



Town of Altavista Town Council Work Session Agenda

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

Tuesday, October 24, 2017

5:00 PM Council Work Session

1. Call to Order
2. Agenda Amendments/Approval
3. Public Comments –Agenda Items Only
4. PUBLIC INFORMATIONAL/INPUT
 - a. VDOT "Transportation Alternatives Program" Grant (Attachment #2)pg. 2 - 10
5. Introductions and Special Presentations
 - a. FY2017 Financial Report (Attachment #3)pg. 11-12
 - b. Peed & Bortz – SVMP Utility Service Study/Report (Attachment #4)pg. 13
6. Items for Discussion
 - a. Hunting Regulations – Greenhill Cemetery property (Attachment #5)pg. 14 - 15
 - b. Budget Amendments (Attachment #6)pg. 16 - 31
 - c. Town Council CY2018 Meeting Calendar (Attachment #7)pg. 32 - 33
 - d. CIP Updates (Attachment #8)pg. 34 - 35
 - e. Project Updates
7. Public Comments – Comments are limited to three (3) minutes per speaker.
8. Closed Session
9. Adjournment

NEXT SCHEDULED REGULAR TOWN COUNCIL MEETING: TUESDAY, NOVEMBER 14, 2017 @ 7:00 p.m.

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.



Town of Altavista, Virginia Work Session Agenda Form

Meeting Date: October 24, 2017

Agenda Item #: | 4a |

Attachment #: | 2 |

Agenda Placement: | Public Informational/Input |

Subject Title: | VDOT Transportation Alternatives Program (TAP) applications |

SUBJECT HIGHLIGHTS

The Town is considering applying for Virginia Department of Transportation (VDOT) “Transportation Alternatives Program” (TAP) grant funding for two projects. At this time the Town is considering submitting the following two projects for TAP funding consideration.

Route 43 Gateway Project (Streetscape)

The Route 43 Gateway Project grant was first applied for in 2013. This project would be the culmination of the previous 6 projects and with the purpose of creating an entrance into our downtown while allowing for safe passage of pedestrians coming from the Altavista Combined School. Staff based the original budget estimate on the bids for projects 5 & 6 and VDOT agreed to pay for the pedestrian actuators at the crosswalks on Route 43 and 7th Street. However, VDOT later informed the Town that their funding source for the actuators was no longer available and the Town was asked to amend the budget and reapply for another TAP grant, which the Town did. The Town was awarded the grant for the additional funding and the project estimate, approximately 4 years ago, was \$648,315.

While these estimates were good at the time of the applications, once the Town contracted with Hurt & Proffitt to design the project, an engineer’s estimate of probably cost was developed. The estimate now stands at \$830,945 or \$182,700 more than originally thought. In addition, VDOT incorporates Project Oversight Charges (recommend 5-7% of project budget), which is an additional \$58,165. The TAP grant would be for project total and the VDOT Project Oversight Charges which totals \$240,865, with \$192,692 being VDOT grant funds and the remaining \$48,173 the Town’s match.

Staff is seeking authorization to submit a VDOT TAP grant application for the Rt. 43 Gateway Streetscape Project seeking the remaining needed funds.

Council Discussion/Staff recommendation, if applicable: Staff seeks a consensus from Council to continue the process of submitting the VDOT “TAP” application for this project. Town Council will be asked to adopt a resolution following the Public Information meeting to be held at the October Work Session.



Town of Altavista, Virginia Work Session Agenda Form

Action(s) requested or suggested motion(s):

Adoption of the attached Resolution in support of the Rt. 43 Gateway Streetscape VDOT TAP grant application.

Route 29 Bridge Lighting Project

Council directed staff to seek options for funding the pedestrian lighting on one side of the new Route 29 Business Bridge between the Towns of Altavista and Hurt. This project is eligible for TAP grants as the lighting is directly related to pedestrian safety. While the cost for the entire scope of the project is not totally known, AECOM Tech. Services, Inc. has provided an estimate for the cost of the project (\$405,950). VDOT is providing the money for the engineering design for the light fixture bases and wiring on the bridge. The Town will be responsible for design costs along Main Street between the intersection with Route 43 and the entrance to the bridge along with all installation costs for lighting leading to and across the bridge. The Town of Hurt is responsible for the lighting leading up to the bridge on the Pittsylvania County side.

Funding for this project will not likely be needed prior to the FY2019-20 CIP budget but it is crucial that the grant application be submitted this year.

NOTE: Recently VDOT contacted the Town in regard to an existing allocation of Urban Funds that could be used on an existing project. Staff has discussed this with VDOT and if these funds are used for the lighting project, the entire project would be handled by VDOT. This would include the bridge, as well as the two approaches from Altavista and Hurt (within the project area). It would be staff's recommendation to utilize the existing VDOT allocation of Urban funds to complete the Rt. 29 Bridge Lighting Project rather than apply for VDOT "TAP" funds. The locality(s) match for the Urban Funds would be 2%.

Staff recommendation, if applicable: Staff recommends Town Council proceed with utilization of the VDOT Urban Funds allocation for the Rt. 29 Bridge Lighting Project rather than the VDOT TAP grant application.

Action(s) requested or suggested motion(s):

Adoption of the attached Urban Project Programming Resolution – Rt. 29 Business "Main Street" Bridge Lighting (UPC Project 104944).



Town of Altavista, Virginia Work Session Agenda Form

Staff Review Record

Are there exhibits for this agenda item? **YES**

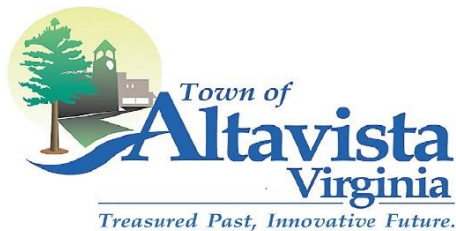
List them in the order they should appear in packet: **Public Information Meeting Notice; Rt. 43 Project Budget; Rt. 43 Gateway Project Resolution; Rt. 29 Bridge Light Project Urban Project Resolution**

Department Head initials and comments, if applicable: *DNW*

Finance Director initials and comments, if applicable:

Town Attorney initials and comments, if applicable:

Town Manager initials and /or comments: *JWC*



September 12, 2017

Altavista Journal
P. O. Box 630
Altavista, VA 24517

Please run the attached *Notice of Public Input Hearing* advertisement, as **a line classified**, in the **two (2) issues** of the *Altavista Journal* indicated below. These dates would be as follows:

1) WEDNESDAY, October 4, 2017

2) WEDNESDAY, October 11, 2017

State law requires us to run this *Notice of Public Hearings* advertisement for two (2) consecutive weeks, and it is imperative that it appears on the indicated dates.

Please invoice the Town of Altavista, ATTENTION: Jo Ann Scruggs, Accounts Payable Clerk, Town of Altavista, P.O. Box 420, Altavista, VA 24517
Thank you.

Sincerely,

Dan Witt

Daniel Witt
Assistant Town Manager

Attachment

NOTICE OF PUBLIC INFORMATION MEETING

The Altavista Town Council will hold a public information meeting on Tuesday, October 24, 2017 at 5:00 p.m. in the Council Chambers located in the J. R. 'Rudy' Burgess Town Hall at 510 Seventh Street. The purpose of the meeting is to notify the community that the Town intends to apply for Federal funding that comes through VDOT's Transportation Alternative Program (TAP) for FY2018-19 and to hear public comments on the application. The first application will be for additional funding to complete the Route 43 Gateway Project that is located on the south ends for Main & 7th Street and Route 43 scenic bypass located between these two streets.

The second TAP grant application will be for pedestrian lighting to be located at the Altavista entrance and on the planned, newly to be constructed, Main Street Bridge. This lighting would help provide safe passage for pedestrians utilizing the bridge at night or in low light conditions.

The public and all interested parties who want to make their views known regarding these projects and TAP grant applications are invited to attend. The Town of Altavista does not discriminate on the basis of handicap status in admission or access to its programs or activities. Accommodations will be made to handicapped persons upon prior request by contacting Town Hall at (434) 369-5001

J. W. Coggsdale
Town Manager

Task by Project Development Phase	Project Costs	Project Schedule	
		Tentative Begin Date	Tentative End Date
PRELIMINARY ENGINEERING PHASE			
Engineering/Design Fees	\$34,925		
Environmental Document	\$6,000		
Surveying	\$12,000		
Advance Right of Way (Incl. title research, plan/plat prep, appraisals, etc.)	\$1,500		
Add rows as needed...			
Administrative Costs			
PE Phase TOTAL COSTS	\$54,425		
RIGHT OF WAY PHASE			
Right of Way Purchase			
Attorney Fees (Incl. negotiation, recording deeds, etc.)			
Utility Relocation			
RW Phase TOTAL COSTS			
CONSTRUCTION PHASE			
*Include construction line items from engineer's estimate, add rows as needed			
Streetscape – 7 th St, Bedford Ave., & Main St.	\$719,000		
Construction Management	\$21,570		
Inspection Fees	\$35,950		
Materials Testing			
Contingency			
CN Phase TOTAL COSTS	\$776,520		
SUB-TOTAL COST (PE, RW & CN)	\$830,945		
VDOT Project Oversight Charges (Recommend 5-7% of sub-total costs)	\$58,165		
TOTAL PROJECT COST	\$889,110		



Whereas, in accordance with the Commonwealth Transportation Board construction allocation procedures, it is necessary that a resolution be received from the sponsoring jurisdiction or agency requesting the Virginia Department of Transportation establish a Transportation Alternatives Set-Aside project to be administered by the Town of Altavista.

Now, Therefore, Be It Resolved, that the Town of Altavista, requests the Commonwealth Transportation Board to establish a project for the Route 43 Gateway Project,

Be It Further Resolved, that the Town of Altavista hereby commits to provide a minimum 20 percent matching contribution for this project and any additional funds necessary to complete the project,

Be It Further Resolved, that the Town of Altavista hereby agrees to enter into a project administration agreement with the Virginia Department of Transportation and provide the necessary oversight to ensure the project is developed in accordance with all state and federal requirements for design, right of way acquisition, and construction of a federally funded transportation project,

Be It Further Resolved, that the Town of Altavista will be responsible for maintenance and operating costs of any improvement / facility constructed with Transportation Alternatives Set-Aside funds unless other arrangements have been made with the Department,

Be It Further Resolved, that if the Town of Altavista subsequently elects to cancel this project the Town of Altavista hereby agrees to reimburse the Virginia Department of Transportation for the total amount of costs expended by the Department through the date the Department is notified of such cancellation. The Town of Altavista also agrees to repay any funds previously reimbursed that are later deemed ineligible by the Federal Highway Administration.

Be It Further Resolved, that the Town of Altavista Town Council hereby grants authority for the Town Manager or his designee to execute project agreements for any approved Transportation Alternatives Set-aside projects for Fiscal Year 2018-19.

Adopted this 10th day of October, 2017

By the Altavista Town Council, Altavista, Virginia

By: _____, Mayor

Attest: _____, Clerk of Council

RESOLUTION OF THE ALTAVISTA TOWN COUNCIL
TOWN OF ALTAVISTA, VIRGINIA
URBAN PROJECT PROGRAMMING RESOLUTION
ROUTE 29 BUSINESS- MAIN STREET- BRIDGE LIGHTING

WHEREAS, in accordance with Virginia Department of Transportation construction allocation procedures, it is necessary that a request by council resolution be made in order that the Department program an urban highway project in the Town of Altavista; and

WHEREAS, there is currently an approved allocation of funds to replace the existing Route 29 Business, Main Street Bridge with the Town of Altavista being responsible for the bridge lighting, to include the entrances at the Town of Altavista and Town of Hurt; and

WHEREAS, UPC project 104944 will be programmed by the Virginia Department of Transportation as a urban highway project; now

THEREFORE BE IT RESOLVED that the Town Council of the Town of Altavista, Virginia requests the Virginia Department of Transportation to establish an urban system highway project for the bridge lighting as described above.

BE IT FURTHER RESOLVED, that the Town Council of the Town of Altavista hereby agrees to pay cost share in the amount of 2% of the Urban Project funding.

BE IT FURTHER RESOLVED THAT: The Town of Altavista will be responsible for maintenance and operating costs of the lighting as constructed unless other arrangements have been made with the Department.

BE IT FURTHER RESOLVED THAT: The Town Council of the Town of Altavista hereby grants authority for the Town Manager to execute the agreement between the Virginia Department of Transportation and the Town of Altavista for the urban project hereinabove requested.

Adopted: _____

Attest: _____

J. WAVERLY COGGSDALE, TOWN CLERK

MICHAEL MATTOX, MAYOR

In my capacity as the duly appointed Clerk of the Town of Altavista, I hereby certify that this resolution which is hereto attached, was adopted at a duly called and constituted meeting of the Town Council held at the J.R. Burgess Municipal Building at 510 7th Street on October 24, 2017. Said meeting was called to order by Mayor Michael Mattox at 5:00pm with the following members present who remained in attendance throughout and constituted a quorum:

_____	_____
_____	_____
_____	_____
_____	_____

The Town Council of the Town of Altavista voted unanimously to adopt attached Resolution.

Given under my hand this _____ day of _____.

J. WAVERLY COGGSDALE, TOWN CLERK

STATE OF VIRGINIA
TOWN OF ALTAVISTA



Town of Altavista, Virginia Work Session Agenda Form

Meeting Date: October 24, 2017

Agenda Item #: | 5a |

Attachment #: | 3 |

Agenda Placement: | Introduction/Special Presentations |
Subject Title: | FY 2017 Financial Report – David Foley |

SUBJECT HIGHLIGHTS

Mr. David Foley of Robinson, Farmer, Cox Associates will be present to give Town Council a summary of the Town's FY2017 Financial Report.

Council Discussion: Staff recommends that Council consider the presentation on the FY2017 Financial Report and that "acceptance" of the FY2017 Financial Report be placed on the November Town Council Regular Meeting Consent Agenda. (CONSENSUS)

Budget/Funding: N/A

Council Recommendation:

☐ Additional Work Session

☐ Regular Meeting

☐ No Action

☐ Consent Agenda

Staff Review Record

Are there exhibits for this agenda item? **YES (FY2017 Financial Report provided separately)**

List them in the order they should appear in packet: **Memo from staff regarding FY2017 Financial Report**

Department Head initials and comments, if applicable:

Finance Director initials and comments, if applicable: *TCS*

Town Attorney initials and comments, if applicable:

Town Manager initials and /or comments: *JWC*



DATE: October 20, 2017

MEMO TO: Mayor Mattox and Members of Council

FROM: Tobie Shelton

RE: FY 2017 Financial Report

David Foley with Robinson, Farmer, Cox Associates will be attending the October 24th Work Session to present our FY 2017, Financial Report, which covers the period July 1, 2016 through June 30, 2017. He will be able to answer any questions you may have concerning the attached annual report.

The representation letter on page 1 provides an overview of the auditing process and analysis of the financial condition of the Town. An unmodified opinion was issued on the Town's financial statement which, is the cleanest opinion an auditor can give.

As noted in Exhibit 3, the fund balance total of the General Fund for FY 2017 was \$16,242,251. The General Fund had an excess of revenues over expenditures in the amount of \$1,442,208 as indicated on page 9 (Statement of Revenues, Expenditures, and Changes in Fund Balance – Governmental Fund) over last year. Of this amount, \$393,100 is designated in reserves as follows: \$43,000 (FY 2017 carryover for Police), \$8,100 (Town's match of original VDOT funds awarded for Rt. 43 Gateway Project), and \$342,000 (FY 2017 carryover for Recreation).

As noted in Exhibit 7, total net position of the Enterprise Fund for FY 2017 was \$13,129,551. The Enterprise Fund had a loss in net position during the year of \$187,438 as indicated on page 8 (Statement of Revenues, Expenditures, and Changes in Fund Balance – Proprietary Fund) over last year. FY 2017 projects that were approved to be carried over totaling \$166,600 will be funded out of reserves. These projects are as follows: \$136,600 (FY 2017 carryover for the Water Treatment Plant) and \$30,000 (FY 2017 for the Wastewater Treatment Plant).

The Town continues to show a stable financial position.

Please advise if you have further questions.



Town of Altavista, Virginia Work Session Agenda Form

Meeting Date: October 24, 2017

Agenda Item #: | **5b** |

Attachment #: | **4** |

Agenda Placement: | Introduction/Special Presentations |

Subject Title: | Southern Virginia Multimodal Park Utility Service Study |

SUBJECT HIGHLIGHTS

The Town of Altavista partnered with Pittsylvania County and SAMET (owners) in regard to a study to evaluate potential sources of water and wastewater treatment for the Southern Virginia Multimodal Park (SVMP) in Hurt. The engineering firm of Peed & Bortz was hired to perform this study and will be delivering a presentation on their findings.

Representatives from Pittsylvania County and SAMET have been invited to attend this presentation.

Council Discussion: Town Council may decide to evaluate the options and discuss at a future meeting.

Budget/Funding: Unknown at this time.

Council Recommendation:

☐ Additional Work Session

☐ Regular Meeting

☐ No Action

☐ Consent Agenda

Staff Review Record

Are there exhibits for this agenda item? **NO**

List them in the order they should appear in packet:

Department Head initials and comments, if applicable: *TWF*

Finance Director initials and comments, if applicable:

Town Attorney initials and comments, if applicable:

Town Manager initials and /or comments: *JWC*



Town of Altavista, Virginia Work Session Agenda Form

Meeting Date: October 24, 2017

Agenda Item #: | **6a** |

Attachment #: | **5** |

Agenda Placement: | **Items for Discussion** |
Subject Title: | **Hunting Regulations - Cemetery** |

SUBJECT HIGHLIGHTS

Previously Council has discussed concerns regarding hunting around Greenhill Cemetery. Staff suggested sending a letter to the individuals who have permission to hunt on town property and Council agreed to this as a first step. The letter that was sent is attached.

In addition, there may be other items that Council wants to consider, they may include:

- *Buffer around the cemetery*
- *Limitation on areas by which to access hunting areas around the cemetery*

There may be others that Council members feel would be appropriate.

Council Discussion: Town Council may want to consider imposing additional criteria/regulations on hunting on the Greenhill Cemetery property.

Budget/Funding: N/A

Council Recommendation:

☐ Additional Work Session

☐ Regular Meeting

☐ No Action

☐ Consent Agenda

Staff Review Record

Are there exhibits for this agenda item? **YES**

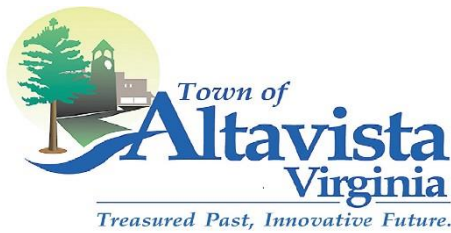
List them in the order they should appear in packet: **Letter to individuals permitted to hunt on Town property**

Department Head initials and comments, if applicable: *DNW*

Finance Director initials and comments, if applicable:

Town Attorney initials and comments, if applicable:

Town Manager initials and /or comments: *JWC*



P.O. Box 420
510 Seventh Street
Altavista, VA 24517
Phone (434) 369-5001
Fax (434) 369-4369

October 19, 2017

All Town Property Urban Archery Participants

Town Council has received complaints that have raised concerns about archery hunters at the cemetery. Archery hunting on Town owned property is a privilege and one that, we as hunters, must respect. At issue are bow hunters shooting arrows at deer that are in the cemetery. No arrows should ever be shot at deer in the cemetery, only in the woods around the cemetery. This may have been an isolated incident but it only takes one such incident and everyone loses the privilege.

The second concern is archery hunters walking through the cemetery, in camo and carrying a bow, while someone was visiting and showing their respects to a deceased loved one. Again, this may have been an isolated incident, however, we must be mindful and respectful that we are hunting in close proximity to a cemetery. To eliminate this possibility please adhere to this policy:

- Parking will only be permitted behind the Mausoleum when hunting at the cemetery. Walking through the cemetery while entering or exiting your stand will only be permitted prior to daylight or after dark. During daylight hours, hunters must stay inside the wood line and if at all possible out of sight of other visitors to the cemetery. If retrieving a deer that has been harvested wait until after dark or bring it up the hollow, through the woods behind the Mausoleum.

Thanks for your consideration of others, being a 'safe' bow hunter, and participating in the urban program.

Dan

Dan Witt

Assistant Town Manager



Town of Altavista, Virginia Work Session Agenda Form

Meeting Date: October 24, 2017

Agenda Item #: | **6b** |

Attachment #: | **6** |

Agenda Placement: | Items for Discussion |

Subject Title: | Budget Amendments/Departmental Transfers |

SUBJECT HIGHLIGHTS

Per the attached memo, staff is providing the Budget Amendments/Departmental Transfers for Council's consideration. The Budget Amendments will need to be approved and represent past action by Town Council. The Departmental Transfers are provided as an Informational Item.

Council Discussion: Town Council can decide whether to place this item on the November 14th Regular Meeting Consent Agenda.

Budget/Funding: The budget amendments would appropriate an additional \$32,500 to the FY2018 Budget.

Council Recommendation:

☐ Additional Work Session

☐ Regular Meeting

☐ No Action

☐ Consent Agenda

Staff Review Record

Are there exhibits for this agenda item? **YES**

List them in the order they should appear in packet: **Memo from staff**

Department Head initials and comments, if applicable:

Finance Director initials and comments, if applicable: *TCS*

Town Attorney initials and comments, if applicable:

Town Manager initials and /or comments: *JWC*



Date: October 20, 2017
To: Mayor Mattox and Members of Council
FROM: Tobie Shelton
SUBJECT: Budget Amendments / Departmental Transfers

Attached are budget amendments that are necessitated by previous Council action. The adoption of these amendments completes the process.

- No Interest Loan Program associated with Property Maintenance Enforcement
(Council Approval: September 12, 2017) \$ 5,000
- Technology Upgrade – Police Department
(Council Approval: October 10, 2017) \$ 4,700
- Avoca Museum-Improvements to Duct Work
(Council Approval: October 10, 2017) \$10,000
- Paving of Hillcrest Street \$15,500

Also attached are Departmental Transfers (from one line item to another – no new funds are required)

- Wastewater Treatment Plant
Replacement of Solids Computer \$ 1,970
- Police Department
Technology Upgrade \$ 500



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018:

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

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Non-Departmental Miscellaneous 010-9101-801-50-32	\$ 5,000.00	
General Fund Transfer In from Reserves 010-0000-361.01-00		\$ 5,000.00

Summary

At the September 12, 2017 meeting, Council approved to add an additional \$5,000 to the allocated \$5,000 currently in the FY 2018 Budget for the No Interest Loans associated with Property Maintenance Enforcement.

Budget Impact

This will result in a net increase to the budget of \$5,000.

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

Adopted this 14th day of November 2017

Regular Council Meeting—September 12, 2017

Mr. Coggsdale advised Mr. Fore, Director of Utilities and Mr. Bond, WWTP Manager, are moving forward with the WWTP Clarifier Project that is included in the FY2018 CIP and Budget. He listed the information regarding the proposals submitted for the design phase of the work, as listed:

Hurt & Proffitt: \$23,000, Peed & Bortz: \$25,500, Woodard & Curran: \$35,500. Based on the proposals, staff recommends authorizing Hurt & Proffitt to proceed with the design work associated with the project. The proposal also includes the Bidding Phase, Construction Phase Service and Final Inspection. Mr. Coggsdale noted after the design and bidding are complete, staff will bring back a recommendation for the construction bid award. The FY2018 Budget appropriates \$250,000 towards this project.

Mrs. Dalton, seconded by Mr. Emerson, motioned to approve the proposal submitted by Hurt & Proffitt and authorize staff to execute the proposal/contract for said services.

Motion carried:

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

d. Property Maintenance Enforcement-No Interest Loans

Mr. Coggsdale reported at the August Town Council Work Session, staff discussed addressing blighted and nuisance type properties with Council. Staff has moved forward with working with property owners to rectify the issues related to several properties in town. He noted that funds have been allocated in the FY2018 Budget in the amount of \$5,000 to provide *No Interest* Loans to pay for the cost of demolition of any such structure. These funds are repaid to the Town. Due to the increased cost of demolition, staff seeks to increase the appropriated amount by an additional \$5,000.

Mrs. Dalton, seconded by Mr. Higginbotham, motioned to add an additional \$5,000 to the allocated \$5,000 in the FY2018 Budget to provide *No Interest* Loans.

Motion carried:

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

e. VRS Resolution Consideration



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018:

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

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Police Department Capital Outlay - Replace / Equipment 010-3101-501.81-04	\$ 4,700.00	
General Fund Transfer In from Reserves 010-0000-361.01-00		\$ 4,700.00

Summary

At the October 10, 2017 meeting, Council approved to appropriate \$4,711.68 from Reserves to upgrade the Police Department's technology in regards to the evidence system and storage of video files from the body and car cameras. As discussed at the September 26th Work Session.

Budget Impact

This will result in a net increase to the budget of \$4,700.00.

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

Adopted this 14th day of November 2017

Regular Council Meeting—October 10, 2017

5. Recognitions and Presentation

6. Public Comment

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

No one came forward.

7. Consent Agenda

- a) Minutes- Regular Meeting September 12, 2017—The Council approved the minutes of the Council meeting.
- b) Monthly Finance Reports-Council approved the monthly reports
 - i. Invoices
 - ii. Revenues & Expenditures Report
 - iii. Reserve Balance/Investment Report
- c) Altavista on Track-10 Year Anniversary Main Street Designation Resolution
- d) FY2017 Year End Carryovers
- e) FY2018 Budget Amendments/Departmental Transfers
- f) Approval of Information Technology Upgrades for Police Department
- g) Approval of Purchase of Seven (7) Radar Units by Police Department

Mrs. Brumfield, seconded by Mr. Emerson, motioned to approve the consent 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
	Mr. Jay Higginbotham	Yes
	Mrs. Tanya Overbey	Yes

WHEREAS, Altavista On Track, became a 501-c3 organization in 2007 when Altavista was designated as a Virginia Main Street Community by the Virginia Department of Housing and Community Development (DCHCD); and

WHEREAS, the mission of Altavista On Track (AOT) is to “revitalize our downtown district by fostering economic development and opportunity, and providing leadership to enhance community identity and pride” and

COUNCIL WORK SESSION SEPTEMBER 26, 2017

- i. FY2017 Year End Carryovers
- ii. FY2018 Budget Amendments/Departmental Transfers

Mr. Coggsdale advised of some FY2017 yearend carryovers and FY2018 Budget amendments/department transfers. Staff is requesting to carryover unexpended funds totaling \$559,700 for items/projects budgeted in FY2017 that were not purchased/completed during the fiscal year. Staff has identified a need for these items and would like to earmark funds in reserves for the intended items and request a budget amendment to transfer in the funds once the items/projects are ready to be procured.

It was the consensus of Council to add the FY2017 Year End Carryovers and the FY2018 Budget Amendments/Departmental Transfers to the October 10th Town Council meeting consent agenda.

e. Information Technology (IT) Upgrades for Police Department

Mr. Coggsdale advised staff is seeking Council's consideration of approval of funds to upgrade the Police Department's technology in regard to the evidence system and storage of video files from the body and car cameras. The proposal is submitted by Integrated Technology Group (ITG) that provides IT services to the Town. The proposal for the upgrades totals \$4,411.68. The quote includes one month of maintenance/service agreement, which is a recurring cost. An additional \$800 would need to be added to include this on our existing Maintenance Services Agreement (MSA) with ITG, which would bring the total to \$5,211.68. The recurring cost would be \$100 per month and would need to be budgeted in future years. The Police Department Budget includes \$500 in its Office Supplies line item for replacement of the Evidence Computer, which will not be required due to this upgrade. At this time staff is seeking authority to transfer the \$500 from the Office Supplies line item and Council's appropriation of the remaining \$4,711.68 from Reserves for this project.

It was the consensus of Council to add this item to the October 10th Town Council meeting consent agenda.

Radar Unit Purchases

Chief Milnor addressed Council advising he is presently down from having radar in every vehicle to only two operating radars; these radars are approximately 8 to 10 years old. He requested approval to order seven new Kustom Signals Golden Eagle II radar units off of the state contract at a price of \$2,020 each. This would allow for a new radar in each vehicle. He proposed that these be purchased at a total cost of \$14,140.00 utilizing Federal Asset Forfeiture funds in the amount of \$18,554.21. Chief Milnor noted he plans to put the radar units in the CIP for review on intervals of five years.



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018:

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

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Avoca Museum Capital Outlay - Replace / Improvements to Duct Work 010-4105-609.81-30	\$ 10,000.00	
General Fund Transfer In from Reserves 010-0000-361.01-00		\$ 10,000.00

Summary

At the October 10, 2017 meeting, Council approved to appropriate an amount not to exceed \$10,000 from Reserves to cover the cost to replace HVAC ducts at Avoca Museum.

Budget Impact

This will result in a net increase to the budget of \$10,000.00.

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

Adopted this 14th day of November 2017

Regular Council Meeting—October 10, 2017

Mayor Mattox stated he felt it was a wonderful idea and thanked the Altavista Rotary and all those that contributed to this project.

f. Avoca Museum Request-Duct Work

Mr. Michael Hudson, Avoca Museum Executive Director, addressed Council and read the following:

Esteemed members of Town Council,

Over the past four years and, indeed, prior to my tenure as your museum's director, Avoca Museum has sought to manage its own yearly finances with less than one-third of its budget supplied by the Town of Altavista. The museum's leadership has consistently found cost-efficient means to serve its guests and meet its organizational goals without continuous requests brought to the Town for additional funding. In short, we have made it a matter of policy to request additional funding only when it is absolutely necessary and when all other available possibilities have been explored.

The Board of Directors join me in gratitude for the town's support and we reach out now to propose a solution for an emergency matter that has arisen here at the museum. Avoca Museum is contending with an issue involving its HVAC ducts and this issue has caused the museum to lose personnel time and incur heating/cooling expenses due to the fragile nature of the mansion's ductwork located in the cellar. The museum currently uses flex ducts in the cellar and those ducts are little more than wire and brittle metallic paper. This system was poorly installed many years ago and it has led to an untold amount of lost funds due to the inefficiency of its design. The flex duct was allowed to sag between points where it was attached to the structure, causing a sluggish movement of air and heat, making proper air conditioning or heating of the house quite difficult. Unfortunately, repairs using duct tape have met with limited success. The connections found in the duct work lines have "blown out" in many places and have led to a failure of conditioned air to reach the interior of the mansion where it is needed. To exacerbate the matter, small animals have chewed many holes in the ductwork. Two large blow-outs in the lines portend that the issue will continue to get much worse as the fall season prolongs. The Board of Directors and I fear that continued loss of energy will result in higher energy bills. The problem may also bring about a situation in which pipes could freeze in the winter and cause disastrous leaks inside the house. As a result of these challenges as they stand now, the museum is estimated to be losing about 40% of its heating/cooling capability. The Board joins me in a conviction that the situation must be remedied as soon as possible.

The Board of Directors has requested that I propose to Town Council that these insufficient ducts be replaced with sheet metal "hard pipes". We feel that this approach to ducting is most appropriate as it is designed and specifically cut to fit the area where it is needed. The fact that it is made of sheet metal will make hard pipe be more efficient as the ductwork we currently use sags from joint to joint, increasing resistance to air flow. Most importantly, hard pipes do not need to be constantly repaired or replaced. Once hard pipes are installed, resistance and pest issues are sure to be eliminated.

Regular Council Meeting—October 10, 2017

It would cost the museum \$3,000 to \$3,500 to repair the issues we currently have with the flex duct system. While a significant downturn in the efficiency of the system has called my attention to the matter, I did not learn of the most recent issues until last week. As a result, Avoca Museum is still collecting repair estimates. We anticipate that we will have three or four contractor bids to install hard pipes by Tuesday evening.

The museum has kept to a strict budget for FY '17-'18 and we intend to continue maintaining a strict adherence to it. Thus far, the museum has stayed within its budgetary means, but we have not anticipated an issue this costly. Further compounding our difficulty, the museum did not receive the grant funds this year that it had previously counted upon. With estimates expected to range \$6,000 to \$9,000, Avoca Museum is respectfully requesting assistance that the Town absorb these costs so that the museum will still be able to meet its FY '17-'18 financial obligations.

Please review the estimates we will provide on Tuesday evening and consider whether the Town of Altavista will be able to absorb the cost of installing the hard pipes. We feel that such a decision would be economical, minimize the possibility of continued problems in the years moving forward, and provide an energy-efficient solution to what could grow to a costly issue in the future. Most importantly, it will provide all of us the best means to protect the priceless investment we all have in the mansion.

We thank you for your time and attention to this very important matter. Unfortunately, emergencies arise from time to time. While Avoca Museum seeks to handle as many as we can independently, this emergency is beyond our ability to address in any reasonable amount of time.

Respectfully,
Michael Hudson
Executive Director, Avoca Museum

Mr. Higginbotham asked Mr. Hudson if he had obtained any quotes on the installation.

Mr. Hudson advised he has reached out to three contractors with two responding. He would provide this information to Council in an email. He stated the lowest estimate has come in at just over \$9,000.

Mr. Emerson asked why Council needs to wait on this item because it needs to be fixed.

Mrs. Dalton stated it is hard to know what the energy bills will adjust to once the duct work is more efficient.

Mr. Hudson stated the contractors have told him Avoca is losing 40 to 50% yield; noting the heating and cooling bills could be cut in half next year.

Regular Council Meeting—October 10, 2017

Mrs. Dalton stated the town has a vested interest as the town owns the building.

Mrs. Dalton, seconded by Mr. Emerson, motioned that Avoca work with Town staff on which quote to accept and proceed with replacing Avoca's ductwork in an amount not to exceed \$10,000.

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
	Mrs. Tanya Overbey	Yes

Mr. Hudson noted the contractor who bid approximately \$9,000 for the job is offering a life time warranty.

g. VDOT Rt. 29 Bridge Replacement Project-Right of Way

Mr. Coggsdale advised staff has been working with VDOT representatives regarding the Route 29 Bridge replacement right of way. He noted the right of way will be for both: temporary for construction and permanent for drainage. He advised VDOT will be making an offer to the town in the next few weeks and requested authorization for him and the Town Attorney to negotiate the Right of Way issue with VDOT.

Mrs. Dalton, seconded by Mr. Emerson, motioned that the Town Manager and Town Attorney negotiate the Right of Way issue for the Rt. 29 Bridge Replacement Project with VDOT.

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
	Mrs. Tanya Overbey	Yes

10. Reports

a. Town Manager's Report

Staunton River RIFA



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018:

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

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
Highway Fund		
Materials & Supplies / Pavement		
020-4101-601.60-36	\$ 15,500.00	
Highway Fund		
Transfer In from Reserves		
020-0000-361.01-00		\$ 15,500.00

Summary

At the October 10, 2017 meeting, Council approved to appropriate \$15,475 towards the paving of Hillcrest Street.

Budget Impact

This will result in a net increase to the budget of \$15,500.00.

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

Adopted this 14th day of November 2017

Regular Council Meeting—October 10, 2017

Mrs. Dalton, seconded by Mrs. Overbey, motioned to approve the contract with LPDA in regard to the Master Planning services as outlined.

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
	Mrs. Tanya Overbey	Yes

d. Approval of Hillcrest Street to Paving Contract

Mr. Coggsdale advised Town Council has previously indicated that Hillcrest Street would be added to the current year's paving; at the September Work Session when a motion was made/seconded and approved, there was a slight technicality. He requested that Council approve this item to clear the matter up.

Mr. George, seconded by Mrs. Brumfield, motioned to approve the addition of Hillcrest Street to the current paving contract.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Micki Brumfield	Yes
	Mrs. Beverley Dalton	Abstained
	Mr. Tracy Emerson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Abstained
	Mrs. Tanya Overbey	Yes

e. Rotary Club Flag Project Funding Request

Mr. Ed McCann, President of the Altavista Rotary, addressed Council. He advised the Altavista Rotary had originally contemplated asking Council for funds to complete their "Flag" project. They are planning to place flags on all the decorative light poles on Main Street, Broad Street and Seventh Street. He stated this idea comes from Mr. Jarvis. He thanked Mr. Steve Farmer for his work in gathering the cost information. The total cost is \$6,100. The first \$2,300 was contributed by the Altavista Rotary for the first 50 flags. He added the Altavista Rotary has been very fortunate to raise the remaining amount.

LAWHORNE BROTHERS PAVING
DIVISION OF ADAMS CONSTRUCTION COMPANY
P O Box 15028
Lynchburg, VA 24502
Phone: (434) 239-8821 Fax: (434) 237-1106

Page 1 of 3

CONTRACT

David Garrett

Email: dgarrett@altavistava.gov

Date: 8-24-17

Town of Altavista

Phone: 434-369-6045

P. O. Box 420

Job Name: Hillcrest Street

Altavista, VA 24517

Job Location: Altavista, VA

Architect:

Date of Plans:

We hereby submit specifications and estimates for the following:

CHANGE ORDER REQUEST TO PAVE SECTION OF HILLCREST STREET, 925' x 23'

DESCRIPTION	QTY	UNIT PRICE	TOTAL
SM-9.5A	195 Tons	77.20/ton	\$15,054.00
MILLING	41.33 Square Yards	10.20/Square Yard	\$421.57

NOTE: Quantities will be invoiced per weigh tickets and field measurements.

- ☒ Liquid Asphalt is based on \$ 365.00 per Imperial Ton. Lawhorne Brothers Paving reserves the right to adjust the progress billings and/or final invoice should the cost of liquid increase in the future. This calculation and justification will be based on the actual invoice from our supplier.
- ☒ Haul prices for this project are good for three months. Haul rate is based on \$ \$2.40 per gallon. If after three months price of fuel exceeds \$ \$2.40 per gallon, the pricing will be changed to reflect the increase.
- ☒ Sales Tax for materials is based on 5.3%. Lawhorne Brothers Paving reserves the right to adjust the progress billings and/or final invoice should the sales tax increase.

We propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of:

AS NOTED ABOVE.

Payments to be made as follows: **MONTHLY BILLING ON COMPLETED WORK – NET 15 DAYS FROM INVOICE**
NON-PAYMENT IN EXCESS OF 60 DAYS WILL CONSTITUTE POSSIBLE LEGAL ACTION.

NOTES:

1. Lawhorne Brothers Paving reserves the right to re-negotiate contract one year from date of acceptance unless completion date is expressed in Project's General Conditions.
2. This contract takes precedence over any subcontract agreement and is considered an attachment to any subcontract Agreement.
3. If the above pricing does not exceed \$30,000.00, this Proposal will serve as the only Contractual Agreement. Any additional Subcontract from Client will require an additional 5% increase in the Contract Amount.
4. Performance Bond &/or Labor and Materials Payment Bond if required will be an additional 1.5% of quoted item.
5. Lawhorne Brothers Paving requires ten day notice prior to mobilization on project.
6. Delays of Client after our mobilization to project will result in a \$410.00 per hour minimum charge.
7. Adverse weather conditions will be subject to re-scheduling of job.
8. Lawhorne Brothers Paving requires a minimum of N/A tons of base stone and N/A tons of asphalt mix per

ORIGINAL PLEASE SIGN AND RETURN UPON ACCEPTANCE

DEPARTMENTAL FUNDS TRANSFER

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

Transfer Jrrl ID#:

DT-2

See Processing Instructions Below

Requester Steve bond Department Name: Wastewater Treatment Plant Date of Request: 9/21/2017 Fiscal Year: 2018
 Phone #: _____ Email Address: sbond@altavista.gov

Reason for Transfer:

Transfer of funds within the department to cover the cost to replace the Solids PC that is currently running Windows XP. Windows XP was deemed end of life on April 8th 2014. There is no antivirus or windows pathcing working on this desktop.

Excluding Salary/Wages Line Items

DEBIT: (Charge)

Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
050-5101-702-60-02	\$1,970.00	Mat & Suppl / Office Supplies	
Total Debits:		\$1,970.00	

CREDIT:

Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
050-5101-702-60-50	-\$1,970.00	Mat & Suppl / Lab Test Equip	
Total Credits:		-\$1,970.00	

Total Credits and Total Debits must be equal zero.

Approvals Required:

Jobie C. Shultz 9/25/2017
 Prepared By Date Phone

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

DEPARTMENTAL FUNDS TRANSFER

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

Transfer Jmnl ID#:

DT-3

See Processing Instructions Below

Requester Mike Milnor Required Department Name: Police Department Required Date of Request: 10/11/2017 Fiscal Year: 2018
Phone #: _____ Email Address: mmilnor@altavistava.gov

Reason for Transfer:

Transfer of funds that were originally budgeted in the office supplies line item for the replacement of the evidence computer, within the department to cover the cost to upgrade the Evidence System that is part of the technology upgrade that Council approved at the October 10th meeting.

Excluding Salary/Wages Line Items

DEBIT: (Charge)

Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-3101-501.81-04	\$500.00	CIP / Replacement - Equipment	

Total Debits: \$500.00

CREDIT:

Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-3101-501.60-02	-\$500.00	Office supplies	

Total Credits: -\$500.00

Total Credits and Total Debits must be equal zero.

Approvals Required:

Robin C. Philtrix 10/11/2017
Prepared By Date Phone

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



Town of Altavista, Virginia Work Session Agenda Form

Meeting Date: October 24, 2017

Agenda Item #: | **6c** |

Attachment #: | **7** |

Agenda Placement: | Items for Discussion |

Subject Title: | CY 2018 Town Council Meeting Schedule |

SUBJECT HIGHLIGHTS

For the past two years, Town Council has met on the second and fourth Tuesday of each month, with the first meeting being a Regular Meeting held at 7:00 p.m. and the second meeting being a Work Session held at 5:00 p.m. Presentation of this calendar allows the Town Council the opportunity to consider in advance any conflicts the meeting schedule may have with other events or holidays and make changes to times or dates accordingly.

Christmas Day falls on the fourth Tuesday of the month of December which would be the Work Session date. Staff would ask that Council consider either cancelling the December Work Session or rescheduling to another date.

Staff asks that Council adopt the CY 2018 Town Council Meeting Calendar so that the dates can be included in the 2018 Town Calendar.

Action(s) requested or suggested motion(s): Adopt the CY2018 Council Meeting Schedule, per Council's discussion.

CY 2018 Town Council Schedule Town of Altavista

The Altavista Town Council meets the second Tuesday (Regular Meeting) at 7:00 p.m. and the fourth Tuesday (Work Session) at 5:00 p.m. of each month in the Town Hall Council Chambers of the J.R. "Rudy" Burgess Municipal Building, located at 510 Seventh Street. Except for periods of closed session that may be called within a meeting, the business sessions are open to the public. The following schedule is for regular meetings (RM) and work sessions (WS) for Calendar Year 2018. The Mayor and Town Council also may meet at other times and/or places in Special Meetings, which also are open to the public.

Month	Date
January RM	January 9 th
January WS	January 23 rd
February RM	February 13 th
February WS	February 27 th
March RM	March 13 th
March WS	March 27 th
April RM	April 10 th
April WS	April 24 th
May RM	May 8 th
May WS	May 22 nd
June RM	June 12 th
June WS	June 26 th

Month	Date
July RM	July 10 th
July WS	July 24 th
August RM	August 14 th
August WS	August 28 th
September RM	September 11 th
September WS	September 25 th
October RM	October 9 th
October WS	October 23 th
November RM	November 13 th
November WS	November 27 th
December RM	December 11 th
December WS	December 25 th ★

★ Holiday or Event Conflict



Town of Altavista, Virginia Work Session Agenda Form

Meeting Date: October 24, 2017

Agenda Item #: | **6d** |

Attachment #: | **8** |

Agenda Placement: | Items for Discussion |

Subject Title: | Capital Improvement Plan project update |

SUBJECT HIGHLIGHTS

Staff will provide Town Council an update on CIP projects that are included in the FY2018 Budget/CIP.

Items that may be of particular interest:

- Canoe Launch (Dalton's Landing)
- Park Bathroom Upgrades
- Council Chambers Audio/Visual Upgrades
- Firing Range Development
- Master Planning for Parks and Trails
- English Park Paving
- Transit bus replacement
- WWTP items
- WTP items

The listing of CIP projects for FY2018 is attached. More detailed information about the projects can be found in the FY2018 Budget/CIP document.

Council Discussion: This item is Informational only but staff would welcome feedback.

Budget/Funding: The items are budgeted for in the FY2018 budget.

Town of Altavista
CIP Funding Sources
FY 2018 ADOPTED BUDGET

CIP FUNDING SOURCES FOR FY2018							
Item or Project	General Fund	Enterprise Fund	Highway Fund	CIP Reserves	Grants	Other	Description
Upgrade small business server and licenses	\$ 13,500.00						
Install security upgrades throughout Town Hall	\$ 25,000.00						
Replace and update council chambers A/V systems	\$ 35,000.00						
Restoration of lime plaster in Brick Kitchen (Avoca)	\$ 22,000.00						
Replace milk house roof and base planks (Avoca)	\$ 3,500.00						
Joint investment sharing Dearing Ford Comm. Center (ED)	\$ 34,000.00						
Replace 10 Motorola mobile radios (PD)	\$ 27,000.00						
Replace 1 patrol (PD)	\$ 43,000.00						
Firing Range Development	\$ 10,000.00						
Sidewalk, curb and gutter (PW)			\$ 150,000.00				
Route 43 Gateway project				\$ 12,200.00	\$ 48,800.00		VDOT MAP21- Engineering services
Replace 1999 Dump Truck (PW)	\$ 54,500.00			\$ 85,500.00			
Replace pavilion roof at English Park (PW)	\$ 8,000.00						
Upgrade bathrooms at English Park (PW)	\$ 31,000.00						
Upgrade bathrooms at Shreve Park (PW)	\$ 31,000.00						
Replace English Park Playground Equipment	\$ 100,000.00						
Allocated for replacement of street sweeper in FY2019 (PW)	\$ 50,000.00						Earmark for future yr.
Allocated for construction of pole building in FY2019 (PW)			\$ 67,500.00				Earmark for future yr.
Engineering services- Trail Master Plan (REC)	\$ 40,000.00						
Development & Constuction of Canoe Launch (REC)	\$ 7,000.00					\$ 339,400.00	Current earmark + donations
18- hole Frisbee Golf English Park (REC)	\$ 20,500.00						
Paving- Town English Park (REC)	\$ 66,650.00		\$ 43,350.00				
Purchase 15 passenger BOC bus (TRANS)	\$ 12,800.00				\$ 51,200.00		DRPT/FTA Federal funds 80/20% match
Replace Hydraulic Cylinders and Lamps for UV system (WWTP)		\$ 45,000.00					
Replace 1992 dump truck (WWTP)		\$ 110,000.00		\$ 90,000.00			Earmarked in FY2017 Enterprise
Replace clarifier 1 (WWTP)		\$ 250,000.00					
Replacement of 40hp pump and motor at Pump Stations (WWTP)		\$ 33,000.00					
Replace 100hp blowers (WWTP)		\$ 15,000.00					
Replace feed pump for press system (WWTP)		\$ 25,000.00					
Tank maintenance and repair (WTP)		\$ 198,600.00					
Rt 43 Gateway- Water, Waste water, Storm water	\$ 110,710.00	\$ 368,110.00					
Install manual transfer switches at pump stations				\$ 65,000.00			Earmarked in FY2017 Enterprise
Right of way clearing (Water/Wastewater)		\$ 60,000.00					
Install SCADA System (Phased) (WTP)		\$ 152,000.00					
Install Abbott water meter vault (WTP)		\$ 50,000.00					
Install Dearing Ford water sustaining valve vault (WTP)		\$ 30,000.00					
Purchase Skid steer, forks, buckets, mulching head	\$ 20,000.00	\$ 80,000.00					
TOTAL	\$ 765,160.00	\$ 1,416,710.00	\$ 260,850.00	\$ 252,700.00	\$ 100,000.00	\$ 339,400.00	\$ 3,134,820.00
Percent Per Funding Source	24%	45%	8%	8%	3%	11%	100%
							\$ 2,795,420.00