL | 04/24/2015 | 104.20 |
| 33419 | 574 CHRISTOPHER MICALÉ, TRUSTEE | 04/24/2015 | 125.00 |
| 33420 | 308 ENNIS-FLINT | 04/24/2015 | 1,674.93 |
| 33421 | 9999998 FARMER, TWYLA | 04/24/2015 | 150.00 |
| 33422 | 9999997 GILBERT, IRVIN JUNIOR | 04/24/2015 | 34.60 |
| 33423 | 622 HEYWARD SERVICES INC | 04/24/2015 | 4,853.68 |
| 33424 | 57 ICMA RETIREMENT TRUST-457 #304 | 04/24/2015 | 820.00 |
| 33425 | 644 INSTITUTE FOR ADVANCED LEARNIN | 04/24/2015 | 3,729.75 |
| 33426 | 566 INTEGRATED TECHNOLOGY GROUP IN | 04/24/2015 | 183.88 |
| 33427 | 218 MINNESOTA LIFE | 04/24/2015 | 122.86 |
| 33428 | 485 NEWMAN TRAFFIC SIGNS INC | 04/24/2015 | 136.70 |
| 33429 | 423 NTELOS | 04/24/2015 | 879.61 |
| 33430 | 588 PITNEY BOWES GLOBAL FINANCIAL | 04/24/2015 | 50.00 |
| 33431 | 447 PSYCHOLOGICAL HEALTH ROANOKE P | 04/24/2015 | 370.00 |
| 33432 | 450 REGION 2000 | 04/24/2015 | 210.00 |
| 33433 | 76 RYDIN DECAL | 04/24/2015 | 338.18 |
| 33434 | 228 SYDNOR HYDRO INC | 04/24/2015 | 46,094.25 |
| 33435 | 96 UNIVAR USA INC | 04/24/2015 | 3,220.00 |
| 33436 | 587 US POSTAL SERVICE (POSTAGE BY | 04/24/2015 | 500.00 |
| 33437 | 542 WILLOUGHBY & ASSOCIATES INC | 04/24/2015 | 280.00 |
| NO. OF CHECKS: 107 | | TOTAL CHECKS | 269,687.34 |

Town of Altavista
FY 2015 Revenue Report
83% of Year Lapsed

| General Fund Revenue | FY 2015 Adopted Budget | FY 2015 Amended Budget | FY 2015 MTD | MTD % of Budget | FY 2015 YTD | YTD % of Budget | YTD Projections |
|---|---------------------------------------|---------------------------------------|------------------------|----------------------------|------------------------|----------------------------|----------------------------|
| Property Taxes - Real Property | 369,000 | 369,000 | 1,987 | 1 | 380,606 | 103 | 380,000 |
| Public Service - Real & Personal | 86,600 | 86,600 | 0 | 0 | 164,860 | 190 | 165,000 |
| Personal Property | 195,000 | 195,000 | 1,529 | 1 | 149,475 | 77 | 195,000 |
| Personal Property - PPTRA | 100,000 | 100,000 | 0 | 0 | 97,134 | 97 | 100,000 |
| Machinery & Tools | 1,518,000 | 1,518,000 | 0 | 0 | 1,487,193 | 98 | 1,487,200 |
| Mobile Homes - Current | 500 | 500 | 10 | 2 | 432 | 86 | 500 |
| Penalties - All Taxes | 5,500 | 5,500 | 288 | 5 | 5,260 | 96 | 5,500 |
| Interest - All Taxes | 3,000 | 3,000 | 248 | 8 | 2,397 | 80 | 3,000 |
| Local Sales & Use Taxes | 135,000 | 135,000 | 10,845 | 8 | 98,651 | 73 | 145,000 |
| Local Electric and Gas Taxes | 110,000 | 110,000 | 13,405 | 12 | 81,933 | 74 | 110,000 |
| Local Motor Vehicle License Tax | 43,000 | 43,000 | 924 | 2 | 41,743 | 97 | 43,000 |
| Local Bank Stock Taxes | 160,000 | 160,000 | 0 | 0 | 2,407 | 2 | 160,000 |
| Local Hotel & Motel Taxes | 80,000 | 80,000 | 4,022 | 5 | 63,736 | 80 | 83,000 |
| Local Meal Taxes | 660,000 | 660,000 | 70,072 | 11 | 534,767 | 81 | 690,000 |
| Audit Revenue | 3,500 | 3,500 | 0 | 0 | 0 | 0 | 0 |
| Container Rental Fees | 900 | 900 | 0 | 0 | 883 | 98 | 900 |
| Communications Tax | 40,000 | 40,000 | 3,488 | 9 | 27,135 | 68 | 40,000 |
| Transit Passenger Revenue | 5,000 | 5,000 | 716 | 14 | 5,412 | 108 | 5,500 |
| Business License Fees/Contractors | 7,000 | 7,000 | 736 | 11 | 10,790 | 154 | 10,800 |
| Business License Fees/Retail Services | 110,000 | 110,000 | 64,294 | 58 | 105,506 | 96 | 110,000 |
| Business License Fees/Financial/RE/Prof. | 8,500 | 8,500 | 2,767 | 33 | 6,486 | 76 | 7,000 |
| Business License Fees/Repairs & Person Svcs | 16,500 | 16,500 | 2,039 | 12 | 14,694 | 89 | 18,000 |
| Business License Fees/Wholesale Businesses | 1,800 | 1,800 | 1,643 | 91 | 1,742 | 97 | 1,750 |
| Business License Fees/Utilities | 8,000 | 8,000 | 255 | 3 | 7,476 | 93 | 8,000 |

Town of Altavista
FY 2015 Revenue Report
83% of Year Lapsed

| General Fund Revenue (Continued) | FY 2015 Adopted Budget | FY 2015 Amended Budget | FY 2015 MTD | MTD % of Budget | FY 2015 YTD | YTD % of Budget | YTD Projections |
|---|---------------------------------------|---------------------------------------|------------------------|----------------------------|------------------------|----------------------------|----------------------------|
| Business License Fees/Hotels | 1,300 | 1,300 | 1,268 | 98 | 1,268 | 98 | 1,500 |
| Permits - Sign | 1,000 | 1,000 | 60 | 6 | 780 | 78 | 1,000 |
| Fines & Forfeitures - Court | 20,000 | 20,000 | 522 | 3 | 6,640 | 33 | 10,000 |
| Parking Fines | 200 | 200 | 0 | 0 | 320 | 160 | 500 |
| Interest and Interest Income | 58,000 | 58,000 | 1,535 | 3 | 53,230 | 92 | 54,000 |
| Rents - Rental of General Property | 1,000 | 1,000 | 50 | 5 | 766 | 77 | 1,000 |
| Rents - Pavilion Rentals | 3,000 | 3,000 | 600 | 20 | 1,975 | 66 | 3,000 |
| Rents - Booker Building Rentals | 4,000 | 4,000 | 125 | 3 | 3,925 | 98 | 4,000 |
| Rents - Rental of Real Property | 60,000 | 60,000 | 3,811 | 6 | 58,316 | 97 | 60,000 |
| Property Maintenance Enforcement | 1,300 | 1,300 | 0 | 0 | 0 | 0 | 0 |
| Railroad Rolling Stock Taxes | 19,000 | 19,000 | 0 | 0 | 18,137 | 95 | 18,100 |
| State DCJS Grant | 80,000 | 80,000 | 0 | 0 | 60,111 | 75 | 80,150 |
| State Rental Taxes | 500 | 500 | 49 | 10 | 749 | 150 | 800 |
| State/Misc. Grants (Fire Grant) | 9,100 | 9,100 | 0 | 0 | 9,325 | 102 | 10,300 |
| State/VDOT Contract Services | 3,000 | 3,000 | 5,949 | 198 | 5,949 | 198 | 6,000 |
| VDOT Police Grant for Overtime | 0 | 0 | 0 | 0 | 1,540 | 0 | 1,540 |
| State Transit Revenue | 15,500 | 15,500 | 0 | 0 | 18,327 | 118 | 18,300 |
| Campbell County Grants | 57,100 | 57,100 | 0 | 0 | 57,100 | 100 | 57,100 |
| Litter Grant | 2,000 | 2,000 | 0 | 0 | 1,980 | 99 | 1,980 |
| Fuel - Fire Dept. (Paid by CC) | 4,100 | 4,100 | 0 | 0 | 1,636 | 40 | 3,300 |
| VDOT TEA 21 Grant | 0 | 0 | 136,925 | 0 | 152,320 | 0 | 152,300 |
| VDOT LAP Funding | 0 | 0 | 14,152 | 0 | 23,558 | 0 | 23,600 |
| Federal Transit Revenue | 70,500 | 70,500 | 2,847 | 4 | 37,125 | 53 | 70,500 |
| Federal/Byrne Justice Grant | 4,000 | 4,000 | 0 | 0 | 3,434 | 86 | 3,430 |
| Federal/Bullet Proof Vest Partnership Grant | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Misc. - Sale of Supplies & Materials | 10,000 | 10,000 | 0 | 0 | 784 | 8 | 5,000 |
| Misc. - Cash Discounts | 200 | 200 | 0 | 0 | 367 | 183 | 400 |

Town of Altavista
FY 2015 Revenue Report
83% of Year Lapsed

| General Fund Revenue (Continued) | FY 2015 Adopted Budget | FY 2015 Amended Budget | FY 2015 MTD | MTD % of Budget | FY 2015 YTD | YTD % of Budget | YTD Projections |
|--|---------------------------------------|---------------------------------------|------------------------|----------------------------|-------------------------|----------------------------|----------------------------|
| Miscellaneous | 13,000 | 13,000 | 4,070 | 31 | 32,593 | 251 | 13,000 |
| Reimbursement of Insurance Claim | 0 | 0 | 0 | 0 | 2,441 | 0 | 0 |
| Misc. - State Forfeiture Fund | 0 | 0 | 0 | 0 | 883 | 0 | 700 |
| Misc. - Federal Forfeiture Fund | 0 | 0 | 0 | 0 | 884 | 0 | 900 |
| Transfer In from General Fund (C.I.P.) | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Transfer In from General Fund (C.I.P.) | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Transfer In from General Fund Design. Reserves | 0 | 12,380 | 0 | 0 | 0 | 0 | 12,380 |
| | <u>4,104,600</u> | <u>4,116,980</u> | <u>351,232</u> | <u>8.53</u> | <u>3,847,180</u> | <u>93.45</u> | <u>4,383,930</u> |

Town of Altavista
Fund Expenditure Totals
FY 2015
83% of Year Lapsed

| | <u>FY 2015 Adopted Budget</u> | <u>FY 2015 Amended Budget</u> | <u>FY 2015 MTD</u> | <u>MTD % of Budget</u> | <u>FY 2015 YTD</u> | <u>YTD % of Budget</u> | <u>YTD Projections</u> |
|---|--|--|-------------------------------|-----------------------------------|-------------------------------|-----------------------------------|-----------------------------------|
| ALL FUNDS TOTAL | | | | | | | |
| Operations | 5,702,350 | 5,830,321 | 497,204 | 9 | 4,291,417 | 74 | 5,791,611 |
| Debt Service | 0 | 0 | 0 | 0 | 56,751 | 0 | 56,751 |
| CIP | 750,000 | 750,000 | 517,900 | 69 | 2,470,831 | 329 | 4,764,870 |
| Transfer Out to General Fund Reserve | 588,500 | 588,500 | 0 | 0 | 0 | 0 | 588,500 |
| Transfer Out to CIF | 0 | 15,000 | 0 | 0 | 15,000 | 100 | 15,000 |
| Transfer Out to General Fund Reserve (Fire Dept.) | 65,000 | 65,000 | 0 | 0 | 48,750 | 75 | 65,000 |
| Transfer Out to Cemetery Reserve | 25,000 | 25,000 | 0 | 0 | 0 | 0 | 30,520 |
| Transfer Out to Enterprise Fund Reserve | <u>264,550</u> | <u>264,550</u> | <u>0</u> | 0 | <u>0</u> | 0 | <u>0</u> |
| ALL FUNDS - GRAND TOTAL: | <u>7,395,400</u> | <u>7,538,371</u> | <u>1,015,105</u> | <u>13</u> | <u>6,882,750</u> | <u>91</u> | <u>11,312,252</u> |

Town of Altavista
Fund Expenditure Totals
FY 2015
83% of Year Lapsed

| | FY 2015 Adopted Budget | FY 2015 Amended Budget | FY 2015 MTD | MTD % of Budget | FY 2015 YTD | YTD % of Budget | YTD Projections |
|--|---------------------------------------|---------------------------------------|------------------------|----------------------------|------------------------|----------------------------|----------------------------|
| GENERAL FUND (FUND 10) | | | | | | | |
| Council / Planning Commission | | | | | | | |
| Operations | 34,030 | 34,030 | 1,784 | 5 | 19,605 | 58 | 34,030 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| CIP | 10,000 | 10,000 | 0 | 0 | 0 | 0 | 10,000 |
| Administration - TOTAL: | <u>44,030</u> | <u>44,030</u> | <u>1,784</u> | <u>4</u> | <u>19,605</u> | <u>45</u> | <u>44,030</u> |
| Administration | | | | | | | |
| Operations | 755,340 | 758,540 | 42,578 | 6 | 609,662 | 80 | 756,360 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| CIP | 35,000 | 35,000 | 0 | 0 | 34,727 | 99 | 34,750 |
| Administration - TOTAL: | <u>790,340</u> | <u>793,540</u> | <u>42,578</u> | <u>5</u> | <u>644,389</u> | <u>81</u> | <u>791,110</u> |
| Non-Departmental | | | | | | | |
| Operations | 989,980 | 1,004,980 | 48,133 | 5 | 350,499 | 35 | 1,011,020 |
| Transfer Out to Cemetery Fund | -28,580 | -28,580 | 0 | 0 | -25,000 | 87 | -28,580 |
| Transfer Out to Enterprise Fund | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Transfer Out to General Fund Reserve | -588,500 | -588,500 | 0 | 0 | 0 | | -588,500 |
| Transfer Out to CIF | 0 | -15,000 | 0 | 0 | -15,000 | 100 | -15,000 |
| Transfer Out to Gen. Fund Reserve (Fire Dept.) | -65,000 | -65,000 | 0 | 0 | -48,750 | 75 | -65,000 |
| Operations w/o Transfers Out | <u>307,900</u> | <u>307,900</u> | <u>48,133</u> | <u>16</u> | <u>261,749</u> | <u>85</u> | <u>313,940</u> |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| CIP | 59,000 | 59,000 | 12,674 | 21 | 86,330 | 146 | 83,950 |
| Non-Departmental - TOTAL: | <u>366,900</u> | <u>366,900</u> | <u>60,807</u> | <u>17</u> | <u>348,079</u> | <u>95</u> | <u>397,890</u> |
| Public Safety | | | | | | | |
| Operations | 909,900 | 909,900 | 67,171 | 7 | 651,589 | 72 | 868,970 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| CIP | 32,000 | 32,000 | 0 | 0 | 0 | 0 | 28,300 |
| Public Safety - TOTAL: | <u>941,900</u> | <u>941,900</u> | <u>67,171</u> | <u>7</u> | <u>651,589</u> | <u>69</u> | <u>897,270</u> |

Town of Altavista
Fund Expenditure Totals
FY 2015
83% of Year Lapsed

| | FY 2015 Adopted Budget | FY 2015 Amended Budget | FY 2015 MTD | MTD % of Budget | FY 2015 YTD | YTD % of Budget | YTD Projections |
|------------------------------------|------------------------------|------------------------------|----------------|--------------------|------------------|--------------------|--------------------|
| GENERAL FUND (FUND 10) | | | | | | | |
| Public Works | | | | | | | |
| Operations | 943,950 | 953,130 | 58,997 | 6 | 614,826 | 65 | 865,800 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| CIP | <u>48,500</u> | <u>48,500</u> | <u>0</u> | <u>0</u> | <u>26,612</u> | <u>55</u> | <u>26,650</u> |
| Public Works - TOTAL: | <u>992,450</u> | <u>1,001,630</u> | <u>58,997</u> | <u>6</u> | <u>641,438</u> | <u>64</u> | <u>892,450</u> |
| Economic Development | | | | | | | |
| Operations | 162,850 | 162,850 | 7,714 | 5 | 43,277 | 27 | 103,900 |
| 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>162,850</u> | <u>162,850</u> | <u>7,714</u> | <u>5</u> | <u>43,277</u> | <u>27</u> | <u>103,900</u> |
| Transit System | | | | | | | |
| Operations | 96,050 | 96,050 | 6,086 | 6 | 69,479 | 72 | 93,100 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| CIP | <u>28,000</u> | <u>28,000</u> | <u>0</u> | <u>0</u> | <u>8,620</u> | <u>31</u> | <u>26,620</u> |
| Transit System - TOTAL: | <u>124,050</u> | <u>124,050</u> | <u>6,086</u> | <u>5</u> | <u>78,099</u> | <u>63</u> | <u>119,720</u> |
| GENERAL FUND TOTALS | | | | | | | |
| Operations | 3,210,020 | 3,222,400 | 232,463 | 7 | 2,270,187 | 70 | 3,036,100 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| CIP | <u>212,500</u> | <u>212,500</u> | <u>12,674</u> | <u>6</u> | <u>156,289</u> | <u>74</u> | <u>210,270</u> |
| GENERAL FUND - GRAND TOTAL: | <u>3,422,520</u> | <u>3,434,900</u> | <u>245,137</u> | <u>7</u> | <u>2,426,476</u> | <u>71</u> | <u>3,246,370</u> |

Town of Altavista
Council / Planning Commission
FY 2015 Expenditure Report
83% of year Lapsed

| <u>COUNCIL / PLANNING COMMISSION - FUND 10</u> | <u>FY 2015 Adopted Budget</u> | <u>FY 2015 Amended Budget</u> | <u>FY 2015 MTD</u> | <u>MTD % of Budget</u> | <u>FY 2015 YTD</u> | <u>YTD % of Budget</u> | <u>YTD Projections</u> |
|---|--|--|-------------------------------|-----------------------------------|-------------------------------|-----------------------------------|-----------------------------------|
| Wages & Benefits | 21,000 | 21,000 | 1,749 | 8 | 17,494 | 83 | 21,000 |
| Other Employee Benefits | | | 0 | 0 | 0 | 0 | |
| Services | 8,000 | 8,000 | 0 | 0 | 0 | 0 | 8,000 |
| Other Charges | 5,030 | 5,030 | 35 | 1 | 2,111 | 42 | 5,030 |
| Materials & Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Capital Outlay | 10,000 | 10,000 | 0 | 0 | 0 | 0 | 10,000 |
| Total Expenditures | 44,030 | 44,030 | 1,784 | 4 | 19,605 | 45 | 44,030 |

Town of Altavista
Administration
FY 2015 Expenditure Report
83% of year Lapsed

| <u>ADMINISTRATION - FUND 10</u> | <u>FY 2015 Adopted Budget</u> | <u>FY 2015 Amended Budget</u> | <u>FY 2015 MTD</u> | <u>MTD % of Budget</u> | <u>FY 2015 YTD</u> | <u>YTD % of Budget</u> | <u>YTD Projections</u> |
|--|--|--|-------------------------------|-----------------------------------|-------------------------------|-----------------------------------|-----------------------------------|
| Wages & Benefits | 397,400 | 397,400 | 24,497 | 6 | 292,172 | 74 | 384,400 |
| Other Employee Benefits | 18,800 | 18,800 | 1,609 | 9 | 26,502 | 141 | 26,520 |
| Services | 175,340 | 175,340 | 9,063 | 5 | 142,611 | 81 | 175,340 |
| Other Charges | 135,700 | 135,700 | 3,758 | 3 | 120,184 | 89 | 137,700 |
| Materials & Supplies | 28,100 | 31,300 | 3,651 | 12 | 28,193 | 90 | 32,400 |
| Capital Outlay | 35,000 | 35,000 | 0 | 0 | 34,727 | 99 | 34,750 |
| Total Expenditures | 790,340 | 793,540 | 42,578 | 5 | 644,389 | 81 | 791,110 |

Town of Altavista
Non-Departmental
FY 2015 Expenditure Report
83% of Year Lapsed

| <u>NON-DEPARTMENTAL - FUND 10</u> | <u>FY 2015 Adopted Budget</u> | <u>FY 2015 Amended Budget</u> | <u>FY 2015 MTD</u> | <u>MTD % of Budget</u> | <u>FY 2015 YTD</u> | <u>YTD % of Budget</u> | <u>YTD Projections</u> |
|--|--|--|-------------------------------|-----------------------------------|-------------------------------|-----------------------------------|-----------------------------------|
| CONTRIBUTIONS - OTHER CHARGES | | | | | | | |
| Other Charges - Misc. | 48,600 | 48,600 | 5,000 | 10 | 51,723 | 106 | 72,000 |
| <i>Campbell County Treasurer</i> | | | 0 | 0 | 28,916 | 0 | 28,916 |
| <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 | 0 | 0 | 0 | 0 | 5,000 |
| <i>Business Development Center</i> | 2,500 | 2,500 | 0 | 0 | 2,500 | 100 | 2,500 |
| <i>Altavista Chamber of Commerce</i> | 20,000 | 20,000 | 5,000 | 25 | 20,000 | 100 | 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 | 307 | 61 | 500 |
| Contribution - Altavista EMS | 10,000 | 10,000 | 0 | 0 | 10,000 | 0 | 10,000 |
| Contribution - Senior Center | 1,000 | 1,000 | 0 | 0 | 1,000 | 100 | 1,000 |
| Economic Development Incentives | 52,000 | 52,000 | 0 | 0 | 10,000 | 19 | 33,000 |
| Contribution - YMCA Recreation Program | 100,000 | 100,000 | 25,000 | 25 | 100,000 | 100 | 100,000 |
| Contribution - Altavista Fire Co. | 10,000 | 10,000 | 0 | 0 | 9,325 | 93 | 10,000 |
| Contribution - Avoca | 16,900 | 16,900 | 4,225 | 25 | 16,900 | 100 | 16,900 |
| Contribution - Altavista On Track (MS) | 35,000 | 35,000 | 6,250 | 18 | 27,500 | 79 | 35,000 |
| CONTRIBUTIONS - OTHER CHARGES - TOTAL | 273,500 | 273,500 | 40,475 | 15 | 226,448 | 83 | 277,900 |
| NON-DEPARTMENTAL - Non-Departmental | | | | | | | |
| Insurance Claim | 0 | 0 | 0 | 0 | 2,544 | 0 | 2,540 |
| Fuel - Fire Company | 5,000 | 5,000 | 260 | 5 | 3,260 | 65 | 5,000 |
| NON-DEPARTMENT - ND - TOTAL | 5,000 | 5,000 | 260 | 5 | 5,804 | 116 | 7,540 |
| NON-DEPARTMENTAL - SUBTOTAL | 278,500 | 278,500 | 40,735 | 15 | 232,252 | 83 | 285,440 |
| TRANSFER OUT | | | | | | | |
| Transfer Out - Cemetery Fund | 28,580 | 28,580 | 0 | 0 | 25,000 | 87 | 27,680 |

Town of Altavista
Non-Departmental
FY 2015 Expenditure Report
83% of Year Lapsed

| | FY 2014 Adopted Budget | FY 2014 Amended Budget | FY 2014 MTD | MTD % of Budget | FY 2014 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 | 588,500 | 588,500 | 0 | 0 | 0 | 0 | 588,500 |
| Transfer Out - CIF | 0 | 15,000 | 0 | 0 | 15,000 | 0 | 15,000 |
| Transfer Out - General Fund Reserve (Fire Dept.) | 65,000 | 65,000 | 0 | 0 | 48,750 | 75 | 65,000 |
| TRANSFER OUT - TOTAL | 682,080 | 697,080 | 0 | 0 | 88,750 | 13 | 696,180 |
| 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 | 7,398 | 25 | 29,497 | 100 | 29,400 |
| MATERIALS & SUPPLIES - TOTAL | 29,400 | 29,400 | 7,398 | 25 | 29,497 | 100 | 29,400 |
| NON-DEPARTMENTAL TOTAL - EXCLUDING CAPITAL | 989,980 | 1,004,980 | 48,134 | 5 | 350,499 | 35 | 1,011,020 |
| CAPITAL OUTLAY - Non-Departmental | | | | | | | |
| Capital Outlay - New | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Replacement Improvements (T-21 / Streetscape) | 0 | 0 | 2,404 | 0 | 12,612 | 0 | 10,200 |
| Replacement Other than Buildings (Avoca) | 59,000 | 59,000 | 10,270 | 17 | 58,959 | 100 | 59,000 |
| Replacement Other than Buildings (VDOT LAP) | 0 | 0 | 0 | 0 | 14,759 | 0 | 14,750 |
| CAPITAL OUTLAY -TOTAL | 59,000 | 59,000 | 12,674 | 21 | 86,330 | 146 | 83,950 |
| NON-DEPARTMENTAL TOTAL - INCLUDING CAPITAL | 1,048,980 | 1,063,980 | 60,808 | 6 | 436,829 | 41 | 1,094,970 |
| NON-DEPARTMENTAL TOTAL - EXCLUDING TRANSFERS OUT | 366,900 | 366,900 | 60,808 | 17 | 348,079 | 95 | 398,790 |

Town of Altavista
Public Safety
FY 2015 Expenditure Report
83% of Year Lapsed

| <u>PUBLIC SAFETY - FUND 10</u> | <u>FY 2015 Adopted Budget</u> | <u>FY 2015 Amended Budget</u> | <u>FY 2015 MTD</u> | <u>MTD % of Budget</u> | <u>FY 2015 YTD</u> | <u>YTD % of Budget</u> | <u>YTD Projections</u> |
|---------------------------------------|--|--|-------------------------------|-----------------------------------|-------------------------------|-----------------------------------|-----------------------------------|
| Wages & Benefits | 783,100 | 783,100 | 55,942 | 7 | 577,544 | 74 | 748,300 |
| Other Employee Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Services | 10,000 | 10,000 | 3,726 | 37 | 10,826 | 108 | 10,000 |
| Other Charges | 36,200 | 36,200 | 2,561 | 7 | 28,862 | 80 | 36,070 |
| Materials & Supplies | 80,600 | 80,600 | 4,942 | 6 | 34,357 | 43 | 74,600 |
| Capital Outlay | 32,000 | 32,000 | 0 | 0 | 0 | 0 | 28,300 |
| Total Expenditures | 941,900 | 941,900 | 67,171 | 7 | 651,589 | 69 | 897,270 |

Town of Altavista
Public Works
FY 2015 Expenditure Report
83% of Year Lapsed

| PUBLIC WORKS - FUND 10 | FY 2015 Adopted <u>Budget</u> | FY 2015 Amended <u>Budget</u> | FY 2015 <u>MTD</u> | MTD % of <u>Budget</u> | FY 2015 <u>YTD</u> | YTD % of <u>Budget</u> | YTD <u>Projections</u> |
|-------------------------------|--|--|-------------------------------|-----------------------------------|-------------------------------|-----------------------------------|-----------------------------------|
| Wages & Benefits | 651,600 | 651,600 | 38,813 | 6 | 412,706 | 63 | 573,300 |
| Other Employee Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Services | 9,250 | 9,250 | 664 | 7 | 4,282 | 46 | 8,400 |
| Other Charges | 25,600 | 25,600 | 2,623 | 10 | 19,522 | 76 | 25,600 |
| Materials & Supplies | 257,500 | 266,680 | 16,897 | 6 | 178,316 | 67 | 258,500 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Capital Outlay | 48,500 | 48,500 | 0 | 0 | 26,612 | 55 | 26,650 |
| Total Expenditures | 992,450 | 1,001,630 | 58,997 | 6 | 641,438 | 64 | 892,450 |

Town of Altavista
Economic Development
FY 2015 Expenditure Report
83% of Year Lapsed

| <u>ECONOMIC DEVELOPMENT - FUND 10</u> | FY 2015 Adopted Budget | FY 2015 Amended Budget | FY 2015 MTD | MTD % of Budget | FY 2015 YTD | YTD % of Budget | YTD Projections |
|--|---------------------------------------|---------------------------------------|------------------------|----------------------------|------------------------|----------------------------|----------------------------|
| Wages & Benefits | 79,400 | 79,400 | 5,602 | 7 | 30,726 | 39 | 56,350 |
| Other Employee Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Services | 47,700 | 47,700 | 304 | 1 | 3,259 | 7 | 30,000 |
| Other Charges | 30,250 | 30,250 | 1,781 | 6 | 7,708 | 25 | 12,550 |
| Materials & Supplies | 5,500 | 5,500 | 27 | 0 | 1,584 | 29 | 5,000 |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Expenditures | 162,850 | 162,850 | 7,714 | 5 | 43,277 | 27 | 103,900 |

Town of Altavista
Transit System
FY 2015 Expenditure Report
83% of Year Lapsed

| <u>TRANSIT SYSTEM - FUND 10</u> | FY 2015 Adopted <u>Budget</u> | FY 2015 Amended <u>Budget</u> | FY 2015 <u>MTD</u> | MTD % of <u>Budget</u> | FY 2015 <u>YTD</u> | YTD % of <u>Budget</u> | YTD <u>Projections</u> |
|--|--|--|-------------------------------|-----------------------------------|-------------------------------|-----------------------------------|-----------------------------------|
| Wages & Benefits | 61,800 | 61,800 | 4,519 | 7 | 49,197 | 80 | 61,850 |
| Services | 5,950 | 5,950 | 0 | 0 | 390 | 7 | 3,250 |
| Other Charges | 4,150 | 4,150 | 84 | 2 | 2,285 | 55 | 3,950 |
| Materials & Supplies | 24,150 | 24,150 | 1,483 | 6 | 17,606 | 73 | 24,050 |
| Capital Outlay | 28,000 | 28,000 | 0 | 0 | 8,620 | 31 | 26,620 |
| Total Expenditures | 124,050 | 124,050 | 6,086 | 5 | 78,099 | 63 | 119,720 |

Town of Altavista
FY 2015 Revenue Report
83% of Year Lapsed

| Enterprise Fund Revenue | FY 2015 Adopted Budget | FY 2015 Amended Budget | FY 2015 MTD | MTD % of Budget | FY 2015 YTD | YTD % of Budget | YTD Projections |
|---|------------------------------|------------------------------|-----------------------|--------------------|-------------------------|--------------------|-------------------------|
| Interest/Interest Income | 3,500 | 3,500 | 1,169 | 33 | 9,147 | 261 | 9,200 |
| Water Charges - Industrial | 861,000 | 861,000 | 74,192 | 9 | 664,750 | 77 | 861,000 |
| Water Charges - Business/Residential | 239,600 | 239,600 | 9,324 | 4 | 219,160 | 91 | 280,000 |
| Water Charges - Outside Community | 130,200 | 130,200 | 9,035 | 7 | 108,468 | 83 | 130,200 |
| Water Charges - Water Connection Fees | 1,200 | 1,200 | 0 | 0 | 3,638 | 303 | 2,100 |
| Sewer Charges - Industrial | 1,130,900 | 1,130,900 | 109,135 | 10 | 873,379 | 77 | 1,130,900 |
| Sewer Charges - Business/Residential | 238,800 | 238,800 | 12,625 | 5 | 214,661 | 90 | 280,000 |
| Sewer Charges - Outside Community | 1,900 | 1,900 | 526 | 28 | 1,605 | 84 | 1,900 |
| Sewer Charges - Sewer Connection Fees | 2,000 | 3,650 | 0 | 0 | 10,400 | 285 | 5,200 |
| Sewer Charges - Sewer Surcharges | 40,000 | 40,000 | 1,565 | 4 | 74,596 | 186 | 100,000 |
| Charges for Service - Water/Sewer Penalties | 3,500 | 3,500 | 1,230 | 35 | 4,825 | 138 | 4,850 |
| Misc. Cash Discounts | 200 | 200 | 0 | 0 | 14 | 7 | 200 |
| Misc. Sale of Supplies & Materials | 500 | 500 | 0 | 0 | 0 | 0 | 500 |
| Miscellaneous | 25,000 | 25,000 | 1,545 | 6 | 16,878 | 68 | 25,000 |
| State Fluoride Grant | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Transfer In from Fund 50 (CIP Designated Res) | 0 | 159,641 | 0 | 0 | 0 | 0 | 159,641 |
| Transfer In from Reserves | 0 | 0 | 0 | 0 | 0 | 0 | 4,100,000 |
| Transfer in From General Fund | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| ENTERPRISE FUND - REVENUE: | <u>2,678,300</u> | <u>2,839,591</u> | <u>220,347</u> | <u>8</u> | <u>2,201,521</u> | <u>78</u> | <u>7,090,691</u> |

Town of Altavista
Fund Expenditure Totals
FY 2015
83% of Year Lapsed

| | FY 2015 Adopted <u>Budget</u> | FY 2015 Amended <u>Budget</u> | FY 2015 <u>MTD</u> | MTD % of <u>Budget</u> | FY 2015 <u>YTD</u> | YTD % of <u>Budget</u> | YTD <u>Projections</u> |
|---------------------------------------|-------------------------------------|-------------------------------------|-----------------------|---------------------------|-----------------------|---------------------------|---------------------------|
| ENTERPRISE FUND (FUND 50) | | | | | | | |
| Water Department | | | | | | | |
| Operations | 895,000 | 982,221 | 123,911 | 13 | 839,580 | 85 | 1,087,171 |
| Debt Service | 0 | 0 | 0 | 0 | 56,751 | 0 | 56,751 |
| CIP | 115,000 | 115,000 | 505,226 | 439 | 2,287,129 | 1,989 | 4,235,200 |
| Transfer Out | <u>132,275</u> | <u>132,275</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Water Department - TOTAL: | <u>1,142,275</u> | <u>1,229,496</u> | <u>629,138</u> | <u>51</u> | <u>3,183,460</u> | <u>259</u> | <u>5,379,122</u> |
| Wastewater Department | | | | | | | |
| Operations | 1,131,250 | 1,157,820 | 113,972 | 10 | 924,001 | 80 | 1,200,360 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| CIP | 272,500 | 272,500 | 0 | 0 | 27,413 | <u>10</u> | 169,400 |
| Transfer Out | <u>132,275</u> | <u>132,275</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Wastewater Department - TOTAL: | <u>1,536,025</u> | <u>1,562,595</u> | <u>113,972</u> | <u>7</u> | <u>951,415</u> | <u>61</u> | <u>1,369,760</u> |
| ENTERPRISE FUND TOTAL | | | | | | | |
| Operations | 2,026,250 | 2,140,041 | 237,883 | 11 | 1,763,582 | 82 | 2,287,531 |
| Debt Service | 0 | 0 | 0 | 0 | 56,751 | 0 | 56,751 |
| CIP | <u>387,500</u> | <u>387,500</u> | <u>505,226</u> | <u>130</u> | <u>2,314,542</u> | <u>597</u> | <u>4,404,600</u> |
| Transfer Out | <u>264,550</u> | <u>264,550</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| ENTERPRISE FUND - GRAND TOTAL: | <u>2,678,300</u> | <u>2,792,091</u> | <u>743,110</u> | <u>27</u> | <u>4,134,875</u> | <u>148</u> | <u>6,748,882</u> |

Town of Altavista
Water Department
FY 2015 Expenditure Report
83% of Year Lapsed

| WATER DEPARTMENT - FUND 50 | FY 2015 Adopted <u>Budget</u> | FY 2015 Amended <u>Budget</u> | FY 2015 <u>MTD</u> | MTD % of <u>Budget</u> | FY 2015 <u>YTD</u> | YTD % of <u>Budget</u> | YTD <u>Projections</u> |
|-----------------------------------|--|--|-------------------------------|-----------------------------------|-------------------------------|-----------------------------------|-----------------------------------|
| Wages & Benefits | 525,700 | 525,700 | 35,041 | 7 | 411,218 | 78 | 499,100 |
| Other Employee Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Services | 43,450 | 43,450 | 2,923 | 7 | 35,507 | 82 | 48,150 |
| Other Charges | 161,850 | 192,320 | 18,581 | 10 | 156,030 | 81 | 192,320 |
| Materials & Supplies | 164,000 | 164,000 | 67,367 | 41 | 236,825 | 144 | 290,850 |
| Debt Service | 0 | 56,751 | 0 | 0 | 56,751 | 0 | 56,751 |
| Capital Outlay | 115,000 | 115,000 | 505,226 | 439 | 2,287,129 | 1,989 | 4,235,200 |
| Transfer Out to Reserves | 132,275 | 132,275 | | | | | 0 |
| Total Expenditures | 1,142,275 | 1,229,496 | 629,138 | 51 | 3,183,460 | 259 | 5,322,371 |

Town of Altavista
Wastewater Department
FY 2015 Expenditure Report
83% of Year Lapsed

| WASTEWATER DEPARTMENT - FUND 50 | FY 2015 Adopted <u>Budget</u> | FY 2015 Amended <u>Budget</u> | FY 2015 <u>MTD</u> | MTD % of <u>Budget</u> | FY 2015 <u>YTD</u> | YTD % of <u>Budget</u> | YTD <u>Projections</u> |
|--|--|--|-------------------------------|-----------------------------------|-------------------------------|-----------------------------------|-----------------------------------|
| Wages & Benefits | 645,500 | 645,500 | 44,212 | 7 | 514,242 | 80 | 652,560 |
| Other Employee Benefits | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Services | 10,650 | 35,570 | 8,807 | 25 | 38,640 | 109 | 71,050 |
| Other Charges | 311,500 | 313,150 | 27,806 | 9 | 240,890 | 77 | 313,150 |
| Materials & Supplies | 163,600 | 163,600 | 33,147 | 20 | 130,229 | 80 | 163,600 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Capital Outlay | 272,500 | 272,500 | 0 | 0 | 27,413 | 10 | 169,400 |
| Transfer Out | 132,275 | 132,275 | | | | | 0 |
| Total Expenditures | 1,536,025 | 1,562,595 | 113,972 | 7 | 951,415 | 61 | 1,369,760 |

Town of Altavista
Fund Expenditure Totals
FY 2015
83% of Year Lapsed

| | FY 2015 Adopted <u>Budget</u> | FY 2015 Amended <u>Budget</u> | FY 2015 <u>MTD</u> | MTD % of <u>Budget</u> | FY 2015 <u>YTD</u> | YTD % of <u>Budget</u> | YTD <u>Projections</u> |
|---|--|--|-------------------------------|-----------------------------------|-------------------------------|-----------------------------------|-----------------------------------|
| State/Hwy Reimbursement Fund (Fund 20) | | | | | | | |
| Operations | 435,000 | 435,000 | 24,938 | 6 | 238,675 | 55 | 435,000 |
| CIP | <u>150,000</u> | <u>150,000</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>150,000</u> |
| State/Hwy Water Department - TOTAL: | <u>585,000</u> | <u>585,000</u> | <u>24,938</u> | <u>4</u> | <u>238,675</u> | <u>41</u> | <u>585,000</u> |

| | FY 2015 Adopted <u>Budget</u> | FY 2015 Amended <u>Budget</u> | FY 2015 <u>MTD</u> | MTD % of <u>Budget</u> | FY 2015 <u>YTD</u> | YTD % of <u>Budget</u> | YTD <u>Projections</u> |
|----------------------------------|--|--|-------------------------------|-----------------------------------|-------------------------------|-----------------------------------|-----------------------------------|
| Cemetery Fund - (Fund 90) | | | | | | | |
| Cemetery - Operations - Total: | 31,080 | 32,880 | 1,920 | 6 | 18,974 | 58 | 32,980 |
| Transfer Out - Cemetery Reserve | <u>25,000</u> | <u>25,000</u> | <u>0</u> | <u>0</u> | <u>25,000</u> | <u>100</u> | <u>30,520</u> |
| Cemetery Fund - TOTAL: | <u>56,080</u> | <u>57,880</u> | <u>1,920</u> | <u>3</u> | <u>43,974</u> | <u>76</u> | <u>63,500</u> |

Town of Altavista
FY 2015 State/Highway Fund
83% of Year Lapsed

| State/Highway Reimbursement Fund - Fund 20 | FY 2015 Adopted <u>Budget</u> | FY 2015 Amended <u>Budget</u> | FY 2015 <u>MTD</u> | MTD % of <u>Budget</u> | FY 2015 <u>YTD</u> | YTD % of <u>Budget</u> | YTD <u>Projections</u> |
|---|-------------------------------------|-------------------------------------|-----------------------|---------------------------|-----------------------|---------------------------|---------------------------|
| REVENUE | | | | | | | |
| Street & Highway Maintenance | 585,000 | 585,000 | 154,768 | 26 | 464,303 | 79 | 585,000 |
| Street & Highway Maintenance/Carry Over | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Street & Highway Maintenance/Cash Discount | 0 | 0 | 0 | 0 | 5.76 | 0 | 0 |
| State/Highway Reimbursement Fund - GRAND TOTAL: | <u>585,000</u> | <u>585,000</u> | <u>154,768</u> | <u>26</u> | <u>464,309</u> | <u>79</u> | <u>585,000</u> |
| EXPENDITURES | | | | | | | |
| Maintenance - Other Maintenance | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Maintenance - Drainage | 48,200 | 48,200 | 2,379 | 5 | 7,640 | 16 | 48,200 |
| Maintenance - Pavement | 150,000 | 150,000 | 661 | 0 | 14,396 | 10 | 150,000 |
| Maintenance - Traffic Control Devices | 56,800 | 56,800 | 11,551 | 20 | 50,977 | 90 | 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 | 40,000 | 40,000 | 0 | 0 | 38,019 | 95 | 40,000 |
| Road/Street/Highway - Other Traffic Services | 50,000 | 50,000 | 6,268 | 13 | 45,315 | 91 | 50,000 |
| General Admin. & Misc. - Miscellaneous | 80,000 | 80,000 | 4,080 | 5 | 82,327 | 103 | 80,000 |
| State/Highway Reimb. Fund - Subtotal: | <u>435,000</u> | <u>435,000</u> | <u>24,938</u> | <u>6</u> | <u>238,675</u> | <u>55</u> | <u>435,000</u> |
| Improvements Other Than Buildings - New | 150,000 | 150,000 | 0 | 0 | 0 | 0 | 150,000 |
| Engineering - New | | | | | | | |
| State/Highway Reimb. Fund - Capital Outlay - Subtotal: | <u>150,000</u> | <u>150,000</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>150,000</u> |
| Transfer Out - General Fund Reserve | | | | | | | |
| State/Highway Fund - GRAND TOTAL: | <u>585,000</u> | <u>585,000</u> | <u>24,938</u> | <u>4</u> | <u>238,675</u> | <u>41</u> | <u>585,000</u> |

Town of Altavista
FY 2015 Cemetery Fund
83% of Year Lapsed

| Cemetery Fund - Fund 90 | FY 2015 Adopted <u>Budget</u> | FY 2015 Amended <u>Budget</u> | FY 2015 <u>MTD</u> | MTD % of <u>Budget</u> | FY 2015 <u>YTD</u> | YTD % of <u>Budget</u> | YTD <u>Projections</u> |
|--|-------------------------------------|-------------------------------------|-----------------------|---------------------------|-----------------------|---------------------------|---------------------------|
| REVENUE | | | | | | | |
| Permits/Burials | 15,000 | 15,000 | 650 | 4 | 12,000 | 80 | 15,000 |
| Interest/Interest Income | 8,500 | 8,500 | 149 | 2 | 7,140 | 84 | 9,000 |
| Miscellaneous/Sale of Real Estate | 4,000 | 5,800 | 1,300 | 22 | 14,500 | 250 | 14,500 |
| Miscellaneous/Misc. | 0 | 0 | 0 | 0 | 25 | 0 | 0 |
| Transfer In From General Fund | <u>28,580</u> | <u>28,580</u> | <u>0</u> | <u>0</u> | <u>25,000</u> | <u>87</u> | <u>25,000</u> |
| Cemetery Fund - GRAND TOTAL: | <u>56,080</u> | <u>57,880</u> | <u>2,099</u> | <u>4</u> | <u>58,665</u> | <u>101</u> | <u>63,500</u> |
| EXPENDITURES | | | | | | | |
| Salaries and Wages/Regular | 9,500 | 9,500 | 628 | 7 | 5,244 | 55 | 9,500 |
| Salaries and Wages/Overtime | 500 | 500 | 33 | 7 | 527 | 105 | 600 |
| Benefits/FICA | 800 | 800 | 47 | 6 | 416 | 52 | 800 |
| Benefits/VRS | 1,050 | 1,050 | 74 | 7 | 545 | 52 | 1,050 |
| Benefits/Medical Insurance is pre-paid | 1,100 | 1,100 | 105 | 10 | 816 | 74 | 1,100 |
| Benefits/Group Life | 130 | 130 | 8 | 6 | 59 | 46 | 130 |
| Other Charges/Misc. Reimb. | 0 | 1,800 | 0 | 0 | 1,800 | 100 | 1,800 |
| Materials/Supplies & Repairs/Maint. | 18,000 | 18,000 | 1,025 | 6 | 9,567 | 53 | 18,000 |
| Transfer Out/To Cemetery Reserve | <u>25,000</u> | <u>25,000</u> | <u>0</u> | <u>0</u> | <u>25,000</u> | <u>100</u> | <u>30,520</u> |
| Cemetery Fund - GRAND TOTAL: | <u>56,080</u> | <u>57,880</u> | <u>1,920</u> | <u>3</u> | <u>43,974</u> | <u>76</u> | <u>63,500</u> |

Town of Altavista

Grand Total of all Investments and Deposits
Balance as of April 30, 2015

\$ 16,854,580.21

Non-Specific

| | |
|--------------------------------------|--------------|
| Green Hill Cemetery | 557,750.42 |
| General Fund Reserves | |
| Capital Improvement Program Reserves | |
| Altavista EDA Funding | 299,594.61 * |
| VDOT TEA 21 Enhancement Match | 309,000.00 |
| | 608,594.61 |
| Enterprise Fund Reserves | |
| Capital Improvement Program Reserves | |
| PCB Remediation | 612,468.83 |
| Community Improvement Reserve | 0.00 |
| Police Federal | 2,908.32 |
| Police State | 15,238.74 |

3,120,506.50

187,563.03

Public Funds Money Market Accounts

10,586,949.17 → Includes Funds \$2,481,740.75 for Proj 1A - Bedford Waterline

Operating Checking Account (Reconciled Balance) **1,162,600.59**

DESIGNATED FUNDS 2,959,561.51

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

UNDESIGNATED FUNDS

13,895,018.70

-6,313,403.00

7,581,615.70

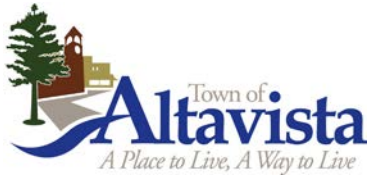
| | General | Enterprise | Total |
|-----------|-----------|------------|-----------|
| Policy \$ | 4,982,908 | 1,330,495 | 6,313,403 |

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 |
| FY14 Projected Carryover Needs | -476,000.00 |
| Funding from VDOT and LAP from Downtown Projects | 150,000.00 |
| Transit Funding | -4,209.00 |
| Funds for Project 1A - Bedford Waterline Improvement | -2,481,740.75 |
| Transfer of excess funds from Operating Acct. to MM | -1,500,000.00 |

UNDESIGNATED RESERVE FUND BALANCE

2,497,105.39



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

Date: May 7, 2015
To: Mayor Mattox and Council members
FROM: Waverly Coggsdale, Town Manager
SUBJECT: FY2016 Budget and FY2016-2020 Capital Improvement Program – *Public Hearing*

Recommendation

Conduct a Public Hearing in regard to the advertised FY2016 Budget and the FY2016-2020 Capital Improvement Program (CIP).

Background and discussion

Tonight will be an opportunity for the public to express their thoughts on the proposed FY2016 Budget and the FY2016-2020 Capital Improvement Program (CIP). Following tonight's public hearing, Town Council will have an opportunity to consider the comments before considering final adoption of the budget. Should Council have items that they need to discuss further, they can be added to the May Town Council Work Session, scheduled for May 26th at 5:00 p.m. Staff will be seeking adoption of the FY2016 Budget and the FY2016-2020 Capital Improvement Program (CIP) at the regular Town Council meeting in June.

Based on actions taken by Town Council the total figure of the advertised budget has been reduced by \$100,000. This relates to the decision to proceed in FY2015 with water tank maintenance services with monies that are in the FY2015 Budget and in the Town Reserves previously earmarked for this purpose. The advertised budget had been based on \$100,000 being brought in from Reserves for the purpose, but the funds will now be utilized in FY2015.

| | |
|---|---------------------------|
| The General Fund Revenue is estimated at: | <u>\$4,391,370</u> |
| The Enterprise Fund Revenue is estimated at: | <u>\$2,954,900</u> |
| The Highway Maintenance Fund Revenue is estimated at: | <u>\$ 619,000</u> |
| The Cemetery Fund Revenue is estimated at: | <u>\$ 28,000</u> |

The Proposed Operating Expenditures, for all funds, are \$7,993,270 with \$471,100 being transferred to the General Fund Reserves; and \$147,260 being transferred to the Enterprise Fund Reserves.

There is not proposed tax increase to any of the Town's tax rates.

The PPTRA relief is estimated to be 65%.

There is a proposed 5% increase to Utility Rates (Water & Sewer) included in the proposed FY2016 Budget.

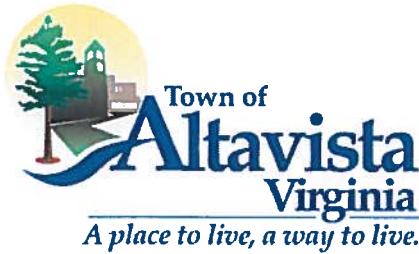
The Capital Improvement Program (CIP) for FY2016-2020 totals \$5,044,400; the FY2016 Capital Improvement Program items/projects represent \$1,172,700 of the total and is included in the FY2016 Budget.

Following the Public Hearing, Council may direct staff to make changes to the Budget and/or CIP or refer discussion to the May Town Council Work Session, if warranted.

NO MOTIONS WILL BE NEEDED AT THIS TIME IN REGARD TO ADOPTION OF THE BUDGET AND/OR CAPITAL IMPROVEMENT PROGRAM (CIP). OFFICIAL ADOPTION IS SCHEDULED FOR COUNCIL'S REGULAR MEETING ON TUESDAY, JUNE 9, 2015.

Attachments

- Memo from Finance Director regarding Budget Revisions
- FY2016 Proposed Budget Overview
- Budget Public Hearing Ad
- Proposed Tax Rate and Propose Utility Rate Increase Ad
- PPTRA Resolution
- Proposed Utility Rate Changes
- Capital Improvement Program (CIP) Ad



Date: May 8, 2015

Memo To: Mayor Mattox and Members of Town Council

From: Tobie Shelton

Re: FY 2016 Revised Pages

Attached are revised pages to the FY 2016 Proposed Budget that reflect changes made at the April 28th Work session to the General Fund as well as the Enterprise Fund Capital Improvements Program (CIP).

The original amount budgeted for Wages and Benefits in the Administration Department totaled \$396,200. This amount has been revised to total \$402,200 as a result of a decision made in closed session regarding personnel. In addition, budgeted amount for the Capital Improvement Water Tank Maintenance and Repair Project totaling \$198,600 for FY 2016 has been revised to \$98,600. Council approved at the work session for Staff to begin work on this project in FY 2015 using the \$100,000 that was included in the Proposed Budget as a transfer in from designated reserves for the project. (\$50,000 is included in the current FY 2015 Budget and \$50,000 is in reserves designated for the project). Amounts listed for planning purposes for water tank maintenance and repair in the CIP for fiscal years 2017 – FY 2020 remain the same.

As a result of the changes made, the FY 2016 Proposed Budget, covering the period of July 1, 2015 to June 30, 2016, has proposed expenditures totaling \$7,374,910. It is projected there will be a surplus of \$618,360 in the Proposed Budget; \$471,100 in the General Fund and \$147,260 in the Enterprise Fund.

If there are any questions please let me know.

Thank you.

Town of Altavista
Fund Expenditure Totals
FY2016 PROPOSED BUDGET

| GENERAL FUND (FUND 10) | <u>FY2013 ACTUAL</u> | <u>FY2014 ACTUAL</u> | <u>FY2015 ADOPTED</u> | <u>FY2015 AMENDED</u> | <u>FY2015 PROJECTED</u> | <u>FY2016 PROPOSED</u> |
|--|--------------------------|--------------------------|---------------------------|---------------------------|-----------------------------|----------------------------|
| Council/Planning Commission | | | | | | |
| Personnel | 0 | 20,992 | 21,000 | 21,000 | 21,000 | 21,000 |
| Operations | 0 | 7,656 | 13,030 | 13,030 | 13,030 | 7,030 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 |
| CIP | 0 | 0 | 10,000 | 10,000 | 10,000 | 0 |
| Council/Planning Commission - TOTAL: | <u>0</u> | <u>28,648</u> | <u>44,030</u> | <u>44,030</u> | <u>44,030</u> | <u>28,030</u> |
| Administration | | | | | | |
| Personnel | 406,676 | 397,400 | 397,400 | 397,400 | 384,400 | 402,200 |
| Operations | 290,168 | 357,940 | 357,940 | 357,940 | 370,960 | 365,840 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 |
| CIP | 15,303 | 35,000 | 35,000 | 35,000 | 34,750 | 10,000 |
| Administration - TOTAL: | <u>712,147</u> | <u>790,340</u> | <u>790,340</u> | <u>790,340</u> | <u>790,110</u> | <u>778,040</u> |
| Non-Departmental | | | | | | |
| Operations | 951,611 | 473,231 | 989,980 | 976,800 | 1,245,430 | 912,280 |
| Transfer Out to Cemetery Fund | -25,000 | -30,975 | -28,580 | -28,580 | -27,680 | -49,280 |
| Transfer Out to Enterprise Fund | -551,270 | -83,000 | 0 | 0 | 0 | 0 |
| Transfer Out to General Fund Reserve | 0 | 0 | -588,500 | -575,320 | -840,450 | -471,100 |
| Transfer Out to Gen. Fund Reserve (Fire Dept.) | -65,000 | -65,000 | -65,000 | -65,000 | -65,000 | -65,000 |
| Operations w/o Transfers Out | <u>310,341</u> | <u>294,256</u> | <u>307,900</u> | <u>307,900</u> | <u>312,300</u> | <u>326,900</u> |
| Debt Service | 56,572 | 0 | 0 | 0 | 0 | 0 |
| CIP | <u>316,366</u> | <u>896,230</u> | <u>59,000</u> | <u>59,000</u> | <u>83,950</u> | <u>25,000</u> |
| Non-Departmental - Subtotal: | | | | | | |
| Non-Departmental - TOTAL: | <u>683,279</u> | <u>1,190,486</u> | <u>366,900</u> | <u>366,900</u> | <u>396,250</u> | <u>351,900</u> |

Town of Altavista
Fund Expenditure Totals
FY2016 PROPOSED BUDGET

| GENERAL FUND (FUND 10) | <u>FY2013 ACTUAL</u> | <u>FY2014 ACTUAL</u> | <u>FY2015 ADOPTED</u> | <u>FY2015 AMENDED</u> | <u>FY2015 PROJECTED</u> | <u>FY2016 PROPOSED</u> |
|-------------------------------|--------------------------|--------------------------|---------------------------|---------------------------|-----------------------------|----------------------------|
| Public Safety | | | | | | |
| Personnel | 759,785 | 783,100 | 783,100 | 783,100 | 748,300 | 804,000 |
| Operations | 110,729 | 126,800 | 126,800 | 126,800 | 120,670 | 122,200 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 |
| CIP | <u>28,652</u> | <u>32,000</u> | <u>32,000</u> | <u>32,000</u> | <u>28,300</u> | <u>67,950</u> |
| Public Safety - TOTAL: | <u>899,166</u> | <u>941,900</u> | <u>941,900</u> | <u>941,900</u> | <u>897,270</u> | <u>994,150</u> |
| Public Works | | | | | | |
| Personnel | 523,088 | 651,600 | 651,600 | 651,600 | 573,300 | 641,100 |
| Operations | 260,698 | 292,350 | 292,350 | 301,530 | 292,500 | 286,400 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 |
| CIP | <u>74,946</u> | <u>48,500</u> | <u>48,500</u> | <u>48,500</u> | <u>26,650</u> | <u>385,000</u> |
| Public Works - TOTAL: | <u>858,732</u> | <u>992,450</u> | <u>992,450</u> | <u>1,001,630</u> | <u>892,450</u> | <u>1,312,500</u> |
| Transit System | | | | | | |
| Personnel | 56,433 | 61,800 | 61,800 | 61,800 | 61,850 | 64,000 |
| Operations | 25,154 | 34,250 | 34,250 | 34,250 | 31,550 | 32,350 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 |
| CIP | <u>31,757</u> | <u>28,000</u> | <u>28,000</u> | <u>28,000</u> | <u>26,620</u> | <u>75,150</u> |
| Transit System - TOTAL: | <u>113,344</u> | <u>124,050</u> | <u>124,050</u> | <u>124,050</u> | <u>120,020</u> | <u>171,500</u> |
| Economic Development | | | | | | |
| Personnel | 62,748 | 79,400 | 79,400 | 83,400 | 56,350 | 102,600 |
| Operations | 13,084 | 83,450 | 83,450 | 83,450 | 47,550 | 67,270 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 |
| CIP | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Economic Development - TOTAL: | <u>75,832</u> | <u>162,850</u> | <u>162,850</u> | <u>166,850</u> | <u>103,900</u> | <u>169,870</u> |

Town of Altavista
Fund Expenditure Totals
FY2016 PROPOSED BUDGET

| | <u>FY2013</u> <u>ACTUAL</u> | <u>FY2014</u> <u>ACTUAL</u> | <u>FY2015</u> <u>ADOPTED</u> | <u>FY2015</u> <u>AMENDED</u> | <u>FY2015</u> <u>PROJECTED</u> | <u>FY2016</u> <u>PROPOSED</u> |
|------------------------------------|--|--|---|---|---|--|
| GENERAL FUND (FUND 10) | | | | | | |
| GENERAL FUND TOTALS | | | | | | |
| Personnel | 1,808,730 | 1,994,292 | 1,994,300 | 1,998,300 | 1,845,200 | 2,034,900 |
| Operations | 1,010,174 | 1,196,702 | 1,215,720 | 1,224,900 | 1,188,560 | 1,207,990 |
| Debt Service | 56,572 | 0 | 0 | 0 | 0 | 0 |
| CIP | 467,024 | 1,039,730 | 212,500 | 212,500 | 210,270 | 563,100 |
| GENERAL FUND - GRAND TOTAL: | <u>3,342,500</u> | <u>4,230,724</u> | <u>3,422,520</u> | <u>3,435,700</u> | <u>3,244,030</u> | <u>3,805,990</u> |

Town of Altavista
Fund Expenditure Totals
FY2016 PROPOSED BUDGET

| ENTERPRISE FUND (FUND 50) | <u>FY2013 ACTUAL</u> | <u>FY2014 ACTUAL</u> | <u>FY2015 ADOPTED</u> | <u>FY2015 AMENDED</u> | <u>FY2015 PROJECTED</u> | <u>FY2016 PROPOSED</u> |
|---------------------------------|--------------------------|--------------------------|---------------------------|---------------------------|-----------------------------|----------------------------|
| Water Department | | | | | | |
| Personnel | 482,328 | 525,700 | 525,700 | 525,700 | 499,100 | 543,600 |
| Operations | 356,001 | 369,300 | 369,300 | 398,770 | 528,820 | 388,490 |
| Debt Service | 0 | 0 | 0 | 56,751 | 56,751 | 280,000 |
| CIP | 211,754 | 115,000 | 115,000 | 115,000 | 4,233,700 | 210,600 |
| Transfers | 0 | 132,275 | 132,275 | 132,775 | 171,755 | 73,630 |
| Water Department - TOTAL: | <u>1,050,084</u> | <u>1,142,275</u> | <u>1,142,275</u> | <u>1,228,996</u> | <u>5,490,126</u> | <u>1,496,320</u> |
| Wastewater Department | | | | | | |
| Personnel | 610,725 | 645,500 | 645,500 | 645,500 | 652,560 | 677,600 |
| Operations | 468,819 | 485,750 | 485,750 | 499,570 | 547,800 | 497,350 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 |
| CIP | 253,464 | 272,500 | 272,500 | 272,500 | 169,400 | 210,000 |
| Transfers | 0 | 132,275 | 132,275 | 132,275 | 171,755 | 73,630 |
| Wastewater Department - TOTAL: | <u>1,333,008</u> | <u>1,536,025</u> | <u>1,536,025</u> | <u>1,549,845</u> | <u>1,541,515</u> | <u>1,458,580</u> |
| ENTERPRISE FUND TOTAL | | | | | | |
| Personnel | 1,093,053 | 1,171,200 | 1,171,200 | 1,171,200 | 1,151,660 | 1,221,200 |
| Operations | 824,821 | 855,050 | 855,050 | 898,340 | 1,076,620 | 885,840 |
| Debt Service | 0 | 0 | 0 | 56,751 | 56,751 | 280,000 |
| CIP | 465,219 | 387,500 | 387,500 | 387,500 | 4,403,100 | 420,600 |
| Transfers Out - Enterprise Fund | 0 | 264,550 | 264,550 | 265,550 | 343,510 | 147,260 |
| ENTERPRISE FUND - GRAND TOTAL: | <u>2,383,092</u> | <u>2,678,300</u> | <u>2,678,300</u> | <u>2,779,341</u> | <u>7,031,641</u> | <u>2,954,900</u> |

Town of Altavista
Fund Expenditure Totals
FY2016 PROPOSED BUDGET

| | <u>FY2013</u> <u>ACTUAL</u> | <u>FY2014</u> <u>ACTUAL</u> | <u>FY2015</u> <u>ADOPTED</u> | <u>FY2015</u> <u>AMENDED</u> | <u>FY2015</u> <u>PROJECTED</u> | <u>FY2016</u> <u>PROPOSED</u> |
|---|--|--|---|---|---|--|
| State/Hwy Reimbursement Fund (Fund 20) | | | | | | |
| Operations | 592,636 | 435,000 | 435,000 | 435,000 | 435,000 | 451,000 |
| CIP | 0 | 150,000 | 150,000 | 150,000 | 150,000 | 168,000 |
| State/Hwy Water Department - TOTAL: | 592,636 | 585,000 | 585,000 | 585,000 | 585,000 | 619,000 |
| | | | | | | |
| | <u>FY2013</u> <u>ACTUAL</u> | <u>FY2014</u> <u>ACTUAL</u> | <u>FY2015</u> <u>ADOPTED</u> | <u>FY2015</u> <u>AMENDED</u> | <u>FY2015</u> <u>PROJECTED</u> | <u>FY2016</u> <u>PROPOSED</u> |
| Cemetery Fund - (Fund 90) | | | | | | |
| Personnel | 14,869 | 13,080 | 13,080 | 13,080 | 13,080 | 13,280 |
| Operations | 17,589 | 18,000 | 18,000 | 18,000 | 19,800 | 18,000 |
| Transfer Out - Cemetery Reserve | 22,046 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| CIP | 0 | 0 | 0 | 0 | 0 | 21,000 |
| Cemetery Fund - TOTAL: | 54,504 | 56,080 | 56,080 | 56,080 | 57,880 | 77,280 |

Town of Altavista
Fund Expenditure Totals
FY2016 PROPOSED BUDGET

| | <u>FY2013</u> <u>ACTUAL</u> | <u>FY2014</u> <u>ACTUAL</u> | <u>FY2015</u> <u>ADOPTED</u> | <u>FY2015</u> <u>AMENDED</u> | <u>FY2015</u> <u>PROJECTED</u> | <u>FY2016</u> <u>PROPOSED</u> |
|--|--|--|---|---|---|--|
| ALL FUNDS TOTAL | | | | | | |
| Personnel | 2,916,652 | 3,178,572 | 3,178,580 | 3,182,580 | 3,009,940 | 3,269,380 |
| Operations | 2,445,220 | 2,504,752 | 2,523,770 | 2,576,240 | 2,719,980 | 2,562,830 |
| Debt Service | 56,572 | 0 | 0 | 56,751 | 56,751 | 280,000 |
| CIP | 932,243 | 1,577,230 | 750,000 | 750,000 | 4,763,370 | 1,172,700 |
| Transfer Out - General Fund Reserve | 0 | 411,280 | 588,500 | 575,320 | 840,450 | 471,100 |
| Transfer Out - General Fund Reserve (Fire Dept.) | 0 | 65,000 | 65,000 | 65,000 | 65,000 | 65,000 |
| Transfer Out - Cemetery Reserve | 22,046 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| Transfer Out - Enterprise Fund Reserve | 0 | 264,550 | 264,550 | 265,550 | 343,510 | 147,260 |
| ALL FUNDS - GRAND TOTAL: | <u>6,372,733</u> | <u>8,026,384</u> | <u>7,395,400</u> | <u>7,496,441</u> | <u>11,824,001</u> | <u>7,993,270</u> |

Town of Altavista
CIP Funding Sources
FY 2016 Proposed Budget

| CIP FUNDING SOURCES FOR FY2016 | | | | | | | | |
|---|--|----------------------|----------------------|----------------------|----------------------|---------------------|---------------------|------------------------|
| Item or Project | | General Fund | Enterprise Fund | Highway Fund | CIP Reserves | Grants | Other | Description |
| Upgrade Microsoft Office from 2007 to 2013 | | \$ 10,000.00 | | | | | | |
| Restoration of Brick Kitchen (Avoca) | | \$ 25,000.00 | | | | | | |
| Replace 1 Police car (PD) | | \$ 36,000.00 | | | | | | |
| Replace 17 hand-held radios (PD) | | \$ 16,150.00 | | | | | | |
| Replace 6 tasers (PD) | | \$ 6,800.00 | | | | | | |
| Renovation to upstairs of old Firehouse (PD) | | \$ 9,000.00 | | | | | | |
| Sidewalk, curb and gutter (PW) | | | | \$ 93,000.00 | | | | |
| Replace 1998 leaf vacuum (PW) | | \$ 26,000.00 | | | | | | |
| Replace refuse truck (PW) | | \$ 116,000.00 | | | \$ 184,000.00 | | | General Fund Cemetery |
| Purchase Mini excavator (PW) | | | \$ 21,000.00 | | | | \$ 21,000.00 | |
| Replace 1988 walk-behind pavement saw (PW) | | | \$ 7,500.00 | | | | | |
| Construct pole building for deicing salt (PW) | | | | \$ 75,000.00 | | | | |
| Replace 1999 dump truck (PW) | | \$ 41,000.00 | | | | | | Designate in reserves |
| Replace Christmas decorations and lights (PW) | | \$ 18,000.00 | | | | | | |
| Purchase 2 bus shelters (Trans) | | \$ 2,400.00 | | | | \$ 9,600.00 | | |
| Replace 15 passenger bus (Trans) | | \$ 12,630.00 | | | | \$ 50,520.00 | | |
| Replace Autoclave for main lab (WWTP) | | | \$ 15,000.00 | | | | | |
| Replace 100hp blowers (WWTP) | | | \$ 40,000.00 | | | | | |
| Replace polyblend mixer (WWTP) | | | \$ 15,000.00 | | | | | |
| Replace clarifier #3 gear box (WWTP) | | | \$ 35,000.00 | | | | | |
| Replace Biochemical Oxygen Demand Incubator | | | \$ 9,000.00 | | | | | |
| Replace polymer pumps for press (WWTP) | | | \$ 15,000.00 | | | | | |
| Replace press hydraulic ram (WWTP) | | | \$ 9,000.00 | | | | | |
| Replace 60hp digester blower (WWTP) | | | \$ 15,000.00 | | | | | |
| Replace 40hp pump and motors (WWTP) | | | \$ 24,500.00 | | | | | |
| Replace feed pump for press (WWTP) | | | \$ 22,000.00 | | | | | |
| Tank maintenance and repair (WTP) | | | \$ 98,600.00 | | | | | Enterprise Fund |
| Replace (2) backwash valves (WTP) | | | \$ 17,000.00 | | | | | |
| Replace backwash control panel | | | \$ 20,000.00 | | | | | |
| Replace water actuator valves for filters (WTP) | | | \$ 30,000.00 | | | | | |
| Replace Staunton River raw water pump (WTP) | | | \$ 27,000.00 | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| TOTAL | | \$ 318,980.00 | \$ 420,600.00 | \$ 168,000.00 | \$ 184,000.00 | \$ 60,120.00 | \$ 21,000.00 | \$ 1,172,700.00 |
| Percent Per Funding Source | | 27% | 36% | 14% | 16% | 5% | 2% | 100% |

Town of Altavista Capital Improvements Program FY 2016-2020

| Department | Project | FY2016 | FY2017 | FY2018 | FY2019 | FY2020 | TOTAL |
|----------------|--|---------------------|---------------------|-------------|--------------------|---------------------|----------------------|
| Administration | Upgrade Microsoft Office from 2007 to 2013 | \$ 10,000.00 | | | | | \$ 10,000.00 |
| Administration | Replace phone system with IP system | | \$ 30,000.00 | | | | \$ 30,000.00 |
| Administration | Upgrade Small Business Server and Licenses | | | | \$ 8,500.00 | | \$ 8,500.00 |
| Administration | Replace Gov't System Server with ASP | | | | | \$ 55,000.00 | \$ 55,000.00 |
| TOTAL | | \$ 10,000.00 | \$ 30,000.00 | \$ - | \$ 8,500.00 | \$ 55,000.00 | \$ 103,500.00 |

| Department | Project | FY2016 | FY2017 | FY2018 | FY2019 | FY2020 | TOTAL |
|--------------|---|---------------------|---------------------|-------------|--------------------|--------------------|---------------------|
| Avoca | Restoration of exterior brick/mortar- kitchen | \$ 25,000.00 | | | | | \$ 25,000.00 |
| Avoca | Restoration of lime plaster in brick kitchen | | \$ 33,500.00 | | | | \$ 33,500.00 |
| Avoca | Remove tree & grind stump in front yard | | | | \$ 7,000.00 | | \$ 7,000.00 |
| Avoca | Replace dairy house roof | | | | | \$ 7,000.00 | \$ 7,000.00 |
| TOTAL | | \$ 25,000.00 | \$ 33,500.00 | \$ - | \$ 7,000.00 | \$ 7,000.00 | \$ 72,500.00 |

| Department | Project | FY2016 | FY2017 | FY2018 | FY2019 | FY2020 | TOTAL |
|----------------------|--|-------------|---------------------|-------------|----------------------|-------------|----------------------|
| Economic Development | Installation of wireless access points | | \$ 55,000.00 | | | | \$ 55,000.00 |
| Economic Development | Develop Welcome Center | | | | \$ 300,000.00 | | \$ 300,000.00 |
| TOTAL | | \$ - | \$ 55,000.00 | \$ - | \$ 300,000.00 | \$ - | \$ 355,000.00 |

| Department | Project | FY2016 | FY2017 | FY2018 | FY2019 | FY2020 | TOTAL |
|--------------|---|---------------------|----------------------|---------------------|---------------------|---------------------|----------------------|
| Police | Replacement of patrol vehicles | \$ 36,000.00 | \$ 39,600.00 | \$ 43,500.00 | \$ 47,900.00 | \$ 52,700.00 | \$ 219,700.00 |
| Police | Replace 17 Mororola Hand-held radios | \$ 16,150.00 | | | | | \$ 16,150.00 |
| Police | Replace 6 Taser X26 with 6 X26P models | \$ 6,800.00 | | | | | \$ 6,800.00 |
| Police | Relocation of some operations to Upstairs of FD | \$ 9,000.00 | | | | | \$ 9,000.00 |
| Police | Replace (6) video cameras with wireless digital | | \$ 40,000.00 | | | | \$ 40,000.00 |
| Police | Replace 10 Motorola mobile radios w/ XG-25M | | \$ 27,000.00 | | | | \$ 27,000.00 |
| Police | Repalce 15 lap top computers | | | | | \$ 17,500.00 | \$ 17,500.00 |
| TOTAL | | \$ 67,950.00 | \$ 106,600.00 | \$ 43,500.00 | \$ 47,900.00 | \$ 70,200.00 | \$ 336,150.00 |

| Department | Project | FY2016 | FY2017 | FY2018 | FY2019 | FY2020 | TOTAL |
|--------------|--|----------------------|----------------------|----------------------|----------------------|----------------------|------------------------|
| Public Works | Sidewalk, curb & gutter and drainage | \$ 93,000.00 | \$ 150,000.00 | \$ 150,000.00 | \$ 150,000.00 | \$ 150,000.00 | \$ 693,000.00 |
| Public Works | Replace 1998 vacuum leaf vacuum | \$ 26,000.00 | | | | | \$ 26,000.00 |
| Public Works | Replace garbage truck | \$ 300,000.00 | | | | | \$ 300,000.00 |
| Public Works | Purchase Mini-excavator | \$ 42,000.00 | | | | | \$ 42,000.00 |
| Public Works | Replace 1988 walk-behind pavement saw | \$ 7,500.00 | | | | | \$ 7,500.00 |
| Public Works | Replace Christmas decorations and lights | \$ 18,000.00 | | | | | \$ 18,000.00 |
| Public Works | Replace 1986 asphalt roller | | \$ 46,000.00 | | | | \$ 46,000.00 |
| Public Works | Replace 1997 Ford dump truck | | \$ 125,000.00 | | | | \$ 125,000.00 |
| Public Works | Replace 2000 1/2 ton pickup with flatbed truck | | \$ 55,000.00 | | | | \$ 55,000.00 |
| Public Works | Construct pole building for road deicing salt | \$ 75,000.00 | \$ 75,000.00 | | | | \$ 150,000.00 |
| Public Works | Replace 2001 3/4 ton 4x4 pick up | | \$ 28,000.00 | | | | \$ 28,000.00 |
| Public Works | Replace 1999 Dump Truck | \$ 41,000.00 | \$ 41,000.00 | \$ 41,000.00 | | | \$ 123,000.00 |
| Public Works | Replace 1986 2150 tractor/mower | | | \$ 40,000.00 | | | \$ 40,000.00 |
| Public Works | Replace motor grader with newer used model | | | \$ 50,000.00 | | | \$ 50,000.00 |
| Public Works | Replace 2004 1/2 Ton Pick up | | | | \$ 30,000.00 | | \$ 30,000.00 |
| Public Works | Replace 2004 Street Sweeper | | \$ 40,000.00 | \$ 40,000.00 | \$ 40,000.00 | | \$ 120,000.00 |
| Public Works | Replace 1986 850 tractor/mower | | | | | \$ 45,000.00 | \$ 45,000.00 |
| TOTAL | | \$ 602,500.00 | \$ 560,000.00 | \$ 321,000.00 | \$ 220,000.00 | \$ 195,000.00 | \$ 1,898,500.00 |

Town of Altavista Capital Improvements Program FY 2016-2020

| Department | Project | FY2016 | FY2017 | FY2018 | FY2019 | FY2020 | TOTAL |
|----------------|---|---------------------|---------------------|-------------|-------------|---------------------|----------------------|
| Transportation | Purchase 2 bus shelters and benches | \$ 12,000.00 | \$ 13,500.00 | | | | \$ 25,500.00 |
| Transportation | Purchase computer and monitor for Trans Admin | | | | | | \$ - |
| Transportation | Camera Monitoring System | | | | | | \$ - |
| Transportation | Replacement bus | \$ 63,150.00 | \$ 65,200.00 | | | \$ 74,700.00 | \$ 203,050.00 |
| TOTAL | | \$ 75,150.00 | \$ 78,700.00 | \$ - | \$ - | \$ 74,700.00 | \$ 228,550.00 |

| Department | Project | FY2016 | FY2017 | FY2018 | FY2019 | FY2020 | TOTAL |
|--------------|---|----------------------|----------------------|----------------------|---------------------|----------------------|------------------------|
| Wastewater | Replace autoclave for main lab | \$ 15,000.00 | | | | | \$ 15,000.00 |
| Wastewater | Replace 2 100hp blowers | \$ 40,000.00 | | \$ 15,000.00 | | \$ 15,000.00 | \$ 70,000.00 |
| Wastewater | Replace polyblend mixer for press system | \$ 15,000.00 | | | | | \$ 15,000.00 |
| Wastewater | Replace clarifier #3 gear box | \$ 35,000.00 | | | | | \$ 35,000.00 |
| Wastewater | Replace Biochemical Oxy. Demand (BOD) Incubator | \$ 9,000.00 | | | | | \$ 9,000.00 |
| Wastewater | Replace polymer pumps for press system | \$ 15,000.00 | | | | | \$ 15,000.00 |
| Wastewater | Replace press hydraulic ram | \$ 9,000.00 | | | | | \$ 9,000.00 |
| Wastewater | Replace 60hp digester blower | \$ 15,000.00 | | \$ 15,000.00 | | \$ 17,000.00 | \$ 47,000.00 |
| Wastewater | Replace 40hp pumps and motors at pump stations | \$ 24,500.00 | \$ 25,500.00 | \$ 26,500.00 | \$ 27,500.00 | \$ 27,500.00 | \$ 131,500.00 |
| Wastewater | Replace feed pump for press system | \$ 22,000.00 | | \$ 22,000.00 | | \$ 23,000.00 | \$ 67,000.00 |
| Wastewater | Repair concrete walls at Riverview & Main Stat. | | \$ 42,000.00 | | | | \$ 42,000.00 |
| Wastewater | Repair/replace worn & damage asphalt | | \$ 30,000.00 | \$ 30,000.00 | | | \$ 60,000.00 |
| Wastewater | Replace Magnetic Flow Meter- Main Pump Station | | \$ 35,000.00 | | | | \$ 35,000.00 |
| Wastewater | Replace Air Compressor Solids Handling | | | | \$ 10,000.00 | | \$ 10,000.00 |
| Wastewater | New 80-foot Clarifier | | | | | \$ 450,000.00 | \$ 450,000.00 |
| TOTAL | | \$ 199,500.00 | \$ 132,500.00 | \$ 108,500.00 | \$ 37,500.00 | \$ 532,500.00 | \$ 1,010,500.00 |

| Department | Project | FY2016 | FY2017 | FY2018 | FY2019 | FY2020 | TOTAL |
|--------------|---|----------------------|----------------------|----------------------|----------------------|----------------------|------------------------|
| Water | Tank maintenance and repair | \$ 98,600.00 | \$ 198,600.00 | \$ 198,600.00 | \$ 198,600.00 | \$ 38,300.00 | \$ 732,700.00 |
| Water | Replace 2 backwash valves | \$ 17,000.00 | | | | | \$ 17,000.00 |
| Water | Replace backwash control panel | \$ 20,000.00 | | | | | \$ 20,000.00 |
| Water | Replace water actuator valves- filters 1-5 | \$ 30,000.00 | | | | | \$ 30,000.00 |
| Water | Replace Staunton River raw water pumps | \$ 27,000.00 | | | | \$ 29,000.00 | \$ 56,000.00 |
| Water | Replace 12 turbidity meters filters 1-5... | | \$ 65,000.00 | | | | \$ 65,000.00 |
| Water | Install manual transfer switches | | \$ 45,000.00 | | | | \$ 45,000.00 |
| Water | Replace chemical pump | | \$ 13,000.00 | | \$ 15,000.00 | | \$ 28,000.00 |
| Water | Remove sedimentation from Reed Creek intake | | | | | \$ 46,000.00 | \$ 46,000.00 |
| TOTAL | | \$ 192,600.00 | \$ 321,600.00 | \$ 198,600.00 | \$ 213,600.00 | \$ 113,300.00 | \$ 1,039,700.00 |

| | | | | | | |
|---|------------------------|------------------------|----------------------|----------------------|------------------------|------------------------|
| Total for individual years FY2016-2020 | \$ 1,172,700.00 | \$ 1,317,900.00 | \$ 671,600.00 | \$ 834,500.00 | \$ 1,047,700.00 | \$ 5,044,400.00 |
| Total Unfunded FY2017-2020 | | | | | | \$ 3,871,700.00 |

| | | | | | | |
|---|---------------|---------------|---------------|---------------|---------------|-------------|
| Annual Percentage of 2016-2020 CIP | 23.25% | 26.13% | 13.31% | 16.54% | 20.77% | 100% |
|---|---------------|---------------|---------------|---------------|---------------|-------------|

FY2016-2020
Capital Improvements Program

Department: Water

Description: Tank maintenance and repair

Project Number:

Account Number: 050-5010-701.81-06

Justification: Water tanks must be periodically inspected for safety, sanitary condition, security, and structural soundness. Inspections include cleaning, removal of mud, silt, and other accumulations, and also include rust removal and painting as necessary.

Does this project meet a goal/objective of the Comprehensive Plan? YES - Create and maintain high-quality Community facilities and Infrastructure.

Location: Clarion Road, Melinda Dr., Bedford Avenue

| Costs | FY2016 | FY2017 | FY2018 | FY2019 | FY2020 | TOTAL |
|-----------------------|------------------|-------------------|-------------------|-------------------|------------------|-------------------|
| | | | | | | |
| Planning/Design | | | | | | - |
| Construction | | | | | | - |
| Equipment/Furnishings | 98,600 | 198,600 | 198,600 | 198,600 | 38,300 | 732,700 |
| Other--Contingencies | | | | | | - |
| | | | | | | |
| TOTAL | \$ 98,600 | \$ 198,600 | \$ 198,600 | \$ 198,600 | \$ 38,300 | \$ 732,700 |

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

REVISED 04/07/2015; REVISED 04/28/2015

2016 PROPOSED BUDGET OVERVIEW

Total Expenditures: \$7,993,270
(Includes transfers to Reserves of \$618,360)

Total Revenue: \$7,809,270
Transfers: \$ 184,000
TOTAL: \$7,993,270

Real Estate Rate: \$0.144 per \$100 of assessed value
Personal Property Rate: \$2.00 per \$100 of assessed value
PPTRA: \$500 or less assessed value – 100% tax relief
\$501 to \$10,000 assessed value - 65% tax relief
\$10,001 or more – 65% of tax relief on the first
\$10,000 of assessed value

Utility Rates:

Water: Business & Residential - \$2.18 per 1,000 gallons
Industrial - \$2.14 per 1,000 gallons
Town of Hurt - \$3.27 per 1,000 gallons
Outside of Town - \$4.36 per 1,000 gallons

Sewer: Business & Residential - \$3.07 per 1,000 gallons
Industrial - \$3.14 per 1,000 gallons
Town of Hurt - \$3.07 per 1,000 gallons

Capital Improvement Program

FY2016 Expenditures: \$1,172,700 (included in FY 2016 Proposed Budget)
FY2016 – 2020 Expenditures: \$5,044,400

**TOWN OF ALTAVISTA
NOTICE OF PUBLIC HEARING
FY 2016 BUDGET**

The Town Council of the Town of Altavista will hold a Public Hearing at its regular meeting on Tuesday, May 12, 2015 at 7:00 P.M. in the Council Chambers of the Municipal Building, 510 7th Street. The purpose of this Public Hearing will be to hear comments from the citizens of Altavista on the proposed budget and tax rate for the Fiscal Year 2016.

ESTIMATED REVENUE

General Fund

| | |
|-----------------------------------|-----------|
| Real Estate Tax | 383,500 |
| Public Service Corporation Taxes | 165,000 |
| Personal Property Taxes | 1,782,700 |
| Other Local Taxes | 1,384,000 |
| Permits and Fees | 1,000 |
| Fines and Forfeitures | 10,500 |
| Use of Money and Property | 137,000 |
| Charges for Service | 9,100 |
| Donations, Receipts and Transfers | 184,300 |
| Intergovernmental | 334,270 |

General Fund Total: **\$4,391,370**

Enterprise Fund (Water & Sewer)

| | |
|-----------------|-----------|
| Service Charges | 2,914,400 |
| Interest | 2,000 |
| Connection Fees | 8,200 |
| Miscellaneous | 30,300 |
| CIP Reserves | 0 |

Enterprise Fund Total: **\$2,954,900**

Highway Maintenance Fund **\$619,000**

Cemetery Fund **\$28,000**

REVENUE GRAND TOTAL: **\$7,993,270**

PROPOSED OPERATING EXPENDITURES

| | |
|--|---------------------------|
| Council/Planning Commission | \$ 28,030 |
| Administrative Department | 778,040 |
| Police Department | 994,150 |
| Public Works | 1,312,500 |
| Street & Highway Maintenance | 619,000 |
| Water Department | 1,422,690 |
| Wastewater Department | 1,384,950 |
| Green Hill Cemetery | 52,280 |
| Non-Departmental | 351,900 |
| Transit Department | 171,500 |
| Economic Development | 169,870 |
| Transfer to Cemetery Reserves | 25,000 |
| Transfer to General Fund Reserves | 536,100 |
| Transfer to Enterprise Fund Reserves | 147,260 |
| Total Proposed Operating Expenses | <u>\$7,993,270</u> |

PROPOSED CAPITAL OUTLAY

| | |
|--------------------------------------|---------------------------|
| Water Plant Equipment | \$ 210,600 |
| Wastewater Treatment Plant Equipment | 210,000 |
| Public Works Department Equipment | 385,000 |
| State Highway Funding | 168,000 |
| Cemetery Equipment | 21,000 |
| Police Department Equipment | 67,950 |
| Administration Department Equipment | 10,000 |
| Transit Department | 75,150 |
| Non-Departmental | 25,000 |
| Total Proposed Capital Outlay | <u>\$1,172,700</u> |

**PROPOSED TAX RATE – TOWN OF ALTAVISTA
2015 REAL & PERSONAL PROPERTY**

PROPOSED UTILITY RATE/FEE INCREASE

The 2015 levy on all taxable real estate located in the Town of Altavista shall be 14.4 cents (\$0.144) on every One Hundred Dollars (\$100.00) of value of said real estate. On all taxable tangible personal property, including machinery and tools, except household goods and personal effects as set forth in Virginia Code Section 58.1-3504 located in said town on January 1, 2015 (or taxable by said town as provided in Virginia Code Section 58.1-3511), there shall be a levy of Two Dollars (\$2.00) on every One Hundred Dollars (\$100.00) of value of said personal property. On all Bank and Trust Companies located within the Town of Altavista, there shall be levied a tax on the net capital of the bank as set forth in Section 58.1-1209 and Section 58.1-1211 of the Code of Virginia.

The PPTRA relief is estimated to be 65%.

The FY2016 Budget includes a 5% increase to water and sewer rates that would be effective July 1, 2015. The residential/commercial water rate would increase to \$2.18 and the industrial rate would be \$2.14, both would be per 1,000 gallons. The residential/commercial sewer rate would increase to \$3.07 and the industrial sewer rate would be \$3.14, both would be per 1,000 gallons. Current water connection fee is \$1,500.00. Current sewer connection fee is \$2,000.00

Tobie Shelton /Treasurer

.....

PPTRA RESOLUTION FOR INCLUSION WITH ANNUAL BUDGET RESOLUTION FOR 2015

Altavista, Virginia

In accordance with the requirements set forth in VA. CODE ANN. §58.1-3524 C.2. and §58.1-3912 E., as amended by Chapter 1 of the Acts of Assembly (2004 Special Session I) and as set forth in Item 503.E. (Personal Property Tax Relief Program) of Chapter 951 of the 2005 Acts of Assembly, any qualifying vehicle situated within the Town of Altavista commencing January 1, 2015, shall receive personal property tax relief in the following manner:

- Personal use vehicles with assessed value of \$500 or less will be eligible for 100% tax relief;
- Personal use vehicles with assessed value of \$501 to \$10,000 will be eligible for 65% tax relief;
- Personal use vehicles with assessed value of \$10,001 or more shall receive only 65% tax relief on the first \$10,000 in assessed value;
- All other vehicles which do not meet the definition of “qualifying” (such as business use vehicles, farm use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program;
- In accordance with Item 503.D.1. of Chapter 951 of the 2005 Acts of Assembly, the entitlement to personal property tax relief for qualifying vehicles for tax year 2005 and all prior tax years shall expire on September 1, 2006. Supplemental assessments for tax years 2005 and prior years that are made on or after September 1, 2006 shall be deemed “non-qualifying” for purposes of state tax relief and the local share due from the taxpayer shall represent 100% of the tax assessable.

**TOWN OF ALTAVISTA
NOTICE OF PUBLIC HEARING**

The public is hereby given notice of a meeting of the Altavista Town Council to conduct a public hearing on Tuesday, May 12, 2015 at 7:00 p.m. The meeting will be held in the Council's Chambers of Town Hall located at 510 Seventh Street.

NOTICE OF PROPOSED UTILITY RATE INCREASE

The Town of Altavista proposes to increase utility rates (water and sewer) by 5% in the FY2016 budget.

The following Town Code Sections would be amended:

Sec. 78-85 (e) *Water rates inside corporate limits.* The rates for water furnished inside the corporate limits shall be as follows:

- (1) Residential, commercial and churches: (quarterly billing)
 - Minimum charges based on 5,000 gallons, at current rate per 1,000 gallons
 - Over 5,000 gallons (per 1,000 gallons)~~\$2.08~~ 2.18
- (2) Schools: (quarterly billing)
 - Straight per 1,000 billing.....~~\$2.08~~ 2.18
- (3) Industrial and commercial: more than 25,000 gallons per month, billed monthly
 - Commercial straight per 1,000 gallons.....~~\$2.08~~ 2.18
 - Industrial straight per 1,000 gallons.....~~\$2.04~~ 2.14

Sec. 78-85 (f) *Sewer rates inside corporate limits.* The rate for sewer furnished inside the corporate limits shall be as follows:

- (1) Residential, commercial and churches: (quarterly billing)
 - Under 25,000 gallons per 1,000 gallons, based on 85 percent of metered water.....~~\$ 2.92~~ 3.07
 - More than 25,000 gallons per month, billed monthly
- (2) Minimum charge, per billing period.....\$5.00
- (3) Industrial:
 - 25,000 gallons and over, billed monthly
 - Per 1,000 gallons based on a fixed percentage to the metered water to be agreed upon by the town and industry.....~~\$ 2.99~~ 3.14

Under special permission granted under section 78-183, sewer connections where no water connection exists, the rate of sewer service shall be the sum of the current minimum charge for water and the current minimum charge for sewer per quarter.

TOWN OF ALTAVISTA

CAPITAL IMPROVEMENT PROGRAM (FY2016-2020)

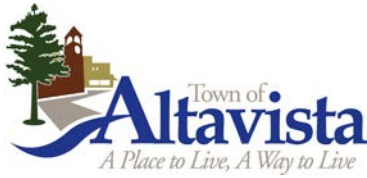
The Town Council of Altavista will hold a Public Hearing at its regular meeting on Tuesday, May 12, 2015 at 7:00 P. M. in the Council Chambers of the Municipal Building, 510 7th Street. The purpose of this Public Hearing will be to hear comments from the citizens of Altavista on proposed Capital Improvement Program (CIP) for FY 2016 and projected CIP projects for fiscal years 2016-2020. Following is a summary of the total expenditures covering fiscal years 2016-2020:

| | |
|---|--------------------|
| Total CIP projects for FY2016 - (Funded Projects) | \$1,172,700 |
| Total CIP projects for FY2017 - FY2020 | <u>\$3,871,700</u> |
| Total CIP projects for next five (5) years | \$5,044,400 |

Funding for the FY2016 CIP projects include \$318,980, General Fund; \$168,000 Highway Fund; \$420,600 Enterprise Fund; \$21,000, Cemetery Fund; \$60,120 Grants; \$184,000 CIP Reserves. The total expenditures for FY2017-2020 are for planning purposes only.

Dan Witt
Assistant Town Manager
Town of Altavista

Note: Revised CIP Funding Sources, Capital Improvements Program Summary, and an updated sheet for tank maintenance repair are included with the May 8, 2015 memo from Tobie Shelton regarding revisions to the FY 2016 proposed budget.



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

Date: May 7, 2015
To: Mayor Mattox and Council members
FROM: Waverly Coggsdale, Town Manager
SUBJECT: DRO/Section 86-424-1 Ordinance Amendment

Background and discussion

At Council's April 14, 2015 meeting, the Planning Commission's recommendation in regard to adoption of the changes proposed to Section 86-242-1 were presented to Council. These items relate to text ordinance amendments for the Downtown Revitalization Overlay (DRO) District, as well as ancillary design guidelines. Following a brief discussion, the item was tabled until the May 12, 2015 Council meeting. A copy of the updated Design Guidelines was provided to Council.

Accordingly, this item has been placed on Council's agenda for consideration this evening. The text amendment would add amend *Section 86-424-1 Architectural treatment; Voluntary Design Assistance* to the Downtown Revitalization Overlay (DRO) District section of the Town's Zoning Ordinance:

The Town of Altavista Downtown Revitalization Overlay District Design Guidelines is available to assist in the maintenance, restoration, and rehabilitation of exterior architectural features. While not required, voluntary application of the methods and principles put forth in that document are recommended and encouraged.

The ancillary document guidelines are referenced and all reference to a design review board has been removed; the use of the guidelines is on a voluntary basis.

Recommendation

Planning Commission recommends approval of the text amendment and the adoption of the Design Guidelines.

Action(s) requested or suggested motion:

I move that Section 86-424-1 of the Town's Zoning Ordinance be amended as recommended by the Altavista Planning Commission.

Attachments: Town Council agenda item from April meeting/Planning Commission recommendation



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

Date: April 10, 2015
To: Mayor Mattox and Council members
FROM: Waverly Coggsdale, Town Manager
SUBJECT: DRO/Section 86-424-1 Ordinance Amendment

Background and discussion

As you will remember, the Town Council conducted a public hearing on text ordinance amendments for the Downtown Revitalization Overlay (DRO) district, as well as ancillary design guidelines. After a follow up meeting, the Planning Commission, at the Council's request, decided to revisit the issue based on the input that had been received. At this point, the Planning Commission is submitting their recommendation regarding "voluntary" use of the design guidelines.

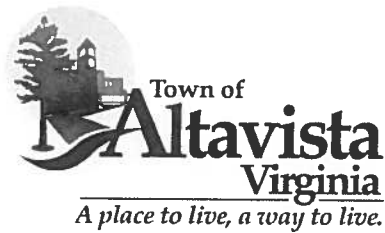
Recommendation

Planning Commission: Adopt the amended ordinance language.

Action(s) requested or suggested motion:

Per discussion.

Attachments: Memorandum regarding Planning Commission Recommendation; Ancillary Design Guidelines document



MEMORANDUM

To: Waverly Coggsdale, Town Manager
From: Dan Witt, Assistant Town Manager
Date: April 7, 2015
Re: Planning Commission Recommendation

At their April 6, 2015 meeting the Planning Commissioners discussed amending Division 9 DRO (Downtown Revitalization Overlay District) of the Town Code. With the new direction from the Town Council to make the Design Guidelines optional the Commissioners scrapped the rewritten DRO ordinance and voted to change only one section of the current ordinance that was adopted in 2007 and amended in 2011.

The recommendation to Town Council is to add a new section 86-424-1 Architectural treatment: Voluntary Design Assistance

The Town of Altavista Downtown Revitalization Overlay District Design Guidelines are available to assist in the maintenance, restoration, and rehabilitation of exterior architectural features. While not required, voluntary application of the methods and principles put forth in that document are recommended and encouraged.

The second recommendation was to adopt the Design Guide Lines as an ancillary document to assist property and business owners within the DRO. All references to this document as a requirement have been removed.

Because the documents recommended to Town Council are less restrictive than those presented at the PC and TC public hearings additional public hearings are not necessary.

PLANNING COMMISSION AGENDA FORM

Agenda Item and Number: Old Business- Item # 8

(Public Hearings, New Business, Old Business, Staff Report, Permit Related, Citizen request)

Subject Title: DRO Ordinance & Guidelines

Meeting Date: April 6, 2015

Action Needed: Motions to recommend adoption of the ordinance and ancillary design guidelines to Town Council. (N/A: Information only)

Subject Overview

At the February Town Council meeting, Chairman Barbee withdrew the Planning Commission's recommendation for adopting the updated DRO Ordinance and Ancillary Design Guidelines. At the March 2nd meeting the Commissioners determined that none of the previously recommended changes to the existing DRO ordinance be adopted and that a provision be added to the existing DRO ordinance specifying that the guidelines are voluntary. Accordingly, the ancillary guidelines would be amended to remove language specifying required compliance.

Mr. Barbee has edited the Design Guidelines document to remove all mandatory provisions and the chapter establishing a Design Review Board, which will be discussed in greater detail at the April 6th meeting.

Staff Recommendations, if applicable

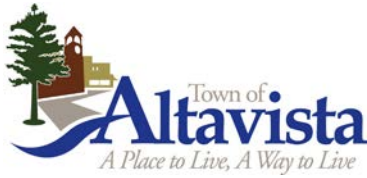
Staff is recommending that the amended ordinance read:

Section 86-424-1 The Town of Altavista Downtown Revitalization Overlay District Design Guidelines are available to assist in the maintenance, restoration, and rehabilitation of exterior architectural features. While not required, voluntary application of the methods and principles put forth in that document are recommended and encouraged.

Suggested / Required Action or Suggested Motion(s)

I recommend that a new Section 86-424-1 be added and read *The Town of Altavista Downtown Revitalization Overlay District Design Guidelines are available to assist in the maintenance, restoration, and rehabilitation of exterior architectural features. While not required, voluntary application of the methods and principles put forth in that document are recommended and encouraged.*

I recommend adoption of the edited version of the Design Guide Lines as an ancillary document to assist property and business owners within the DRO.



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

Date: May 7, 2015
To: Mayor Mattox and Council members
FROM: Waverly Coggsdale, Town Manager
SUBJECT: DHCD's Virginia Telecommunication Planning Initiative

Background and discussion

Recently, VML emailed a request from the Virginia Department of Housing and Community Development (DHCD) regarding community's interest in submitting a Letter of Interest" for the Virginia Telecommunications Planning Initiative (VATPI). The letter states that the *"primary objective of the VATPI is to ensure community sustainability and competitiveness in the global marketplace via comprehensive planning for broadband deployment."*

Staff has reached out to Region 2000 to be a source of professional guidance and support in regard to preparation of the Letter of Interest. Staff is also conducting surveys and identifying stakeholders who may have an interest in the development of a successful community broadband network.

Dennis Jarvis, Economic Development Director, will be on hand to addresses questions regarding this issue.

Recommendation

Council endorse staff proceeding with submittal of a Letter of Interest" on the Town's behalf for the Virginia Telecommunication Planning Initiative (VATPI).

Action(s) requested or suggested motion:

Per discussion.

Attachments: Staff Memo; and DHCD Letter to VML



VHCD Virginia Telecommunications Planning Initiative

May 12, 2015

The Office of Economic Development is developing a planning grant for submission to the Virginia Department of Housing and Community Development (DHCD) to assist Altavista in the development of a strategic plan for broadband development. The VATPI grant program will allow Altavista to work with existing providers and other officials in developing a strategic plan for a community based broadband network.

If awarded a grant the community will be able to develop:

- An assessment of the current broadband availability and usage in Altavista
- Address demand aggregation and potential future use
- Address the relationship with regional planning and telecommunication networks
- Address community development applications
- And the design of a community broadband system

We are developing a Letter of Intent (LOI) and will submit the LOI by Friday May 22, 2015. Eight communities from the state will be selected to receive up to \$75,000.00. Our LOI will focus on the following areas:

- Statement of need: What is the current state of the availability of broadband in the community
- Outline any prior experience with planning or developing a strategic plan for telecommunications and or broadband development
- Collaboration and community support: On Wednesday May 13, 2015 we will conduct a public meeting to address the needs of our citizens. We also developed a web based survey asking respondents to address twenty questions in regard to their internet service.
- Identify stakeholders: We will develop a committee of interested officials and citizens that will work on the planning committee if we are awarded the planning grant.

Important dates:

- May 22, 2015 Submission of the LOI
- June 1, 2015 DHCD notifies communities that are being selected to participate in the grant process
- Late June/July DHCD hosts a training session for the grant process
- July 17, 2015 Deadline for submission for full applications
- August 2015 Announcement of grant winners



Terence R. McAuliffe
Governor

Maurice A. Jones
Secretary of Commerce
and Trade

COMMONWEALTH of VIRGINIA

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

William C. Shelton
Director

April 22, 2015

Mr. Mark Flynn
General Counsel
Virginia Municipal League
13 E. Franklin Street
Richmond, Virginia 23219

RE: Virginia Telecommunication Planning
Initiative -LETTER OF INVITATION

Dear Mr. Flynn:

Please share with VML members. The Virginia Department of Housing and Community Development (DHCD) is currently accepting Letters of Interest for the Virginia Telecommunication Planning Initiative (VATPI). The primary objective of the VATPI is to ensure community sustainability and competitiveness in the global marketplace via comprehensive planning for broadband deployment.

The issue of telecommunications is not only one of technology; it is essential infrastructure for modern community and economic development. Providing affordable, high-speed telecommunications is a pillar of economic restructuring, the re-invention of a community's economic base and the creation of an asset-based approach. Many economies in Virginia evolved around sectors that are no longer viable—manufacturing, textile, resource extraction, etc. Broadband availability supports the creation of sustainable and competitive communities, providing access to health care, particularly through the introduction of telemedicine, improving the workforce, providing increased educational opportunities through distance learning, and encouraging an entrepreneurial economy where home-based and small businesses are able to compete globally, as well as retention of existing businesses.

VATPI is a comprehensive telecommunications planning effort that will allow communities to identify and develop elements necessary to develop a successful community broadband network. Community telecommunications plans include, at the least:

Partners for Better Communities



www.dhcd.virginia.gov

- Assessment of current broadband availability and usage;
- Address demand aggregation and future use;
- Address the relationship to regional planning and telecommunications networks;
- Address community development applications; and
- Design.

Funding

Up to \$75,000 in funds will be awarded for communities to develop a comprehensive telecommunication plan. DHCD anticipates awarding up to 8 grants awards.

Selection Process

Grantees will be selected through a two-phased selection process for the VATPI program. They include Phase I-Letter of Interest (LOI) and Phase II-Detailed Response. Response to the questions in the Letter of Interest will be evaluated by DHCD program staff. Applicants will receive notification of acceptance or declination of their LOI. Applicants whose responses reflect a strong interest and the intent of the program, as well as identify a broad range of potential stakeholders and partners will be asked respond to additional questions and submit a full proposal. Full proposal requirements will be sent to selected localities based on evaluation of the LOI. \

The Letter of Interest must be submitted on or before **Friday, May 22, 2015** to Tamarah Holmes, Ph. D., at the DHCD Richmond Office. The LOI must include responses to the following items:

Letter of Interest

I. Statement of Need

Describe the current status of broadband telecommunications availability in your locality identifying all current telecommunications providers such as the incumbent telephone service carrier and existing internet service providers (ISP), their broadband capabilities, and the location of their infrastructure. Discuss gaps (underserved and un-served) in service in your locality (See **Attachment A** for recommended types of data collection and analyses).

II. Prior Experience with Telecommunication Planning

Provide details on prior experience with telecommunications planning. Please provide the year the plan was developed and evidence or results of your previous planning efforts to identify your broadband needs and solutions. Provide a copy of your Telecommunications Plan.

III. Collaboration and Community Support

The locality must convene a community meeting to obtain community input/feedback. Through community input, the locality will collect diverse viewpoints about community interests, needs, and demands for broadband. It also enables the locality to inform residents and stakeholders about the locality's interest in applying for planning grant funding from DHCD. At this meeting, energized community leaders called "sparkplugs" should be identified and asked to serve as a member(s) of the management team. Provide copies of community meeting advertisement/notices, agendas, minutes, and sign in sheets.

IV. Stakeholders

Identify potential stakeholders who may serve as a member of your Management Team. Provide a list of your potential stakeholders, including their name, title, organization, and sectors represented. This section should discuss the identification and engagement of potential stakeholders (see list of recommended fields) that will participate in the outreach and aggregation process and how this project will be promoted to relevant stakeholders.

Your management team will provide oversight and direction throughout the planning process including the procurement of and collaboration with consultants. It should be comprised of stakeholders representing a cross section of all potential broadband users and beneficiaries.

The following is a list of potential fields from which to seek prospective members:

- Government (government representative or elected official);
- Economic development professional;
- Representative from your Planning District Commission;*
- Public schools;*
- Higher education institutions;
- Workforce development;
- Health care (i.e. hospital, medical clinics, or private medical practice);
- Industry/Manufacturing;
- Retail and commercial business;
- Small business/entrepreneurs;
- Service sector (i.e. banking or insurance);
- Professional (i.e. legal, engineering, or accounting); and
- Police department and emergency services.

Subcommittee:

- Telephone provider; and*
- Internet service providers.*

*Required participation

Important Dates and Deadlines:

| | |
|----------------|---|
| May 22, 2015: | Deadline for submission of Letter of Interest |
| June 1, 2015: | DHCD notifies communities that are eligible to submit a full proposal |
| June TBD: | DHCD hosts a Kickoff/How to Apply Session |
| July 17, 2015: | Deadline for submission of Full Proposals |
| August, 2015 | Announcement and Award Notifications |

We hope that Virginia Municipal League will consider submitting a Letter of Interest. If you have any questions, please feel free to contact Tamarah Holmes at (804) 371-7056 or tamarah.holmes@dhcd.virginia.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Lisa Atkinson", written over a horizontal line.

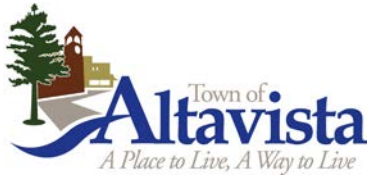
Lisa Atkinson
Deputy Director

cc: Tamarah Holmes, Ph.D, DHCD
Matt Weaver, DHCD

Attachment A

Please provide an analysis of the locality that addresses the following:

- I. Economic characteristics:
 - a. Income, age, population characteristics, households, ethnicity, employment, education,
 - b. List important local economic clusters, and
 - c. Describe local economic strengths and weaknesses.
- II. Educational needs:
 - a. Please attach any surveys of local education needs,
 - b. Number of school districts and facilities in each,
 - c. Student enrollment by grade and district,
 - d. Number of facilities by district with broadband and their speed,
 - e. Number of public libraries in region, and
 - f. Number of public libraries with broadband and their speed.
- III. Health care needs:
 - a. Please attach any surveys of local health care needs,
 - b. List of hospitals in the region and speed of broadband service,
 - c. Number of clinics, physicians and other healthcare agencies in region, and
 - d. Number of health care sites that are able to participate in tele-health services.
- IV. Public safety needs:
 - a. Please attach any surveys of local public safety needs,
 - b. Number of public safety facilities in region, e.g., fire or police, and
 - c. Number with broadband and their speed.
- V. Residential customers needs:
 - a. Please attach any surveys of local residential customer needs,
 - b. Providers, type of services and speeds offered in the region for residential customers, and
 - c. Describe any gap analysis for residential broadband service that you have performed.
- VI. Business customer needs:
 - a. Please attach any surveys of local business needs,
 - b. Providers, type of services and speeds offered in the region for business customers, and
 - c. Describe any gap analysis for business broadband service that you have performed.
- VII. Current broadband services in the locality/region:
 - a. Broadband providers in your locality/region, and
 - b. Cost and speed of broadband services available from each provider.



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

Date: May 7, 2015
To: Mayor Mattox and Council members
FROM: Waverly Coggsdale, Town Manager
SUBJECT: Reimbursement Resolution – Utility Projects

Background and discussion

Previously Council approved staff to move forward with design work related to two utility related construction projects: Project 1B “Main Street Waterline Replacement” and the Melinda Tank High Pressure Zone Project. The Main Street Waterline Project is ready to be advertised for receipt of bids, the attached schedule lays out the schedule for this project.

While the source of funding for these two projects has not be decided, it would be advantageous for Council to adopt the attached “Reimbursement Resolution”. This will provide flexibility to pay for expenses now but have the ability to reimburse the Town later should we borrow the funds for one or both of the projects, the current figure in the resolution is \$2.5 million. Any expenses that were incurred within sixty (60) days before the adoption of the resolution are eligible for reimbursement.

At this time projected expenses eligible would be:

| | |
|---|-------------------|
| • Project 1B – “Main Street Waterline” | \$1,912,000 |
| • Melinda Tank High Pressure Zone Project | <u>\$ 633,000</u> |
| Total: | \$2,545,000 |

Council may desire to raise the Reimbursement Resolution amount from \$2.5 million to allow for full reimbursement of the projected cost of both projects.

Recommendation

Adopt the attached “Resolution of Official Intent To Reimburse Expenditures With Proceeds Of a “Borrowing”.

Provide Staff with any direction in regard to the funding source for the projects.

Action(s) requested or suggested motion:

I move that the attached "Resolution of Official Intent To Reimburse Expenditures with Proceeds Of A Borrowing" be adopted.

Attachments: Reimbursement Resolution; and Projects Information

**RESOLUTION OF OFFICIAL INTENT TO REIMBURSE
EXPENDITURES WITH PROCEEDS OF A BORROWING**

WHEREAS, the Town of Altavista, Virginia (the "Borrower"), intends to acquire, construct and equip improvements to its water systems, including but not limited to, replacement of certain water lines and replacement of pumps, meters and filters (collectively, the "Project"); and

WHEREAS, plans for the Project have advanced and the Borrower expects to advance its own funds to pay expenditures related to the Project (the "Expenditures") prior to incurring indebtedness and to receive reimbursement for such Expenditures from proceeds of tax-exempt bonds or taxable debt, or both;

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF ALTAVISTA, VIRGINIA:

I. The Borrower intends to utilize the proceeds of tax-exempt bonds (the "Bonds") or to incur other debt, in an amount not currently expected to exceed **\$2.5 million** to pay the costs of the Project.

2. The Borrower intends that the proceeds of the Bonds be used to reimburse the Borrower for Expenditures with respect to the Project made on or after the date that is no more than 60 days prior to the date of this Resolution. The Borrower reasonably expects on the date hereof that it will reimburse the Expenditures with the proceeds of the Bonds or other debt.

3. Each Expenditure was or will be, unless otherwise approved by bond counsel, either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), (b) a cost of issuance with respect to the Bonds, (c) a nonrecurring item that is not customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent of the Borrower so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the Borrower.

4. The Borrower intends to make a reimbursement allocation, which is a written allocation by the Borrower that evidences the Borrower's use of proceeds of the Bonds to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The Borrower recognizes that exceptions are available for certain "preliminary expenditures," costs of issuance, certain de minimis amounts, expenditures by "small issuers" (based on the year of issuance and not the year of expenditure) and expenditures for construction of at least five years.

5. The Borrower intends that the adoption of this resolution confirms the "official intent" within the meaning of Treasury Regulations Section 1.150-2 promulgated under the Internal Revenue Code of 1986, as amended.


6. This resolution shall take effect immediately upon its passage.

Adopted May 12, 2015


Town of Altavista, Virginia
Proposed Construction Schedule - Phase 1B

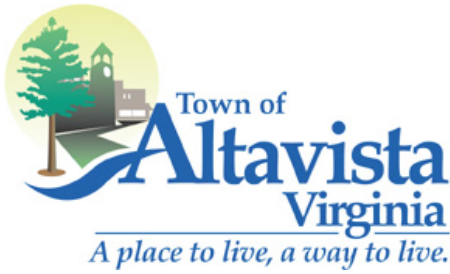
Main Street Water Line Improvements

| ID | Task Name | Start | Finish | 2016 | | | | | | |
|----|--|--------------------|-------------------|-------------|------|-----|-----|-------------|-----|-----|
| | | | | 3rd Quarter | | | | 1st Quarter | | |
| | | | | Mar | May | Jul | Sep | Nov | Jan | Mar |
| 1 | Town of Altavista Phase 1B, Main Street Water Line Improvements | Sun 5/17/15 | Wed 3/2/16 | | | | | | | |
| 2 | Advertise | Sun 5/17/15 | Sun 5/17/15 | | 5/17 | | | | | |
| 3 | Bid Period | Mon 5/18/15 | Wed 6/17/15 | | | | | | | |
| 4 | Pre Bid Conference | Tue 6/2/15 | Tue 6/2/15 | | 6/2 | | | | | |
| 5 | Bid Opening | Thu 6/18/15 | Thu 6/18/15 | | 6/18 | | | | | |
| 6 | Review Bid Documents | Fri 6/19/15 | Thu 6/25/15 | | | | | | | |
| 7 | Award | Fri 6/26/15 | Fri 6/26/15 | | 6/26 | | | | | |
| 8 | Finalize Contract | Mon 6/29/15 | Fri 7/3/15 | | | | | | | |
| 9 | Notice to Proceed | Mon 7/6/15 | Mon 7/6/15 | | 7/6 | | | | | |
| 10 | Construction Phase (240 days) | Tue 7/7/15 | Wed 3/2/16 | | | | | | | |
| 11 | Substantial Completion | Mon 2/1/16 | Mon 2/1/16 | | | | | | 2/1 | |
| 12 | Final Completion | Wed 3/2/16 | Wed 3/2/16 | | | | | | | 3/2 |

| | | | | | | | | | |
|---|-----------------------------------|----------|--------------------|----------------------|-----------------|-------------------|------------------|---|--|
| Project: | Main Street Water Line Project 1B | | | | | | | <div>ENGINEERS SURVEYORS PLANNERS ASSOCIATES</div> <div>P. O. Box 4119 Lynchburg, VA 24502 3040 Avemore Square Place Charlottesville, VA 22911 Phone: 434.316.6080 Phone: 434.984.2700 www.wassociates.net</div> | |
| Location: | Town of Altavista, VA | | | | | | | | |
| WWA Project No: | 214066.03 | | | | | | | | |
| Date: | 7-May-15 | | | | | | | | |
| Estimate By: | JMF | | | | | | | | |
| Checked By: | EJTP/HFW | | | | | | | | |
| Status: | Final | | | | | | | | |
| Page: | 1 of 1 | | | | | | | | |
| Description: | Construction Costs | | | | | | | | |
| Item | Units | Quantity | Unit Material Cost | Total Material Costs | Unit Labor Cost | Total Labor Costs | Total Unit Costs | Total Cost | |
| Mobilization | LS | \$1 | | | \$100,000 | \$100,000 | \$100,000 | \$ 100,000 | |
| | | | | | | | | | |
| 12" Pressure Class 350 D.I. Water Main Piping | LF | 6,700 | \$40 | \$268,000 | \$40 | \$268,000 | \$80 | \$ 536,000 | |
| Fire Hydrant Assembly | EA | 7 | \$2,305 | \$16,135 | \$335 | \$2,345 | \$2,640 | \$ 18,480 | |
| 12" Gate Valve w/Valve Box | EA | 7 | \$1,550 | \$10,850 | \$210 | \$1,470 | \$1,760 | \$ 12,320 | |
| Near Side Service Connection | EA | 20 | \$25 | \$500 | \$200 | \$4,000 | \$225 | \$ 4,500 | |
| Far Side Service Connection | EA | 20 | \$100 | \$2,000 | \$400 | \$8,000 | \$500 | \$ 10,000 | |
| Trench Excavation & Backfill (3' Wide/4' Deep) | CY | 3,000 | 0 | \$0 | \$8 | \$24,000 | \$8 | \$ 24,000 | |
| Rock Excavation (Estimate 10% All Excavation is in Rock) | CY | 300 | 0 | \$0 | \$85 | \$25,500 | \$85 | \$ 25,500 | |
| Coarse Aggregate Fill (to Replace Excavated Rock) | CY | 300 | \$32 | \$9,600 | \$8 | \$2,400 | \$40 | \$ 12,000 | |
| Saw Cut Existing Pavement (each side of trench on Main St.) | LF | 13,400 | \$0 | \$0 | \$2 | \$26,800 | \$2 | \$ 26,800 | |
| VDOT No. 21B aggregate backfill and base | Tons | 4,900 | \$10 | \$49,000 | \$10 | \$49,000 | \$20 | \$ 98,000 | |
| VDOT BM-25.0 Asphalt Base (10"thick x 5'wide) | Tons | 1,850 | \$35 | \$64,750 | \$35 | \$64,750 | \$70 | \$ 129,500 | |
| Tack Coat (.10 Gal/SY) | Gal | 520 | \$1 | \$520 | \$1 | \$520 | \$2 | \$ 1,040 | |
| VDOT SM-9.5A Surface Asphalt (1.5" thick x 5' wide) | Tons | 270 | \$35 | \$9,450 | \$35 | \$9,450 | \$70 | \$ 18,900 | |
| | | | | | | | | | |
| 8-inch Water Main | | | | | | | | | |
| 8-inch Pressure Class 52 DIP | LF | 1,750 | \$30 | \$52,500 | \$30 | \$52,500 | \$60 | \$ 105,000 | |
| Excavation (3.0' wide x 4' deep) | CY | 778 | \$0 | \$0 | \$4 | \$3,111 | \$8 | \$ 6,222 | |
| Rock Excavation (Estimate 10% All Excavation is in Rock) | CY | 78 | 0 | \$0 | \$85 | \$6,611 | \$85 | \$ 6,611 | |
| Coarse Aggregate Fill (to Replace Excavated Rock) | CY | 78 | \$32 | \$2,489 | \$8 | \$622 | \$40 | \$ 3,111 | |
| Pipe Bedding VDOT No. 21A (4-inches) | Tons | 90 | \$10 | \$900 | \$10 | \$900 | \$20 | \$ 1,800 | |
| Backfill and compact soil material | CY | 770 | \$0 | \$0 | \$6 | \$4,620 | \$6 | \$ 4,620 | |
| Service Connections (Near Side) | EA | 15 | \$25 | \$375 | \$200 | \$3,000 | \$225 | \$ 3,375 | |
| Service Connections (Far Side) | EA | 15 | \$100 | \$1,500 | \$400 | \$6,000 | \$500 | \$ 7,500 | |
| Fire Hydrant Assembly | EA | 4 | \$2,305 | \$9,220 | \$335 | \$1,340 | \$2,640 | \$ 10,560 | |
| 8-inch Gate Valve w/ Valve Box | EA | 6 | \$855 | \$5,130 | \$210 | \$1,260 | \$1,065 | \$ 6,390 | |
| Air Release Valve Assembly | EA | 1 | \$3,000 | \$3,000 | \$1,000 | \$1,000 | \$4,000 | \$ 4,000 | |
| Saw Cut Existing Pavement (each side of trench) | LF | 3,500 | \$0 | \$0 | \$2 | \$7,000 | \$2 | \$ 7,000 | |
| VDOT No. 21B aggregate backfill and base | Tons | 1,300 | \$10 | \$13,000 | \$10 | \$13,000 | \$20 | \$ 26,000 | |
| VDOT BM-25.0 Asphalt Base (10"thick x 5'wide) | Tons | 480 | \$35 | \$16,800 | \$35 | \$16,800 | \$70 | \$ 33,600 | |

| Item | Units | Quantity | Unit Material Cost | Total Material Costs | Unit Labor Cost | Total Labor Costs | Total Unit Costs | Total Cost |
|---|-------|----------|--------------------------|----------------------------|-----------------------|--|------------------------|---------------------|
| Tack Coat (.10 Gal/SY) | Gal | 130 | \$1 | \$130 | \$1 | \$130 | \$2 | \$ 260 |
| VDOT SM-9.5A Surface Asphalt (1.5" thick x 5' wide) | Tons | 70 | \$35 | \$2,450 | \$35 | \$2,450 | \$70 | \$ 4,900 |
| | | | | | | | | |
| Traffic Control | LS | 1 | \$0 | \$0 | \$20,000 | \$20,000 | \$20,000 | \$ 20,000 |
| Seeding, E&S Control | LS | 2 | \$500 | \$1,000 | \$2,000 | \$4,000 | \$2,500 | \$ 5,000 |
| | | | | | | | | |
| Subtotals: | | | | \$539,299 | | \$730,579 | | \$ 1,269,878 |
| 5.3% Sales Tax on Materials | | | | | | | | \$ 26,814 |
| | | | | | | SUBTOTAL | | \$ 1,296,692 |
| | | | | | | CONSTRUCTION MARKUP @ 30% | | \$ 389,008 |
| | | | | | | CONTINGENCY OF 5% | | \$ 84,285 |
| | | | | | | CONSTRUCTION ADMIN & INSPECTIONS | | \$ 141,500 |
| | | | | | | TOTAL AFTER CONSTRUCTION MARKUP | | \$ 1,912,000 |

| | | | | | | | | | |
|---------------------------------|----------------------------------|-----------------|-----------------------------------|-------------------------------------|--------------------------------|------------------------------------|---------------------------------|---|--|
| Project: | Melinda Drive High Pressure Zone | | | | | | |  <div>ENGINEERS SURVEYORS PLANNERS ASSOCIATES</div> <div>P.O. Box 4119 Lynchburg, VA 24502 Phone: 434.316.6900</div> <div>3848 Avenmore Square Place Charlottesville, VA 22911 Phone: 434.361.2700</div> <div>www.wassociates.net</div> | |
| Location: | Town of Altavista, VA | | | | | | | | |
| WWA Project No: | | | | | | | | | |
| Date: | 25-Jul-14 | | | | | | | | |
| Estimate By: | JMF | | | | | | | | |
| Checked By: | RBS/HFW | | | | | | | | |
| Status: | Preliminary | | | | | | | | |
| Page: | 1 of 1 | | | | | | | | |
| Description: | Concept Cost Estimate | | | | | | | | |
| Item | Units | Quantity | Unit Material Cost | Total Material Costs | Unit Labor Cost | Total Labor Costs | Total Unit Costs | Total Cost | |
| Booster Pump Station | EA | 1 | \$150,000 | \$150,000 | \$100,000 | \$100,000 | \$250,000 | \$ 250,000 | |
| 10-inch Wet Tap | EA | 1 | \$5,000 | \$5,000 | \$3,000 | \$3,000 | \$8,000 | \$ 8,000 | |
| 6-inch Water Line | LF | 485 | \$25 | \$12,125 | \$25 | \$12,125 | \$50 | \$ 24,250 | |
| 4-inch Water Line | LF | 2,080 | \$20 | \$41,600 | \$20 | \$41,600 | \$40 | \$ 83,200 | |
| Service Laterals | EA | 30 | \$100 | \$3,000 | \$300 | \$9,000 | \$400 | \$ 12,000 | |
| Blow-Off Assembly | EA | 4 | \$500 | \$2,000 | \$1,000 | \$4,000 | \$1,500 | \$ 6,000 | |
| Pavement Repair (4" water line) | Tons | 76 | \$50 | \$3,800 | \$50 | \$3,800 | \$100 | \$ 7,600 | |
| Subtotals: | | | | \$217,525 | | \$173,525 | | \$ 391,100 | |
| 5% Sales Tax on Materials | | | | | | | | \$ 10,900 | |
| | | | | | | SUBTOTAL | | \$ 402,000 | |
| | | | | | | CONSTRUCTION MARKUP @ 30% | | \$ 120,600 | |
| | | | | | | CONSTRUCTION TOTAL | | \$ 522,600 | |
| | | | | | | CONTINGENCY OF 5% | | \$ 26,100 | |
| | | | | | | ENGINEERING & ADMINISTRATION @ 15% | | \$ 78,390 | |
| | | | | | | EASEMENT BUDGET | | \$ 5,000 | |
| | | | | | | TOTAL PROJECT | | \$ 633,000 | |



Town Manager's Report – For Month of April 2015

Bedford Avenue Waterline Project (Project 1A)

- Waterline installation is mostly complete.
- Sidewalks are being installed
- Monthly Construction Meeting Notes are attached.
- Substantial Completion Date: July 24, 2015 Final Completion Date: August 25, 2015

WWTP EOP – PCB Remediation

- Institute of Advanced Learning & Research Workshop to be held June 17th & 18th (Danville and Altavista). Flyer attached.
- Working with Dr. Scott Lowman (IALR) regarding implementation of his research.
- No response has been received from VA DEQ.
- Numerous phone calls/emails have gone unanswered from Scott Rice, EPA Region III.
- Abatement of turtles from EOP continues.



**Bedford Avenue
Water Line Phase 1A
Town of Altavista, Virginia
WWA Project No. 213084.00**

**Payment Meeting No. 6
May 5, 2015 – 9:30 am**

MINUTES

Attendees: Owner: ~~Waverly Coggsdale~~, David Garrett, ~~Phillip Jacobs~~
VDOT: ~~Ken Carlton~~, Kimberly McMahan, Tiffany Tweedy, ~~Danny Cruff~~
WWA: Turner Perrow, P.E
DLB, Inc.: Dicky Morgan, Clyde Roberts, ~~Mike Igo~~

1. Field Work: *Finishing up Bedford Avenue on May 5, 2015 or May 6, 2015. Finish Myrtle, Hillcrest this week. Sidewalk crews on site. Pavers scheduled to arrive on Thursday. The Main Street sidewalk is to be complete by May 25th.*
2. Construction Inspector's Report:
 - a. WWA requested a report from the inspector regarding rain days.
 - b. Contractor to call VA Traffic at the beginning and end of every day.
 - c. Compaction testing will be performed on previously installed work to ensure compliance with the specifications.
 - d. ~~Clean up material along the ROW, consolidate to laydown areas.~~
COMPLETE
 - e. Contractor to provide copies of bacteria testing results.
 - f. Inspector has been handing out fliers regarding construction activity.
3. VDOT Comments:
 - a. ~~Contractor to perform lane closures on Main Street. The proposed detour is not authorized by VDOT.~~
 - b. ~~Signalized intersections shall be converted to flashing prior to allowing Contractors forces to flag traffic. Contact VDOT to schedule flashing the signals. Contractor has coordinated with VDOT.~~
 - c. VDOT will allow Saturday work if requested by the Contractor and authorized by the Owner.
 - d. VDOT contacted by homeowner for a new VDOT entrance. WWA to issue Field Order for construction of CG-12 at 1201 Bedford Avenue and CG-9 at 1109 Bedford Avenue.

- e. ~~WWA to verify how driveway aprons are to be replaced, either whole or part.~~
~~UPDATE Disturbed driveway entrances are to be replaced with CG 9~~
~~entrances as detailed in the construction documents.~~
 - f. VDOT needs the road patched. Contractor to perform hydrostatic testing, then schedule patching 4/17/2015. Contractor requested to pave Bedford crossing at Myrtle ~~and test holes on Bedford Avenue.~~ *Pavers scheduled for May 7, 2015.*
 - g. *YMCA is sponsoring a 2 mile race. All pavement should be complete on Bedford Avenue by this time.*
 - h. *VDOT requests that signs come down at the end of the day.*
 - i. *UPDATE: VDOT returned to the job site to verify compliance with the Virginia Work Area Protection Manual. Determining that the Contractor was not in compliance, VDOT scheduled an emergency meeting at 8:30 am on May 6, 2015.*
4. Easements / Property access:
- a. Contractor directed to inform Engineer if an access issue is identified.
5. RFIs: None.
6. Changes:
- a. ~~Change Proposal Request: New 16x16 tee, 8" valve, 8x16 reducer, and blind flange. Use all mechanical joints.~~
 - i. ~~Work Change Directive #2 discussed and will be officially issued shortly.~~
 - ii. ~~Needs to be signed by Contractor.~~
 - b. Work Change Directive #3:
 - i. Revision #1 to be issued
 - ii. Needs to include new meters on Myrtle.
 - c. *Pricing is requested from DLB to connect the 2" high pressure water line discovered on Commonwealth to the new 8" water line. In addition, the 8" water line must be converted to high pressure at the intersection of Bedford Ave and Myrtle Ln to maintain the existing pressure conditions. WWA to send sketch detailing these items to DLB.*
7. Shop Drawings: None.
8. Permits: *None.*
- a. ~~VMRC River crossing adjustment~~
9. Schedule:
- a. ~~Need to have Main Street on paving schedule. Pavers anticipated May 7, 2015.~~
 - b. Suggested paving/patching sequence
 - i. ~~Compaction testing and schedule asphalt. Patching begins.~~

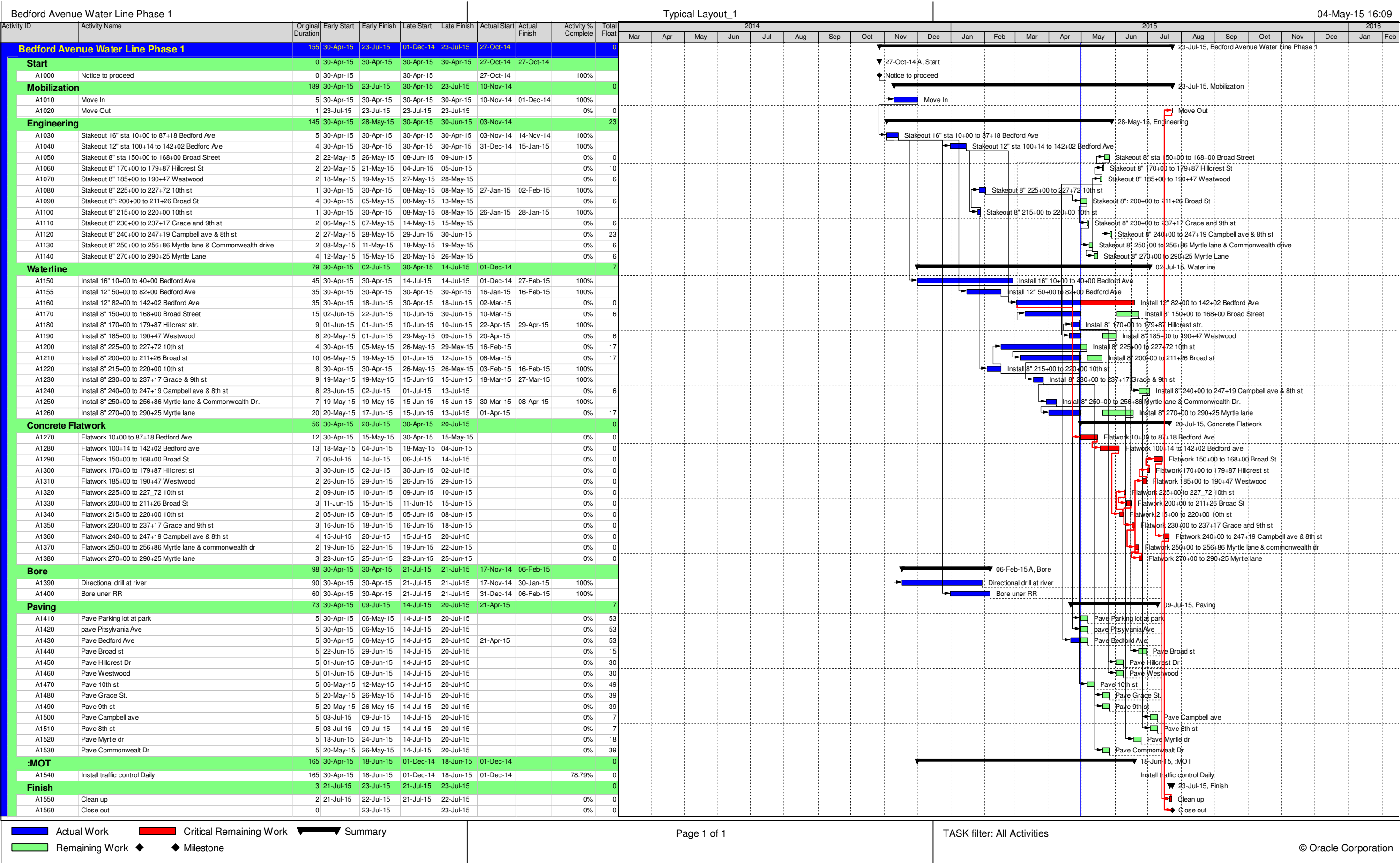
- ii. Test line and construct driveway aprons.
- c. Park to be complete by May 25th.

10. Upcoming Information needed: None.

11. Discussion / Comments / Questions:

- a. Contractor reported that the gas company has been slow in responding to utility location tickets. Gas Company crews are performing to the best of their abilities to locate lines.
- b. Town warned Contractor to proceed very carefully while working in the lot and areas surrounding the Bedford Avenue water tank as there are many underground utilities in the area. The Town offered to assist in determining the status of any lines found.
- c. ~~Need to repair basketball court. DLB to be responsible for restoration. Town will pay for repair/resurface.~~
- d. *English Park*
 - i. *Remove all stored equipment and materials from parking lot. COMPLETE.*
 - ii. *Repair parking lot area with Surface treatment (tar & gravel). Expected to be complete May 7, 2015.*
 - iii. *Repair pavement with blacktop on Broad Street. Expected to be complete May 7, 2015*
 - iv. *Repair basketball court with blacktop. Expected to be complete May 7, 2015.*
 - v. *Reinstall the basketball goal post. To be completed after paving.*
 - vi. *Reinstall fence around the basketball court. To be completed after paving.*
 - vii. *Repair the parking lot at the Booker Building.*
- e. *Main Street*
 - i. *Clean up the piles of rubble where the water line crosses.*
 - ii. *Repair or replace Town Street Sign on Main Street near Broad St. at Gazebo.*
 - iii. *Replace brick Cross walk at Main & Broad Street.*
 - iv. *Install new sidewalk on Main Street.*
 - v. *Install new driveway entrances on Main Street.*
 - vi. *Replace broken curbing along Main Street.*
- f. *Bedford Avenue*
 - i. *Install new sidewalks*
 - ii. *All open cut areas across the Street shall be repaved with blacktop within 24 hours of installing water line pipes. To be completed May 7, 2015.*
 - iii. *Replace broken curbing along Bedford Avenue.*
 - iv. *Sweep Street to remove all loose gravels, dirt, blacktop, and concrete that is within the R/W and in private property where construction took place.*

- g. *Myrtle Lane*
 - i. *Re-grade shoulders to slope away from pavement for drainage, and seed.*
 - h. *Owner and Contractor will meet with McDonald's.*
12. Pay Request: No. 6: *Contractor distributed the pay request for review. WWA to wait for an updated application. UPDATE: Corrected application received May 7, 2015.*
13. Next Payment Meeting: ***May 26, 2015 at 9:30 a.m.***



Contractor's Application for Payment No.

6

| | | | |
|--|----------------------------|-----------------------------------|--|
| Application Period: 3/29/15 to 4/30/15 | | Application Date: 5/4/2015 | |
| To (Owner) Town of Altivista | From (Contractor) DLB, Inc | Via (Engineer) WW Associates | |
| Project: Bedford Avenue Water Line Ph 1A | Contract: | | |
| Owner's Contract No.: | Contractors Project No.: | Engineer's Project No.: 213084.03 | |

Application For Payment Change Order Summary

| Approved change Orders | | | | |
|------------------------|-----------|------------|--|-----------------|
| Number | Additions | Deductions | | |
| | | | 1. ORIGINAL CONTRACT PRICE..... | \$ 3796323.17 |
| | | | 2. Net change by Change Orders..... | \$ |
| | | | 3. Current Contract Price (Line 1 ± 2)..... | \$ 3796323.17 |
| | | | 4. TOTAL COMPLETED AND STORED TO DATE | |
| | | | (Column F on Progress Estimate)..... | \$ 2571316.665 |
| | | | 5. RETAINAGE: | |
| | | | a. X 5% Work Completed..... | \$ 128565.83 |
| | | | b. X 5% Stored Material..... | \$ 0.00 |
| | | | c. Total Retainage (Line 5a + Line 5b)..... | \$ 128565.83 |
| | | | 6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)..... | \$ 2442750.83 |
| | | | 7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... | \$ 2096242.63 |
| | | | 8. AMOUNT DUE THIS APPLICATION..... | \$ 346508.20 |
| | | | 9. BALANCE TO FINISH, PLUS RETAINAGE | |
| | | | (Column G on Progress Estimate + Line 5 above)..... | \$ 1,353,572.34 |
| TOTALS | \$ - | \$ - | | |
| NET CHANGE BY | | | | |
| CHANGE ORDERS | \$ - | | | |

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: *[Signature]* Date: 5/4/15

Payment of: \$ _____
(Line 8 or other - attach explanation of the other amount)

is recommended by: _____
(Engineer) (Date)

Payment of \$ _____
(Line 8 or other - attach explanation of the other amount)

is approved by: _____
(Owner) (Date)

Approved by: _____
Funding Agency (if applicable) (Date)

Contractor's Application

~~5/4/2015~~

WORKSHOP ANNOUNCEMENT:

Altavista's 6-acre Petri Dish: Testing Sustainable Solutions for PCB Contaminated Sediments

The workshop will highlight lab and field work as well as research resulting from 3 years of in-situ PCB degradation and containment in the Town of Altavista, Virginia's 6 acre waste water overflow pond.



Mission of the event:
to share knowledge on the state of
the practice of PCB degradation as
demonstrated in field scale trials.



June 17th & 18th

Technical Presentations:

June 17 9:30 am - 4:30 pm

Tour of the Pond:

June 18 9:30 am - Noon

Location:



**followed by a tour of on site research at
the Town of Altavista's sediment pond**

Click to Register online <http://tinyurl.com/IALR-PCB-Workshop>

Speakers include:

Jerry Schnoor, Ph.D.
The University of Iowa

Kevin Sowers, Ph.D.
The University of Maryland,
Baltimore County

Jason White, Ph.D.
The Connecticut Agricultural
Experiment Station

Louis Licht, Ph.D.
Ecolotree, Inc.

| ~ May 2015 ~ | | | | | | |
|---------------------------------|---|----------------------------------|-----|-----|----------------------------|--|
| ◀ Apr 2015 | | | | | | Jun 2015 ▶ |
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | | | | | 1 | 2 1 st Saturday Trade Lot AOT Cruise In |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 AVOCA-Mother's Day Tea | 11 | 12 Council Meeting 7:00 pm | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 TGIF @ Avoca 5:30 | 23 |
| 24 | 25 Memorial Day Town Offices Closed | 26 Work Session 5:00 PM | 27 | 28 | 29 | 30 |
| 31 | Notes: | | | | | |

| ◀ May 2015 ~ June 2015 ~ Jul 2015 ▶ | | | | | | |
|-------------------------------------|--|--|--|--|-----------------------------------|--|
| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
| | 1 Planning Commission 5:00 pm | 2 | 3 | 4 | 5 Uncle Billy's Day | 6 Uncle Billy's Day |
| 7 | 8 | 9 Council Meeting 7:00 pm | 10 | 11 | 12 | 13 AVOCA-3 RD Annual Made in the Shade Craft Beer Festival UBD 37 th Annual Two Miler |
| 14 | 15 | 16 | 17 IALR CONFERENCE Danville | 18 Tour of EOP LUNCHEON AT TRAIN STATION | 19 TGIF @ Avoca 5:30 | 20 |
| 21 | 22 | 23 Work Session 5:00 PM | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | Notes: | | | |

Monthly Report to Council

Date: May 12, 2015
To: Town Council
From: Dan Witt, Assistant Town Manager
Re: April Report

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

| <u>DATE</u> | <u>PERMIT #</u> | <u>APPLICANT NAME & ADDRESS</u> | <u>REASON FOR PERMIT</u> |
|-------------|-----------------|-------------------------------------|----------------------------------|
| 15-Apr | 012-15 | Jessica Erk 1002 Broad St. | Home Occupation, Massage Therapy |
| 17-Apr | 013-15 | Graham Packaging, 103 Odgen Rd. | 12 x 12' gazebo |
| 23-Apr | 014-15 | Kenneth Lambert, 1015 8th Street | 24 x 26' garage in back yard |

- Mailed approximately 25 grass violation notices.

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

- Met with Paul Harvey and then worked with Phillip to gather information regarding the proposed boat launch site.
- Approved setbacks for new home on Valley View Drive.

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

- Developed a draft ordinance that would regulate microbreweries, brewpubs and similar establishments. Met with John Eller to review the draft that will go to the PC for consideration. Completed packets for May 11 meeting.

4. **AOT Related**

- Nothing noted.

5. **ACTS Related**

- Completed and submitted March billing reimbursement request to DRPT for operations.
- Validated daily ridership and revenue for bus system (April) - see bus report.
- Completed online March monthly reporting to DRPT.
- Submitted RTAP reimbursement request for KFH Marketing Plan that will be developed for ACTS. Worked with consultant on the plan.
- Charles, Carlton, Patricia and Rosco attended 4 hour defensive driver class sponsored by VML. Staff drove bus to allow for training.
- Received 4 bids for bus shelters and ordered 3 shelters from the low bidder.
- Attended CTAV board meeting and set up for Roadeo in Harrisonburg.

- Completed ½ year DBE reporting for DRPT.
-

6. Projects and Administrative Related:

- Updated GIC
- Town Council reports for April meeting and work session. Attended both meetings.
- Streetscape/infrastructure project: Reviewed and commented on final change order submitted by VCP.
- Participated in the Everbridge training sessions in preparation for implementation of the Altavista Alert Notification System. The system is now live and staff is working to market the program so that citizens will sign up.
- Attended Regional Planner's Luncheon. The group is planning a Regional Planners meeting, like one held two years ago. This provides a venue for the planners to meet and discuss what each is working on and a really good opportunity to network. The meeting is set for June 4th from 4:00-5:30.
- Assisted David Garrett to secure quotes for heat pump for PD.
- Attended Regional Managers' luncheon at the CAER center in Bedford.
-



April 2015 Altavista Town Council Report

May 12, 2015

Staff attended the Southern Economic Development Council's meet **"The site selection consultants"**. I submitted a report in the April packet.

The Office of Economic Development conducted a new search for the Main Street Coordinator. Staff worked with the career services offices at Randolph College and Lynchburg College. We conducted several interviews, five candidates, and narrowed the search to three. After formal interviews with the town manager and AOT board members a successful candidate was identified and will begin on June 1, 2015. The new Main Street Coordinator is **Emelyn Gwynn** from Lynchburg College. She has a Bachelor of Arts in Communications Studies and is currently working in the Office of Economic Development for the City of Lynchburg.

Staff submitted site information for four projects from officials at Region 2000 and the Virginia Economic Development Partnership. Two of the projects were in conjunction with the Campbell County Office of Economic Development. Staff also submitted information on the former Intersections call center for consideration for a project with officials from VEDP.

The Office of Economic Development was recognized by officials from the Workforce Development Office at CVCC for continued support of the programs at the Community College.

Staff is working with the Virginia Agricultural Office for the opening of Kvasir Meadworks. The dedication ceremony will take place on July 31, 2015.

Staff attended the April meeting of the Pittsylvania County Board of Superiors meeting to hear an update on the development of a feasibility study the County is working on related to the poultry industry.

Staff hosted officials from the Virginia Economic Development Partnership for a community tour of Altavista and Campbell County. The delegation toured the former Lane site; the Schrader warehouse; and the Deering Ford business park.

Met with officials from Virginia Community Capitol on potential funding for the AOT "Pop-Up" program and loan programs for an applicant in the community.

Staff attended the Region 2000 Economic Development managers meeting. The marketing committee made recommendations for consideration to the full Region 2000 Alliance board for a name change.

Staff worked with officials from the CVCC Small Business Development Center on developing business plans for two existing businesses in town.

Staff met with officials at Abbott and toured the plant. We are working with the Campbell County office of Economic Development on closing the incentive agreement the town and the county have with the plant.

Staff met with the plant manager at BGF.

The Altavista EDA approved two loan applications from the USDA Revolving Loan Fund.

Altavista Police Department
Town of Altavista
510 7th Street
Altavista, VA 24517

April 2015 Statistics

- 2 Simple Assaults
- 1 Aggravated Assault
- 5 Shoplifting
- 2 Thefts from Building
- 1 Theft from Motor Vehicle
- 1 Burglary
- 1 Embezzlement
- 1 Destruction
- 1 Weapon Law Violation
- 2 Driving Under the Influence
- 4 Drunkenness
- 1 Trespass
- 12 All other offenses

Case Review:

** 34 total IBR reportable offenses for the month of April.

** 19 of the 34 reportable offenses have been cleared by arrest.

Calls for service: 327

Criminal Arrests: 23

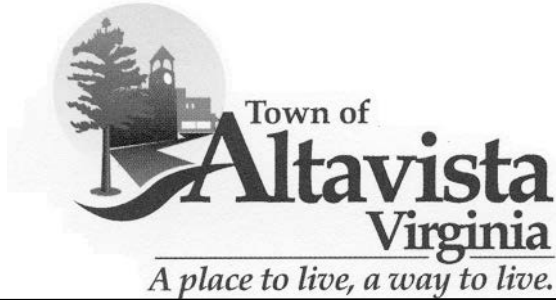
Traffic Citations Issued: 7

What's New:

Sgt. Penn and Officer Joni organ visited the Altavista Elementary School this month and read a story as well as answered questions for some of the First Graders.

Officer Organ participated in the YMCA Health Fair.

Officer Organ spoke at the Employee Training Conference sponsored by Prince Charles Home Health Care.



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 April 2015

During the month of April 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----- | 80 |
| ○ Water Turn On / Turn Off(s)----- | 39 |
| ○ Read Monthly Meters----- | 63 |
| ○ Exchanged Meters----- | 6 |

Utility Department - Sewer Distribution:

| | |
|--------------------------------|----------|
| ○ Sewer Root Cutting----- | 0 Feet |
| ○ Sewer Cleaning----- | 0 Feet |
| ○ Sewer Cleaning Manholes----- | 0 |
| ○ Sewer Video----- | 410 Feet |
| ○ Sewer Video Manholes----- | 0 |
| ○ Push Camera Footage----- | 0 Feet |

Street Department:

- Mowing-----0 Acres
- Litter Pick up-----29 Bags
- Weed Control-----135 Gallons
- Sweeping Streets-----66 Miles
- Weekend Trucks-----1
- Other Traffic Roadside Maintenance On Streets----- 607 Hrs

Buildings & Grounds and Sanitation:

- Green Hill Cemetery – Burial-----3
- Green Hill Cemetery – Cremations-----0
- Brush Collected Stops-----81 Stops
- Brush Collected Loads-----7 Loads
- Bulk Collection Stops-----124 Stops
- Bulk Collection Tonnage-----21.23 Tons
- Solid Waste Tonnage-----87.33 Tons
- Labor Hours at Green Hill Cemetery to maintain Grave Sites----- 51 Hours
- Maintain Park Buildings-----72.50 Man Hours
- Maintain Parks, Mowing, Flowers Beds, Weed Control-----442 Man Hours

Special Projects:

- PCB Remediation Work

Water Department Report:

Water Production:

- Water Plant: 54.3 million gallons of raw water treated.
- Water Plant: 41.91 million gallons of finished water delivered.
- McMinnis Spring: 8.22 million gallons of finished water treated.
- McMinnis Spring: average 283,933 gallons per day and run time hours 17 a day.
- Reynolds Spring: 5.69 million gallons of finished water treated.
- Reynolds Spring: average 196,300 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 2,582,100 Gallons

Water Plant Averages for April 2015 :

- **Weekday: 18.8 hrs / day of production**
1,988,000 gallons treated / day
- **Weekends: 12.1 / day of production**
1,287,500 gallons treated / day

Water Plant Projects:

- Flushed Out Filter Line 1-5
- Cleaned Out Solids Tank
- Installed Mixers in Solids Tank
- Evaluate Flocculation Mixers
- Evaluate Finish Pumps
- Started Facility Dudes Program

Wastewater Department Report

- Received 2nd shipment of Polymer for Press
- Normal Monthly Work Session with Council
- Tank Inspection conducted by VML
- IALR sampled EOP for possible test site
- Serviced lawn mowers for season
- Repaired torque switch on #2 Clarifier
- Repaired #2 Clarifier Motor and Gear box
- Cleaned Press system pressure valve
- Replaced hydraulic cylinders on UV wiper system
- Power outage at plant 4/21/15 (Morning)
- Power outage at plant 5/1/15 (Afternoon)
- Receiving dirt for possible future projects in EOP
- Wastewater Plant NPW system is down Staff working on repair
- Sampled industrial users for surcharge and permit compliance
- Normal plant operation and maintenance

| | |
|---------------------------------|--------------|
| Sludge Processed | 207 wet tons |
| Gallons of Water Treated | 68.37 MG |

| | |
|-------------------------|------------|
| Plant Efficiency | |
| BOD Reduction | 97% |
| TSS Reduction | 95% |

ACTS RIDER TALLY

| Calendar Year 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>6,527</u> | | | <u>14,673</u> | | <u>\$ 2,987.61</u> | | <u>90.5</u> | | <u>72</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 | <u>1,596</u> | | | | | | | | | 6,527 | 123% |
| * Day is equivalent to 10 hours | | | | | | | | | | | | | | |