



Town of Altavista, Virginia
Meeting Agenda
Town Council Work Session
Tuesday, August 27, 2019
5:00 p.m. – Council's Chambers

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

- 1. Call to Order**
- 2. Agenda Adoption**
- 3. Recognitions and Presentations**

a. Source Water Protection Introduction

4. Public Comment (Agenda Items Only)

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

5. Public Hearing

a. Consideration of Purchase of Property for Business or Industry

6. Items for Discussion

- a. Dalton's Landing (Canoe Launch) Update**
- b. WWTP Electrical Upgrade Project Bid Recommendations**
- c. Main Street Sidewalk Extension Project Draft**
- d. Annual Delinquent Tax list/FY2019 Budget Amendments**
- e. Bedford Avenue Park Sidewalk options**
- f. SolSmart Designation Consideration**
- g. Recreation Committee Report/Recommendation**
- h. Police Department Items**
 - i. APD Request – Zuercher System Two Factor Authentication component**
 - ii. Breast Cancer Awareness Month– Police Badges**
- i. Updates**
 - i. Utility "Cost Share" Program Update**
 - ii. Tax Billing Update**

7. Public Comment (Non Agenda Items)

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

8. Matters from Council**9. Closed Session (*if needed*)**

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

10. Adjournment

THE TOWN OF ALTAVISTA IS COMMITTED TO FULL COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT STANDARDS. TRANSLATION SERVICES, ASSISTANCE OR ACCOMODATION REQUESTS FROM PERSONS WITH DISABILITIES ARE TO BE REQUESTED NOT LESS THAN THREE (3) WORKING DAYS BEFORE THE DAY OF THE EVENT. PLEASE CALL (434) 3269-5001 FOR ASSISTANCE.



TOWN OF ALTAVISTA TOWN COUNCIL AGENDA COVER SHEET

AGENDA LOCATION:

Public Hearing(s)

MEETING DATE:

August 27, 2019

ITEM #: 5a**ITEM TITLE:**

Consideration of Purchase of Property for Business & Industry

DESCRIPTION/ACTION:

The Altavista Town Council approved a Boundary Line Adjustment with Campbell County in regard to property known as the Dearing Ford Business and Manufacturing Center (Tax Map #s: 69-8-6A, 6B, & 6C ; 69-8-3). The Campbell County Board of Supervisors have previously approved the Boundary Line Adjustment as well as the sale of the property.

Pursuant to § 15.2 – 1802 of the Code of Virginia, 1950, as amended, “a town may acquire land within its boundaries or within three miles outside its boundaries, for the development thereon of business and industry. No such land shall be acquired until the governing body has held a public hearing concerning such proposed acquisition.”

Tonight the Town Council will conduct a public hearing in regard to this matter.

BUDGET/FUNDING:

Payment of \$1,000,000 to Campbell County (from Reserves)

RECOMMENDATION:

Staff recommends the Town Council direct staff to work with Campbell County to finalize the purchase of the property known as Dearing Ford Business and Manufacturing Center (Tax Map #s: 69-8-6A,6B,&6C;; 69-8-3) and authorize the Town Manager and/or Town Attorney to execute all required documents.

POTENTIAL ACTION:

Motion to purchase the Dearing Ford Business and Manufacturing Center (Tax Map #s: 69-8-6A,6B,6C; 69-8-3) from Campbell County for \$1,000,000 and authorize the Town Manager and/or Town Attorney to execute all required documents.

Attachments:

- *Public Hearing Notice*
- *Property flier for Dearing Ford Business and Manufacturing Center*

Aug. 13, 2019 3:49AM

J. Johnson Eller, Jr.

I have
Received
his Notice
of Public Hearing
on 8-13-19 the dates
will run as requested.

Law Offices of
J. JOHNSON ELLER, JR.
P.O. Box 209
712 Main Street
Altavista, VA 24517
Phone: (434) 369-5661
Fax: (434) 369-5663

FAX TRANSMISSION COVER SHEET

DATE: August 13, 2019

TO: Altavista Journal (369-6689)
Classified Ad/Legal Notice Department

FROM: John Eller

RE: Notice of Public Hearing

NUMBER OF PAGES INCLUDING COVER PAGE: 2

COMMENTS:

Attached please find a copy of a legal notice to be published in the Journal on August 14, 2019 and August 21, 2019.

Please send the invoice for this publication to the Town of Altavista, P.O. Box 420, Altavista, VA 24517.

Please provide my office with written confirmation of receipt of this fax and that the ad will run in the Journal on the above-captioned publications. Thanks.

John

Please verify that all pages were received and call the sender if there is a discrepancy.

The information contained in this facsimile message is attorney privileged and confidential information intended only for the use of the individual or entity named above. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution or copy of this communication is strictly prohibited. If you have received this communication in error, please immediately notify us by telephone and return the original message to us at the above address via the U. S. Postal Service.

Thank you.

* * * Communication Result Report (Aug. 13. 2019 8:49AM) * * *

1) J. Johnson Eller, Jr.
2)

Date/Time: Aug. 13. 2019 8:48AM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
9402 Memory TX	3696689	P. 2	OK	

Reason for error

m. 1) Hang up or line fail
m. 3) No answer
m. 5) Exceeded max. E-mail size

E. 2) Busy
E. 4) No facsimile connection

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TOWN OF ALTAVISTA
NOTICE OF PUBLIC HEARING
PURCHASE OF PROPERTY FOR BUSINESS & INDUSTRY

PLEASE TAKE NOTICE that on the 27th day of August, 2019, at the hour of 5:00 p.m., in the J. R. "Rudy" Burgess Town Hall, 510 7th Street, Altavista, Virginia 24517 the Town Council will conduct a public hearing on the proposed purchase by the Town of Altavista from Campbell County of certain parcels of land to be used for development of business and industry pursuant to Va. Code Ann. § 15.2-1802.

A proposed Boundary Line Adjustment Agreement between Campbell County and the Town of Altavista was accepted by the Board of Supervisors of Campbell County at its meeting on August 6, 2019, and by the Council of the Town of Altavista at its meeting August 13, 2019, which Boundary Line Adjustment Agreement will be presented to the Campbell County Circuit Court for approval.

Campbell County and the Town of Altavista have proposed that, upon said approval Campbell County will sell and the Town will purchase the Dearing Ford Business and Manufacturing Center (Campbell County Tax Map Nos. 69-8-6A, 6B, & 6C; 69-8-3) for a consideration of \$1,000,000.00. The Campbell County Board of Supervisors approved the proposed sale at a meeting on August 6, 2019.

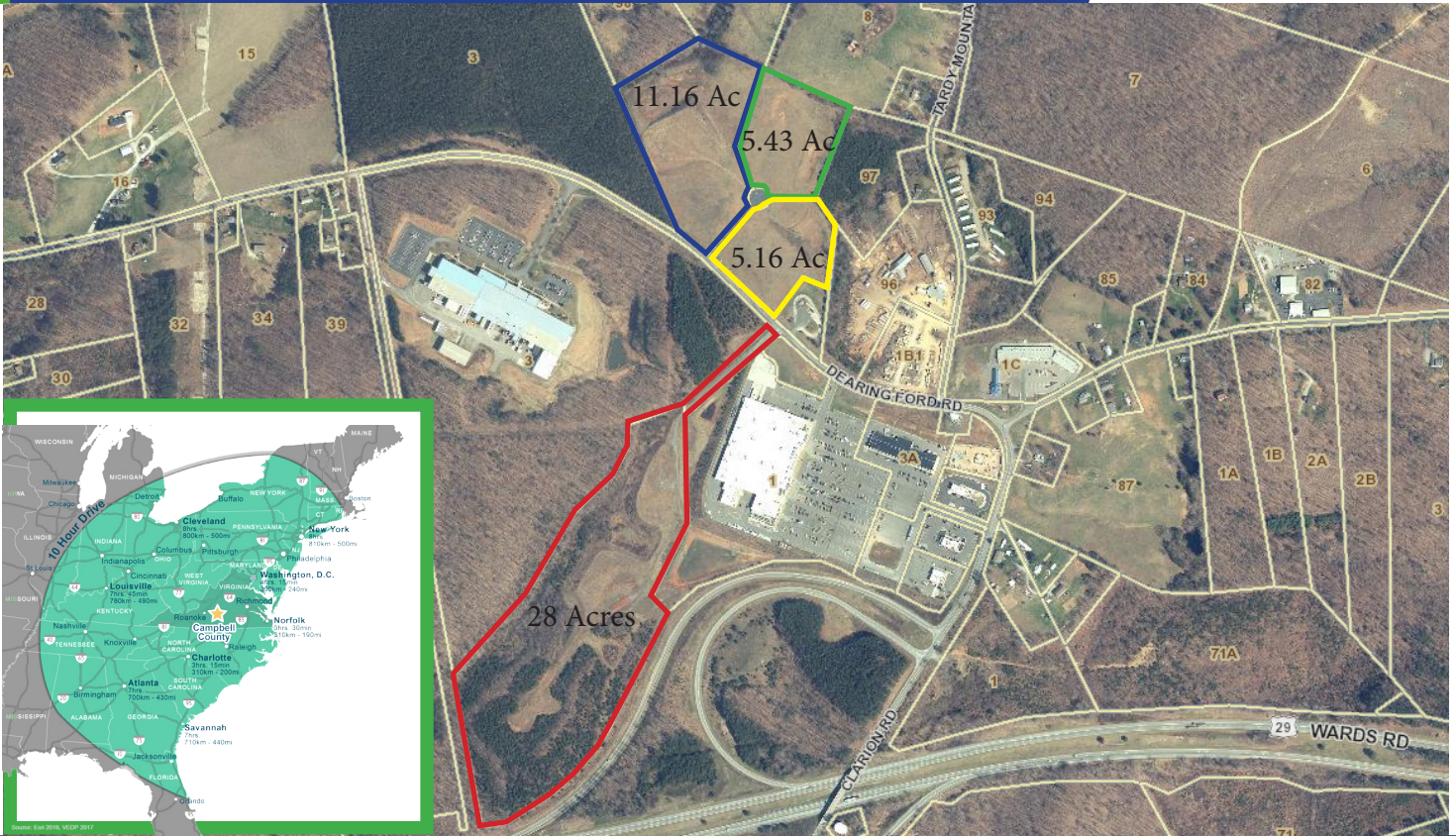
The proposed Boundary Line Adjustment Agreement between the Town of Altavista and the County of Campbell, Virginia, including Exhibit "A" containing a description of the Boundary Line Adjustment Area and a metes and bounds description of the proposed territory to be included within the boundaries of the Town of Altavista, and the proposed General Warranty Deed to the Town of Altavista concerning the Dearing Ford Business and Manufacturing Center (Campbell County Tax Map Nos. 69-8-6A, 6B, & 6C; 69-8-3) are both on file in the Office of the Clerk of the Town of Altavista in the J. R. "Rudy" Burgess Town Hall, 510 7th Street, Altavista, Virginia, and can be examined there between the hours of 9:00 a.m. and 5:00 p.m. Monday through Friday.

The public is invited to attend and make their views known at the meeting of the Town Council of the Town of Altavista on the 27th day of August, 2019. 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. Waverly Coggsdale, III
Town Manager
Town of Altavista

FOR SALE

5.16-28 Acres ± - Dearing Ford Business & Manufacturing Center

**READ & CO. REALTORS****Business Lane, Altavista, VA 24517**

Property Information:

Acreage:

5.16 - 28 Acres ± (Virtual Building Plans Available)

Location:

Located in Altavista VA just off of U.S. Route 29. 25 miles North of the Lynchburg Regional Airport and 60 Miles from I-81.

Taxes:

Real Estate - \$0.52 per \$100 Assessed Value
 Business Personal Property - \$1.11 per \$100 Purchase Price (1-10 Years)
 Machinery & Tool - \$0.81 Effective Tax Rate per \$100 Original Purchase Price

Rick Read**Main: 434-455-3618****rrread@realestatelynchburg.com****Ricky Read, CCIM****Cell: 434-841-3659****Main: 434-455-2285 ext. 101****ricky@realestatelynchburg.com**

Details:

Zoning:

I-H (Industrial Heavy)

Power:

Southside Electric Cooperative

Telecommunications:

Century Link

Water & Sewer:

Campbell County Utilities & Service Authority

Topography:

Good

Covenants & Restrictions:

Contact Agent

Price:

Industrial- \$35,000/Acre

Commercial - \$45,000/Acre

Luke Dykeman**Cell: 434-944-3920****Main: 434-455-2285 ext. 107****lukedykeman@realestatelynchburg.com**

Coldwell Banker Commercial Read & Co. represent the seller/landlord of this property. Upon receipt of this information, Purchaser/Tenant acknowledges Coldwell Banker Commercial Read & Co's fiduciary responsibilities are to the Seller/Landlord.

WWW.CBCREAD.COM

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Coldwell Banker Commercial
Read & Co.
 101 Annjo Court, Forest, VA 24551
 434-455-2285



TOWN OF ALTAVISTA TOWN COUNCIL AGENDA COVER SHEET

AGENDA LOCATION:

Items for Discussion

MEETING DATE:

August 27, 2019

ITEM #: 6a**ITEM TITLE:**

Dalton's Landing Canoe Launch Update

DESCRIPTION:

The Town's engineering consultant, Peed & Bortz, has been working on obtaining the required National Environmental Policy Act (NEPA) documentation, this is required because funding is provided by the Federal Highway Administration. The U.S. Fish and Wildlife Service has communicated that they would require a "habitat assessment" for the Roanoke log perch to determine the impact on the species before signing off on the NEPA documentation.

Scott Bortz and town staff has had on-going conversations with USFWS and Virginia Department of Conservation and Recreation staff in regard to this item. It is anticipated that to clear this hurdle the timeline for the project will be impacted, two options that have been submitted to USFWS for addressing this item are attached. Mr. Bortz will be at the Council's Work Session to brief Council on this item and seek direction.

The Department of Conservation and Recreation "Recreational Trails Program (RTP) grant totals \$299,000 with \$6,000 allocated to Preliminary Engineering and the remaining \$293,000 for Construction. In addition, the Town previously received a \$20,500 DCR grant to assist with acquisition of the recreational easement on the Dalton property and \$75,000 has been received in donations for the project. The Town previously allocated \$40,000 towards "soft costs" associated with the project to enhance the grant application. The total project cost estimate is \$374,087.

Staff seeks Council's direction on this item.

BUDGET/FUNDING:

All required funding is in place, based on receipt of the DCR grant.

POTENTIAL ACTION/PROPOSED MOTION:

Provide direction on how to proceed with this item.

ATTACHMENTS:

- *Peed & Bortz Options for proceeding toward NEPA documentation*

The options listed below were communicated to USFWS by Peed & Bortz they appear to be two viable options regarding the in-stream work due to our TOYR (*time of year restrictions*) from 15 April to 15 July.

Option 1:

Install cofferdam prior to 14 April 2020

Work within the cofferdam to complete in-stream work (approx. 45 days)

Remove pump from cofferdam and let cofferdam flood.

Complete remainder of bank side work

Contractor would remove the cofferdam on 16 July 2020

Project is ready for public use on 16 July 2020

Option 2:

Contractor commences bank side work late spring or early summer 2020.

Install cofferdam on 16 July 2020

Work within the cofferdam to complete in-stream work (approx. 45 days)

Contractor would remove the cofferdam on 1 September 2020

Project is ready for public use on 1 September 2020

I think Option 1 would be preferable as it gives an additional 45 days of public use for the 2020 season.



TOWN OF ALTAVISTA TOWN COUNCIL AGENDA COVER SHEET

AGENDA LOCATION:

Items for Discussion

MEETING DATE:

August 27, 2019

ITEM #: 6b**ITEM TITLE:**

WWTP Electrical Upgrade – Bid Recommendations

DESCRIPTION:

Scott Bortz of Peed & Bortz will be present to cover two different bid recommendations related to the WWTP Electrical Upgrade project.

1: Generator Bid

Attached please find a letter from Peed & Bortz in regard to their recommendation on the purchase of a Kohler generator for the WWTP Electrical Upgrade project.

This project is a multi-phase project over the next several years. It is anticipated that the costs associated with this item, as well as the rest of the project, would utilize bond proceeds. At this time, the Town will pay for the expenses and once the borrowing is complete, the Town can be reimbursed.

2. Phase I Electrical Improvements

Attached please find a letter from Peed & Bortz in regard to their recommendation to rebid this project. Scott Bortz will be on hand to answer any questions in regard to this item.

BUDGET/FUNDING:

Town would utilize “Reserve” funds and reimburse itself once the bond proceeds are available later this year.

POTENTIAL ACTION/PROPOSED MOTION:

1. Motion to approve the recommendation to purchase the Kohler generator as presented.
2. Motion to rebid the Phase I Electrical Upgrade project, as outlined.

ATTACHMENTS:

- *Peed & Bortz recommendation letter (1)*
- *Peed & Bortz recommendation letter (2)*

PEED & BORTZ, L.L.C.
Civil/Environmental Engineers

C. Elvan Peed, P.E.

Scott Bortz, P.E.

Martin Jansons, P.E.

16 August 2019

Mr. J. Waverly Coggsdale
Town Manager
Town of Altavista
510 Seventh Street
PO Box 420
Altavista, Virginia 24517

Re: WWTP Electrical Improvements
Generator recommendation to purchase
JN 18-47

Dear Mr. Coggsdale,

Peed & Bortz, LLC recommends that the Town of Altavista purchase the Kohler generator based on the attached low bid in the amount of \$489,266.30.

The Town of Altavista is a member of Sourcewell (formerly NJPA – National Joint Powers Alliance), which is a Cooperative Purchasing Group of over 50,000 government, education, and nonprofit organizations. Sourcewell holds hundreds of competitively solicited cooperative contracts, including with Caterpillar and Kohler, which are the two most common municipal grade generator manufacturers. The factory discounts included in the Sourcewell contracts allow the generator suppliers to sell the equipment directly to the Town at a lower price than they can otherwise offer to contractors.

The Town has received equipment quotes from the authorized Kohler and Caterpillar generator suppliers for the new 1750 KW wastewater treatment plant generator per pricing through the Sourcewell contracts. Copies of the quotes are attached and summarized below:

<u>Generator Manufacturer</u>	<u>Supplier</u>	<u>Quote</u>
Kohler	Fidelity Power Systems	\$ 489,266.30
Caterpillar (CAT)	Carter Machinery Company, Inc.	\$ 611,975.12

Kohler will comply with requested payment and delivery terms regarding the purchase. Delivery will be coordinated with Town staff after July 2020 at which point payment for the purchase will be required. This purchase includes a 5 year comprehensive warranty which will commence when the generator is delivered. Terms for both generators are attached as well.

Peed & Bortz, LLC is providing this procurement information to DEQ-Roanoke to determine whether the Sourcewell purchase would meet DEQ procurement requirements. The Town of Altavista applied for project funding with a 2020 VCWRLF application to DEQ in July 2019. If the Town receives funding through this fund, this purchase may be reimbursable from DEQ.

Please let me know if you have any questions or need any additional information.

Sincerely;



Scott Bortz, P.E.
Project Engineer

Cc: Tom Fore, Director of Utilities, Town of Altavista
Charles Via, DEQ Roanoke

PEED & BORTZ, L.L.C.
Civil/Environmental Engineers

C. Elvan Peed, P.E.

Scott Bortz, P.E.

Martin Jansons, P.E.

16 August 2019

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Town of Altavista
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The Town has received equipment quotes from the authorized Kohler and Caterpillar generator suppliers for the required 1750 KW generator per pricing through the existing Sourcewell contracts. Copies of the quotes are attached and summarized below:

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Peed & Bortz, LLC is providing this procurement information to DEQ-Roanoke to ensure that this purchase may be reimbursable should the Town be awarded funding through the 2020 VCWRLF. Peed & Bortz, LLC submitted an application to DEQ in July 2019 which included funding for this purchase.

Please let me know if you have any questions or need any additional information.

Sincerely;



Scott Bortz, P.E.
Project Engineer

Cc: Tom Fore, Director of Utilities, Town of Altavista
Charles Via, DEQ Roanoke



Bid Date: August 14, 2019 10:59 AM
Customer: Town of Altavista
Project: Altavista WWTP – Factory Enclosure

KOHLER POWER SYSTEMS

Model: KD1750 **kW:** 1750 **Voltage:** 277/480 **Phase:** 3 **Wire:** 4 **Hertz:** 60
Fuel: Diesel **Cooling:** Radiator **Configuration:** Outdoor

Bill of Materials

(1) Generator configured as follows:

Certifications:

- UL2200
- EPA Tier 2 – Certified for Stationary Emergency Applications

Options Installed on Generator:

Controller:

- APM802 Touch Screen Controller with display of voltage, amperes, frequency, power, power factor, reactive power, accumulated run time, oil pressure and temperature, fuel level, with integral generator protection & Modbus communication.
 - Controller options:
 - Dry Contacts I/O module
 - Run Relay
 - Manual Speed Adjust

Enclosure:

- Kohler factory Sound Attenuated outdoor weather housing, with internally mounted critical silencer designed to reduce ambient noise level to approximately 79 dBA at 23.00 Feet.
 - Enclosure Options:
 - Includes electric package with AC/DC lights, outlets and switch.
 - Bird Screen shall be installed covering all air inlets
 - Please enter the content IF your condition is met

Fuel Tank:

- 5808 gallon capacity, sub-base fuel tank UL 142 Listed, double-wall construction, equipped with fuel level gauge, low level alarm, and fuel-in-rupture-basin-alarm. Sized to run for 5808 hours at 100% load.

Engine Options:

- Electronic Governor
- Steel skid base with end caps and lube oil drain extension
- Initial fill of Lube Oil and Anti-Freeze
- (1) Battery Set with Cables
- Kohler Battery Charger 20 Amp
- Block Heater 9000 watts 120 volts



- Rodent Guards for alternator

Circuit Breaker

- (1) Square D, frame, 3000 amp circuit breaker
 - trip
 - 100% Rated

Fuel Polishing System:

AXI- STS 6004 110-60 4GPM Automated Fuel Maintenance System – 120V-60Hz - Indoor Mounted inside the enclosure

Ship Loose Items:

- (1) Flexible Fuel Connection
- (1) Remote Annunciator, Gen Only
- (1) Operations and Maintenance Manual (electronic copies available)

Testing and Warranty:

- Certified Factory Test Report
- Job Site Delivery - Off loading by Others
 - Unit overall Dimensions: 439”L X 180”H X 119”W
 - Overall weight 59,153lbs.
 -
- Initial Startup and Customer Demonstration
- Jobsite load test with portable resistive load bank – assuming reasonable access
- Warranty: 5 Year - Comprehensive

Transfer Switch: -N/A

Custom Stairs and Platforms

ACCESS STAIRS UNIT WITH HANDRAIL WITH TOEGUARDS
ALL ALUMINUM WELDED CONSTRUCTION WITH MOLDED FIBERGLASS GRATING STEPS AND
DECK AREAS.
DECK SIZE: 164”L X 42”W X 48”H
OVERALL DIMENSIONS: 216.5”L X 42”W X 90”H APPROXIMATE WEIGHT: 460 LBS
EACH

OSHA COMPLIANT PER 1910 SUBPART D - WALKING-WORKING SURFACES
1910.25 - STAIRWAYS
1910.29 - GUARDRAILS

SCOPE

This proposal was prepared using the provided scope:

Scope of Generator

Drawings: not provided

Addendums:

**Clarifications and Notes:**

1. All fuel required shall be by others.
2. No anchor bolts are included with our proposal
3. Any installation not specifically mentioned in this proposal will be by others.
4. No infra-red, emissions or third party testing is included as a part of this proposal.
5. Lugs other than those provided as standard on the proposed circuit breakers and ATS's shall be provided by others.
6. If items are marked as "ship loose", they shall be installed by others.
7. Fidelity Power Systems makes NO Representation of outlined equipment's ability to fulfill requirements for EPA, state or local emissions requirements. All stack testing onsite, Fidelity Power Systems will be provided in a separate proposal for this service.
8. Federal & State code compliance is strictly the responsibility of the owner and their engineers or representatives.



Pricing Policy: The equipment and services listed in this quotation constitute the only items being offered and are our interpretation of the specifications and application requirements. No other items or accessories are included or implied. Fidelity Engineering is quoting this project as a material supplier only and is therefore exempt from provisions in the contract documents, if any, pertaining to subcontractor performance and retainage.

Note: This quotation expires in 60 days unless extended by Fidelity Engineering.

Sales Tax: This quotation does not include any applicable sales or use taxes.

Lead Time: - Generator to be purchased and order before 12-31-19 with delivery scheduled for the July of 2020.

Item	List Price	Sourcewell Member Discount	Net Price
Kohler KD1750 Genset with Enclosure and Tank	\$683,002.00	35%	\$443,951.30
ATS – Not Included			
Stairs and Platforms	\$8,550.00	5%	\$8,122.50
Freight	\$19,300.00	5%	\$18,335.00
AXI Fuel Polisher, Installation of Polisher, Start-Up, Testing & Training	\$19,850.00	5%	\$18,857.50
Total Source Price			\$489,266.30

Kohler – Factory BOM

Includes the following options	
Literature Languages	English
Approvals and Listings	UL2200 Listing
Engine	KD1750, 60Hz, EPA Tier 2
Nameplate Rating	Standby 130C Rise
Voltage	60Hz, 277/480V, Wye, 3Ph, 4W
Alternator	KH06810TO4D
Cooling System	Unit Mounted Radiator, 40C
Skid and Mounting	Skid, Standard Iso Mount
Air Intake	Heavy Duty
Controller	APM802
Controller Accy. Installed	Digital I/O
Enclosure Type	Sound Level 2
Enclosure Material	Aluminum
Enclosure Electrical Package	Basic Electrical Pkg. 1 Ph
Enclosure Electrical Acc.	Exhaust Ventilation Fan
Enclosure Electrical Acc.	Wire Battery Charger
Enclosure Electrical Acc.	Wire Block Heater
Enclosure Electrical Acc.	Wire Controller Heater
Enclosure Heater	Enclosure Heater



Enclosure DC Lighting	DC Lights
Enclosure Emergency Stop	Emergency Stop Switch, Qty 1
Enclosure Service AMPs	200 AMP Enclosure Service
Enclosure Silencer	Internal Silencer
Enclosure Air Inlet	Aluminum Motorized Inlet
Enclosure Air Outlet	Aluminum Motorized Outlet
Fuel Tank Type	State
Subbase Fuel Tank Capacity	5,808 Gallons
Fill Pipe/Spill Fill Options	5 Gal Spill Fill Containment
Fuel Tank Options	Fuel In Basin Switch, FDEP
High Fuel Switch	3 Alarm Fuel Tank Panel FDEP
Tank Marking Options	Combust Lqds - Keep Fire Away
Tank Marking Options	NFPA 704 Identification
Tank Marking Options	Tank Number & Safe Fill Height
Starting Aids, Installed	9000W, 240V, 1Ph, w/Valves
Electrical Accy., Installed	Batt. Rack & Cables
Electrical Accy., Installed	Battery Charger, 24V-20AMP
Rating, LCB 1 Right	100% Rated
Amps, LCB 1 Right	3,000
Trip Type, LCB 1 Right	Electronic, LSIG (GFI)
LCB1 Right Interrupt Rating	100kA At 480V
Aux Contact, LCB 1 Right	Auxiliary Contact, Qty.1
LCB Accy. Installed	Ground Fault Relay Indication
Fuel Lines, Installed	Flexible Fuel Lines
Fuel System Acc., Installed	Fuel/Water Separator
Fuel System Acc., Installed	Fuel/Water Separ. Restrict. Gauge
Exceeds LTL Shipping Height	Deliver in Multiple Shipments
Miscellaneous Accy., Installed	Air Cleaner Restriction Ind.
Miscellaneous Accy., Installed	Coolant in Genset
Miscellaneous Accy., Installed	Oil in Genset
Warranty	5 Year Comprehensive
Testing, Additional	Power Factor Test, 0.8, 3Ph Only
RSA III Annunciator	
Lit Kit NFAP-110 KD1750	
11302009200-KP3	Tank Installation Hardware

Thank you for the opportunity to provide this quotation – Jim Porter

Please feel free to contact me with any further inquiries 540-519-5343

*CREDIT TERMS: Net 30. Acceptable methods of payment: Check, ACH, Visa, MasterCard, American Express
Credit card payments subject to a convenience fee equal to 3% of the total purchase price.*

Customer Acceptance:

This proposal is accepted per the price reflected on this document. Fidelity Powers Systems requires a formal purchases order to proceed with any order.

Buyer ____ (quantity) of submittals ____ electronic only submittals

Name (print)

Company



Title

Signature

Date

Scott Bortz

From: Grant Beasley <GBeasley@MasterEngineersInc.com>
Sent: Thursday, August 15, 2019 5:22 PM
To: scott@peed-bortz.com
Subject: FW: Altavista WWTP

Scott:

See below from the Kohler rep for corrected generator run time and payment/warranty details.

Thanks,

Grant Beasley, PE, LEED AP BD+C
Electrical Design Engineer



From: Jim Porter [mailto:jporter@fidelityengineering.com]
Sent: Thursday, August 15, 2019 5:06 PM
To: Grant Beasley <GBeasley@MasterEngineersInc.com>
Subject: RE: Altavista WWTP

1. The fuel tank is sized for 48 hour run time @ 100%
2. No payment will be due until after July 2020. The generator will not ship to site after July 1 2020.
3. Warranty will not start until after the START-UP is completed.

Let me know what other question you may have.

Thank you,

Jim Porter

Kohler Commerical Generator Sales
Cell: 540-519-5343
Fax: 540-265-2544



From: Grant Beasley <GBeasley@MasterEngineersInc.com>
Sent: Thursday, August 15, 2019 4:33 PM
To: Jim Porter <jporter@fidelityengineering.com>
Subject: FW: Altavista WWTP

Jim:

Carter Machinery Company, Inc.

1330 Lynchburg Turnpike; Salem VA 24153

Troy Kincer

Phone (540) 682-2011

Wannie Cook

Phone (757) 995-7530

July 1, 2019**Quotation No. 30618695-01-R1****Project: Town of Altavista – Waste Water Treatment Plant****SOURCEWELL MEMBER CONTRACT ITEMS****ENGINE-GENERATOR BASE MODEL**

- EPA STATIONARY EMERGENCY CERTIFIED
 - 512DRC7_I [CAT 3512CHD, 1750KW STANDBY RATED, 277/480Vac, 3-PHASE, 0.8PF, 60HZ, 1800RPM, DIESEL-FUELED PACKAGE GENERATOR SET]

Package meets U.S. EPA Tier 2 emission standards for Stationary Use only during defined emergency conditions.

Feature Code	Qty	Description
• STANDBY_I	1	STANDBY POWER
• CERTESE_I	1	EPA STATIONARY EMERGENCY
• ULLIST_I	1	UL 2200 LISTED PACKAGE GEN SET
• NONCSA_I	1	NO CSA CERTIFICATION
• NONIBC_I	1	NO SEISMIC CERTIFICATION
• 60H0480_I	1	60HZ 480 VOLT (WYE)
• KW01750_I	1	60 Hz, 1750 EKW W/FAN
• 512DRC7_I	1	3512CHD 60HZ LV PKG 1750 kW
• GENT105_I	1	105C TEMP RISE OVER 40C AMB
• OGPM800_I	1	1625/2 RW PM ALT 800
• EMCP42P_I	1	EMCP 4.2B CONTROL PANEL
• LANENGCI_I	1	ENGLISH PANEL LANGUAGE
• LANENGO_I	1	ENGLISH INSTRUCTION LANGUAGE
• ESCNONE_I	1	STANDARD WARRANTY
• MSEPGGN_I	1	GENERAL EPG
• MSCEC77_I	1	PUBLIC OR CIVIL SERVICES
• MWCODEF_I	1	STANDBY POWER
• PNLFBHS_I	1	CONTROL PANEL MOUNTING -REAR
• EMCPM42_I	1	EMCP4.2B CONTROL PNL NON RECES
• EUIHN01_I	1	ENGINE INTERFACE HARNESS EUI 1
• BOXGN30_I	1	GENERATOR TERMINAL BOX
• CPMNTBY_I	1	RR CP/AUX MTG WITH RR EXT BOX
• ANNCL01_I	1	1ST CUSTOM LOCAL ANNUN 01

• ANNC001_S	1	QTY REMOTE ANNUNC (1-5)
• TMCETH1_I	1	ETHERNET ONLY
• EMCSDP3_I	1	LOCAL DISCRETE I/O PACKAGE P3
• GENRTDF_I	1	GEN TEMP MONITORING PACKAGE F
• NGRDC01_I	1	NEUTRAL GROUND CONNECTION 01
• GRND012_I	1	GROUND GROUP 12
• CT30006_I	1	CT 3000:5 RATIO
• MBLVW01_I	1	LOW VOLTAGE WIRING
• MBACC02_I	1	1600 FRAME ACCESSORIES
• TOPCVRR_I	1	UPPER COVER RIGHT
• TOPCVRL_I	1	UPPER COVER LEFT
• BOTCVRR_I	1	LOWER COVER RIGHT
• BOTCVRL_I	1	LOWER COVER LEFT
• RMP1HSB_I	1	R 3000A LSIG-P 3P UL MO
• BOTCB03_I	1	BOTTOM CABLE ENTRY 3
• EMPTYPB_I	1	REAR EXTENSION BOX
• EXTBCLB_I	1	REAR EXT BOX CLOSE OUT
• SHROUDB_I	1	BOTTOM CABLE SHROUD REAR
• RCONB3B_I	1	R/NS FRAME CONN 3P BCE REAR
• BS168ML_I	1	CENTER 5000A LV MULTI BUS
• CBMRNB1_I	1	R OR NS-R FRAME CB REAR MOUNT
• CBNCTB3_S	1	REAR CB NEUTRAL CT (2500-4000)
• PRNWIR1_I	1	P-R-NS FRAME 1ST CB WIRING
• VIBIS26_S	1	LINEAR VIBRATION ISOLATOR 26
• TRCOP07_I	1	COUPLING GP- GEN 80 SHORE
• RADS142_I	1	RADIATOR-ASF44CV 42C AMB
• COOL006_I	1	COOLANT 006
• MNTRL22_I	1	3512 RAIL GP 1602-164x FRAME 2
• ACLDE60_I	1	AIR CLEANER -DUAL ELEM 60
• SEPAR03_S	1	PFF W/ FUEL WATER SEPARATOR 03
• LUBOI34_I	1	LUBE OIL 34
• MANPP01_I	1	MAN PRELUBE W/ SUMP PUMP 01
• ELSML23_I	1	DUAL ELECT STARTING MOTOR 23
• BARGP04_I	1	BARRING DEVICE - MANUAL RH 04
• WIRGP24_I	1	WIRING GP ONLY 24
• SHK0003_I	1	SPACE HEATER 03
• SPHCT01_I	1	SPACE HEATER CONTROL 01
• CRKVTS6_S	1	OPEN CRANKCASE VENT SYS 06
• EXRVAL5_I	1	EXPLOSION RELIEF VALVE 05
• BAT1206_S	1	BATT (X4) RACK AND CABLES 06

• JWHWP2Q_I	1	JACKET WATER HEATER W/ PUMP 2Q
• WIRJW33_I	1	WIRING GP-JW HEATER 33
• HTRCG02_I	1	240V JWH CONTROL
• TRSGEN7_I	1	PGS TEST REPORT @ 0.8 PF
• TRSENG1_I	1	STD ENGINE TEST CHARGE
• TRSGEN1_I	1	ALTERNATOR TEST REPORT
• TVATRS1_I	1	STD TVA REPORT
• WELL	1	AUTHORIZED APPROVAL NUMBER

TOTAL BASE MODEL LIST PRICE: \$573,984.00*
LESS SOURCEWELL MEMBER DISCOUNT (34%): (\$195,154.56)

TOTAL SOURCEWELL MEMBER BASE MODEL PRICE: \$378,829.44*
***Price does not include State or County Sales Taxes (To be added if applicable)**

OTHER SOURCED GOODS AND SUPPORT SERVICES

- CUSTOM SOUND ATTENUATED ENCLOSURE – WALK IN - 75DBA@23FT SOUND LEVEL
 - CRITICAL GRADE SILENCER & EXHAUST SYSTEM W/THERMAL BLANKETS
 - RADIATOR VERTICAL DISCHARGE AIR PLENUM W/SCREEN & ACCESS DOOR
 - REAR AIR INTAKE PLENUM W/FIXED INTAKE LOUVERS, SCREEN, SOUND PACKS
 - MOTORIZED AIR INTAKE AND DISCHARGE LOUVERS
 - (4) LOCKABLE ENCLOSURE DOORS- TWO PER SIDE OF ENCLOSURE
 - 120/240V 100A LOAD CENTER W/MAIN BREAKER 7 BRANCH BREAKERS
 - (4) LED VAPOR TIGHT LIGHTS AND (2) GFCI RECEPTACLES WITH SWITCHES
 - (2) LED EMERGENCY BATTERY LIGHTS W/120V SUPPLY
 - ENCLOSURE SPACE HEATER W/THERMOSTAT
 - EXHAUST FAN W/MOTORIZED LOUVER & THERMOSTAT
 - GENERATOR ACCESSORIES WIRED TO LOAD CENTER
 - GENERATOR OIL & COOLANT DRAINS EXTENDED TO EXTERIOR OF ENCLOSURE
- CUSTOM SUB-BASE FUEL TANK – 6000G - 48HR USABLE FUEL CAPACITY AT 100% LOAD
 - UL 142 SECONDARY CONTAINMENT SUB-BASE TANK
 - ELECTRICAL STUB UP AREA AND LIFTING PROVISIONS
 - UL/NFPA EMERGENCY AND WORKING VENT PACKAGE
 - MANUAL LOCKING FUEL FILL
 - DIRECT READ FUEL LEVEL GAUGE
 - LOW FUEL LEVEL, RUPTURE BASIN, 90% HIGH LEVEL ALARM PACKAGE
- CUSTOM PLATFORM AND STAIR ASSEMBLY – SET PER SIDE OF ENCLOSURE
- AUTOMATED FUEL MAINTENANCE SYSTEM - AXI FPS MX-F FUEL POLISHER – INSTALLED
- FACTORY AND LOCAL FREIGHT
- ON-SITE COMMISSIONING, 1.0PF LOAD TEST, AND OWNER/OPERATOR TRAINING

TOTAL SOURCED GOODS AND SUPPORT SERVICES LIST PRICE: \$245,416.51*
LESS SOURCEWELL MEMBER DISCOUNT (5%) (\$12,270.83)

TOTAL SOURCED GOODS AND SUPPORT SERVICES PRICE:\$233,145.68*
***Price does not include State or County Sales Taxes (To be added if applicable)**

TOTAL BASE MODEL AND SOURCED GOODS PRICE: \$611,975.12*

***Price does not include State or County Sales Taxes (To be added if applicable)**

GENERAL NOTES AND COMMENTS

- This proposal is based on utilizing Sourcewell Contract #120617-CAT. The Sourcewell contract number must be referenced on the purchase order.
- Any necessary Coordination Studies to be provided by others.
- All On-Site 3rd Party Agency test requirements such as NETA Acceptance Testing, Exhaust Emissions Testing, Infrared Scanning, Harmonic-Content Tests, Noise Level Tests, ect. to be provided by others.
- Startup / commissioning and testing to be performed during normal business hours M-F 7:30 AM – 4:00 PM
- Demonstration and Training to be performed during normal business hours M-F 7:30AM - 4:00 PM

RELATED ITEMS NOT INCLUDED:

- Customer is responsible for off-loading of equipment at site including any necessary crane & rigging.
- Customer is responsible for installation of equipment and compliance with all City or County Codes including any applicable permits and licenses.
- Customer is responsible for all fuel in order to complete commissioning, testing and final fill.
- This Quote does not include any applicable State or County Sales Taxes

FACTORY LEAD TIMES

- Packaged Generator Set: 24-26 weeks – After Final Approval & Release to Manufacturer.

TERMS

- Net Thirty (30) Days with Approved Credit
- Quotation is Valid for Sixty (60) Days from date of this Proposal

CARTER MACHINERY CO., INC.

By:

Troy Kincer

Troy Kincer – Power Systems Sales Representative

Wannie Cook

Wannie Cook – Power Systems Sales Engineer

Carter Machinery Company, Inc., is quoting this project as a material supplier only and is, therefore, exempt from provisions in the contract documents, if any, pertaining to subcontractor performance bonds and retainages. The equipment and services listed in this quotation are being offered as our interpretation of the specification and application requirements. We have included herein a complete listing of the equipment and services we propose to supply.

Scott Bortz

From: Grant Beasley <GBeasley@MasterEngineersInc.com>
Sent: Wednesday, August 14, 2019 3:52 PM
To: scott@peed-bortz.com
Subject: FW: Altavista WWTP
Attachments: 3512C - 1750kW Sourcewell for Altavista WWTP-480-CSAE-48-CSBT-6000-30618695-01-R1.pdf

Scott:

Attached quote from Caterpillar with the "WWTP" typo fixed.

Also, see below for payment details.

Grant Beasley, PE, LEED AP BD+C
Electrical Design Engineer

-----Original Message-----

From: Troy Kincer [mailto:Troy_Kincer@cartermachinery.com]
Sent: Wednesday, August 14, 2019 3:51 PM
To: Grant Beasley <GBeasley@MasterEngineersInc.com>
Subject: RE: Altavista WWTP

Grant,

Here you go. Attached is updated quote name changed to Waste Water Treatment Plant, sorry for that typo. This is confirmation that once submittals are approved and PO issued. Carter Machinery will order the generator, have it delivered to our facility and hold until it is needed on site in July 2020. We do not charge for holding the unit in our inventory and we do not invoice until the generator is delivered. So the Town would not receive an invoice until July 2020 or whenever the unit is delivered to site. If you need anything else just let me know.

Thanks,

Troy Kincer - Electric Power Sales
Carter Machinery Company, Inc.
1330 Lynchburg Turnpike Salem, VA 24153
540-682-2011 (office)
540-761-9172 (mobile)
800-228-7971 (store)

-----Original Message-----

From: Grant Beasley [mailto:GBeasley@MasterEngineersInc.com]
Sent: Wednesday, August 14, 2019 3:20 PM
To: Troy Kincer
Subject: RE: Altavista WWTP

PEED & BORTZ, L.L.C.
Civil/Environmental Engineers

C. Elvan Peed, P.E.

Scott Bortz, P.E.

Martin Jansons, P.E.

20 August 2019

Mr. J. Waverly Coggsdale
Town Manager
Town of Altavista
510 Seventh Street
PO Box 420
Altavista, Virginia 24517

Re: WWTP Electrical Improvements
Rejection of Bids from 15 August Opening
JN 18-47

Dear Mr. Coggsdale,

In accordance with Article 19 of the Instructions to Bidders for the above referenced project, Peed & Bortz, LLC recommends that the Town of Altavista reject all of the bids received on 15 August 2019.

Four bids were received and one of the four bids was deemed nonresponsive by Peed & Bortz, LLC at the opening. Four of the five pages from the nonresponsive bid were presented on a previous, expired bid form and the bid was not read aloud. The three remaining bids were read aloud and the results are attached to this letter. The three read bids were substantially higher than the engineer's estimate.

Peed & Bortz, LLC is exploring options to reduce the project cost and recommends re-bidding the project.

Please let me know if you have any questions or need any additional information.

Sincerely;



Scott Bortz, P.E.
Project Engineer

Cc: Tom Fore, Director of Utilities, Town of Altavista

WWTP Phase I Electrical Upgrades

Town of Altavista, Virginia

August 15, 2019

2:00 p.m.

BID TABULATION

<u>CONTRACTOR</u>	<u>AKNOW ADD</u>	<u>00430 BID BOND</u>	<u>Bid</u>	<u>Notes</u>
Jamerson-Lewis Construction	X	X	\$ 604,000.00	
Littleton & Associates, Inc.	X	X	\$ 770,000.00	
Price Buildings, Inc				1
Waco, Inc.	X	X	\$ 592,324.00	
Engineer's Estimate			\$ 357,000.00	

Notes:

- 1. Bid was presented on the wrong bid form and was not read aloud at the opening



TOWN OF ALTAVISTA TOWN COUNCIL AGENDA COVER SHEET

AGENDA LOCATION:

Items for Discussion

MEETING DATE:

August 27, 2019

ITEM #: 6c**ITEM TITLE:**

Main Street Sidewalk Extension Project – *Potential VDOT TAP grant application*

DESCRIPTION:

Scott Smith, Central Virginia Planning District Commission, will present the Main Street Sidewalk Extension project as a possible application for VDOT “Transportation Alternatives Program (TAP)” grant funds. The project would connect to existing sidewalk and proceed to the intersection of Main Street and 7th Street (in front of the Altavista Fire Company area). The layout attached will need to be modified based on VDOT’s review, staff is considering a sidewalk on one side. Currently we would like to include the decorative streetlights in this project.

Improvements for pedestrians is identified in both the Town’s Comprehensive Plan and the “Altavista 2035 Transportation Plan”, with a focus on several sections of Main Street. In addition, there has been input from a business on Main Street in regard to “connecting the existing sidewalk on Main Street to 7th Street”.

A layout and budget had been submitted to VDOT as part of their “Preliminary Project Application” process and based on feedback received on Friday, August 23rd it is felt that the scope of the project needs to be adjusted in order to be competitive in the grant process. Scott will work on getting an updated layout and budget ready for review/consideration at the Work Session.

BUDGET/FUNDING:

Town would have to provide match (typically 20% of the total project); which are not included in the FY2020 budget but may not be needed until FY2021. VDOT would need to see that if the project is approved the Town would provide the match. Town Council would need to adopt a resolution supporting the project at their September Regular Meeting, in order to meet the October 1st grant application deadline

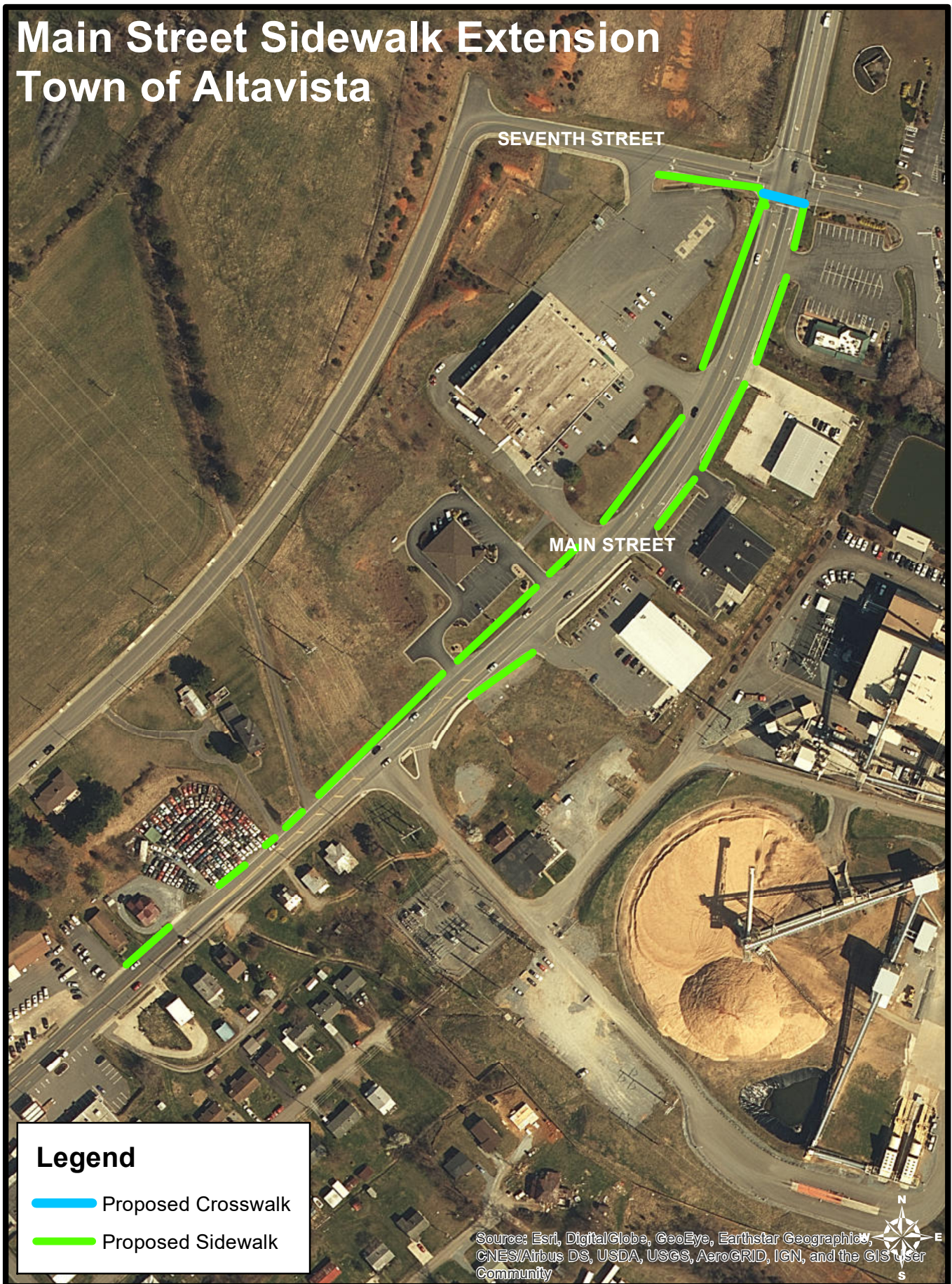
POTENTIAL ACTION/PROPOSED MOTION:

No Action Need at this time. Council may want to reach a “Consensus” as to whether they would like staff and the CVPDC to proceed with the formulation of the VDOT TAP grant application.

ATTACHMENTS:

- *Sketch (original scope/will need to be modified)*

Main Street Sidewalk Extension Town of Altavista



0 65 130 260 390 520 Feet



TOWN OF ALTAVISTA TOWN COUNCIL AGENDA COVER SHEET

AGENDA LOCATION:

Items for Discussion

MEETING DATE:

August 27, 2019

ITEM #: 6d**ITEM TITLE:**

- 1) Annual Delinquent Tax List
- 2) FY2019 Budget Amendments/Departmental Transfers

DESCRIPTION:**1. Annual submission of Uncollectible and Delinquent Tax List**

Annually staff, in accordance with Section 70-3 of the Town Code, prepares a list of the uncollectible and delinquent taxes from the previous Fiscal Year (FY2019). Attached is a memorandum from Tobie Shelton, Treasurer/Finance Director, as well as the list of uncollectible and delinquent taxes. Staff requests that Town Council reach a “Consensus” to place this item on the September 10, 2019 Town Council Regular Meeting Consent Agenda for approval to advertise the delinquent list and to write off the uncollectible list (less than \$20.00 and Deceased Individuals).

2. FY2019 Budget Amendments/Departmental Transfers

At the end of the fiscal year, staff compiles Budget Amendments that need to be addressed in preparation for the annual audit. Attached is a memorandum from Tobie Shelton, Treasurer/Finance Director, as well as the FY2019 Budget Amendments and Departmental Transfers. Staff requests that Town Council reach a “Consensus” to place this item on the September 10, 2019 Town Council Regular Meeting Consent Agenda for approval.

BUDGET/FUNDING:

The impact to the budget will be as indicated in the budget amendments/departmental transfers.

POTENTIAL ACTION/PROPOSED MOTION:

1. Consensus to place approval to publish the Delinquent Tax List and to “write off” the Uncollectible Tax List as presented, on the September 10th Regular Meeting’s Consent Agenda.
2. Consensus to place approval of the FY2019 Budget Amendments and Departmental Transfers as presented, on the September 10th Regular Meeting’s Consent Agenda.

ATTACHMENTS:

- *Staff memo and Uncollectible and Delinquent Tax list (1)*
- *Staff memo and Budget Amendments & Departmental Transfers (2)*



TO: Mayor Mattox and Members of Council

FROM: Tobie Shelton

DATE: August 23, 2019

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

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

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

Mayor Mattox and Members of Council

August 23, 2019

Page 2

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

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

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

I respectfully request your approval to advertise in the Altavista Journal as noted above. Additionally, request the approval to write-off the amounts under \$20.00, past due taxes for deceased individuals, uncollectable real estate taxes and the 2014 personal property taxes due to statute of limitations making it difficult for us to collect.

Thank you.

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

August 21, 2019

(Recommended write-off)

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>	<u>TAX AMOUNT</u>
Callands, Tardie Bill	11138	\$ 17.60
Callands, Tardie Bill	11140	\$ 17.60
Fauver, Joseph Timothy	57417	\$ 82.84
Fauver, Joseph Timothy	57511	\$ 69.20
Fauver, Joseph Timothy	68997	\$ 13.11
Hoover, Betty	70201	\$ 30.86
Johnson, Janice	12628	\$ 17.60
Kershner, Jr Darl	65147	\$ 77.43
Laronda, John	67933	\$ 20.49
Laronda, John	69291	\$ 25.18
Laronda, John	70969	\$ 100.31
Laronda, John	70967	\$ 159.36
Payne, Herman William	17102	\$ 17.60
Robbins, Stephen Eugene 3rd	70975	\$ 34.22

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

August 21, 2019

(Recommended write-off)

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>	<u>TAX AMOUNT</u>
Andrews, Duncan	61569	\$ 0.03
Austin, Brendon Devon	71469	\$ 5.87
Brown, Angela Marie	70619	\$ 0.57
Dillard, Dakota	69963	\$ 5.87
Dudley, Frank Wayne	73523	\$ 0.10
Elam, Christie Broggin	71227	\$ 2.68
Goodwin, Stuart Lind	72383	\$ 1.42
Graves, Clarence Pernell	69313	\$ 0.30
Graves, Devin Davorn	68013	\$ 0.76
Hall, Joseph James	69943	\$ 5.87
Hall, Joseph James	69945	\$ 2.35
King, Terry	62693	\$ 0.07
Mabry, David	72083	\$ 0.01
Pannell, Zakiyah	71267	\$ 0.14
Roark, Robert W	71915	\$ 3.71
Robbins, Deborah	58921	\$ 0.25
Singleton, Brad Allan	71163	\$ 0.01
Stump, Kailey	71301	\$ 1.40
Stump, Karley	69613	\$ 0.52
Taylor, Diana Princess	72467	\$ 3.15

**TOWN OF ALTAVISTA
DELINQUENT REAL ESTATE TAXES
August 21, 2019**

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>	<u>TAX AMOUNT</u>
Anthony, Latoya	45291	\$ 127.62
Ashwell, William & Gracie	44623	\$ 122.33
Booth, Regina	46725	\$ 119.49
Clark, Lillian	45043	\$ 67.68
Coleman, Dorella	45119	\$ 288.62
Cook, Frances D	45173	\$ 108.96
Crider, Deborah	45259	\$ 85.79
Gill, Deedee Kay	45727	\$ 160.17
Gregory, Marcellus Preston	47535	\$ 62.94
Gregory, Marcellus Preston	45927	\$ 224.57
Hall, David W	45961	\$ 44.59
Hall, David W	45963	\$ 42.34
Hamer, Jeston	46553	\$ 141.91
Hamer, Jeston	46555	\$ 98.47
Hamer, Jeston	46557	\$ 197.52
Jones, Sandra	46319	\$ 87.57
Kershner, Darl & Shirley	46363	\$ 488.98
Little, Sheila Exec	45755	\$ 315.06
Little, Sheila Exec	45757	\$ 38.49
Miller, Dennis & Shirley	46841	\$ 70.50
Minnis, Earl & Odessa	46745	\$ 294.78
Federal National Mortg	46851	\$ 158.63
Paggans, George & Shirley	47029	\$ 44.31
TBL Properties LLC	46527	\$ 260.48
TBL Properties LLC	46529	\$ 52.76
Thomasville Retail	46411	\$ 161.07
Trent, Curtis/Brenda	47941	\$ 88.90
Woodruff, Earl/Margaret	48257	\$ 34.73

**TOWN OF ALTAVISTA
DELINQUENT REAL ESTATE TAXES**

August 21, 2019

UNDER \$20.00

(Recommended write-off)

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>	<u>TAX AMOUNT</u>
Age Old Irrevocable Trust	45369	\$ 0.32
Clay, Landon	45055	\$ 11.26
Clay Ollie Etals	45067	\$ 11.26
Coltrane, Gail	45155	\$ 0.75
Dishnet Wireline	71547	\$ 0.19
Harvey-Khabir, Ku'Uipo	44827	\$ 12.95
Joyce, Charles	71625	\$ 0.19
Joyce, Charles	71627	\$ 6.85
Joyce, Charles	71629	\$ 0.29
Minnis J F Estate	46751	\$ 0.57
Perkins, Harold/Susan	47097	\$ 1.41
Southeast Survey Group	47701	\$ 0.84
Stallard, Teresa	47565	\$ 0.33
Tweedy, Dennis/Deborah	45271	\$ 0.86
Tweedy, William H	48299	\$ 0.11
Wells Fargo Bank	69883	\$ 2.82
Wells Fargo Bank	48181	\$ 2.82
Woodruff, Earl/Margaret	48257	\$ 34.73

TOWN OF ALTAVISTA
DELINQUENT PERSONAL PROPERTY TAXES
August 21, 2019

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>		<u>TAX AMOUNT</u>
A & A Sydicate Corp	69965	\$	96.25
Adams, Jessica Shanese	70911	\$	41.11
Adams, Jessica Shanese	70913	\$	87.28
Adams, Jessica Shanese	72637	\$	45.09
Adams, Kodie Nathaniel	73065	\$	17.60
Adams, Richard Wilson	69453	\$	17.60
Adams, Richard Wilson	71035	\$	32.31
Adams, Valerie Lee	68353	\$	38.22
Adams, Valerie Lee	71685	\$	83.55
Almond, Matthew Thomas	69647	\$	23.60
Almond, Matthew Thomas	69649	\$	94.16
Almond, Matthew Thomas	71303	\$	58.83
Altavista Alarm	14450	\$	234.67
Anderson, John Robert 2nd	73107	\$	29.78
Anderson, John Robert 2nd	69711	\$	38.84
Anderson, John Robert 2nd	71093	\$	51.80
Anderson, Nicole	56537	\$	42.05
Anderson, Nicole	68635	\$	38.09
Anderson, Nicole	70331	\$	40.25
Anderson, Nicole	71993	\$	43.29
Anderson, Oma Lee	71645	\$	17.60
Anderson, Oma Lee	71647	\$	29.07
Andrews, Duncan Ewart	18010	\$	84.02
Andrews, Duncan Ewart	55237	\$	84.02
Andrews, Duncan Ewart	61569	\$	134.38
Anthony, Thomas Julian	15896	\$	45.93
Anthony, Thomas Julian	15898	\$	45.93
Armistead, Franchesca Nicole	67677	\$	166.14
Armistead, Franchesca Nicole	70861	\$	70.84
Aubrey, Mark John	70937	\$	33.84
Bailess, Karen Lynn	66309	\$	63.10
Ballard, Tammy	70597	\$	67.15
Barnard, Robert Glenn Jr	69415	\$	42.63
Barnwell, Laquienta	66461	\$	35.15
Barnwell, Laquienta	66459	\$	23.79
Barnwell, Ronson	69549	\$	69.46
Benedict, Christy Lu	72477	\$	136.34
Bennett, Michael David	68137	\$	72.85
Bennett, Michael David	71007	\$	38.09
Bennett, Michael David	72765	\$	17.60
Berger, Willie Carl Jr	68809	\$	69.60
Berger, Willie Carl Jr	72193	\$	17.60
Bertiz, Rafeal	67939	\$	23.79
Bogert, Abbey Marie	65051	\$	72.48
Bogert, Katherine	61073	\$	17.60

Bogert, Katherine	62579	\$	17.60
Bolen, Brenda Jo	66551	\$	86.03
Bonds, Monique Nicole	72035	\$	78.96
Bowling, Michelle	71187	\$	41.46
Bradner, Michael Edward	68767	\$	47.05
Branham, Morgan	72881	\$	17.60
Breaux, Kayleigh	73219	\$	65.23
Brew, Shanna Myers	72883	\$	40.15
Brew, Shanna Myers	73443	\$	5.87
Broadhurst, Elizabeth	68923	\$	105.24
Brown, Andrew Gordon	72935	\$	34.37
Brown, Andrew Gordon	72937	\$	30.86
Brown, Destin Keymoni	72987	\$	11.26
Brown, Shana Matirs	58659	\$	84.02
Brown, Shana Matirs	58661	\$	84.02
Brown, Shana Matirs	58663	\$	84.02
Brown, Timron Debae	69505	\$	22.14
Bruce, Jonathon	68937	\$	106.35
Brumfield, Candace Nicole	64959	\$	147.86
Brumfield, Candace Nicole	72533	\$	56.18
Burroughs, Ashley	69747	\$	49.45
Burroughs, Ashley	71121	\$	70.41
Burton, Callie Starr	70845	\$	31.71
Bushley, Thomas Rial	64983	\$	33.64
Bushley, Thomas Rial	69129	\$	42.44
Calloway, Crystal	68329	\$	61.37
Calloway, Crystal	68331	\$	17.60
Calloway, Gwendolyn	70753	\$	38.09
Campbell, Scott A	73221	\$	80.04
Cantarero, Carol Frances	71485	\$	84.37
Carr, William Robert	67639	\$	84.02
Carter, Joseph C	71047	\$	17.60
Carter, Joseph C	71431	\$	38.46
Carter, Sharon Berger	67943	\$	30.51
Catron Jamie Fitzgerald	60181	\$	37.28
Chambers, James Junior	70973	\$	30.11
Chavis, Lisa Ann	69763	\$	33.11
CJL Enterprises Inc	59093	\$	134.19
Clay, Emily Nicole	68039	\$	42.00
Clay, Landy Mychelle	72259	\$	17.60
Clay, Phyllis Everhart	63601	\$	17.60
Clements, Stephanie Dawn	72973	\$	36.04
Clerval, Dennis Martin Jr	66647	\$	27.73
Coffer, Angela Brandi	72443	\$	17.60
Coffer, Virginia Susan	73009	\$	17.60
Coleman, Dorella	68797	\$	77.47
Coles, Eric Vincent	61703	\$	43.88
Coles, Eric Vincent	72327	\$	111.63
Coles, Erika Marie	73303	\$	54.13
Collins, Alice Morris	67281	\$	42.87
Collins, Larry Boyd Jr	65033	\$	88.75
Comer, Genevieve	73193	\$	68.96

Comer, Joshua Reuben	68055	\$	17.60
Cook, Sarah Elizabeth	61691	\$	17.60
Counts, Madison K	69667	\$	17.60
Cox, James Allen	69377	\$	22.14
Cox, James Allen	69379	\$	43.31
Cox, James Allen	69381	\$	22.14
Creasy, Ronnie Thomas	71403	\$	20.49
Crider, Joann Denise	67881	\$	46.07
Crider, Joann Denise	67883	\$	23.79
Crider, Joann Denise	69267	\$	37.43
Crider, Joann Denise	69269	\$	22.14
Crider, Shamica Nicole	60393	\$	45.13
Crider, Shamica Nicole	69043	\$	86.89
Crider, Shamica Nicole	72459	\$	33.64
Dalton, Dennis Lee	68743	\$	96.34
Dalton, Jillian Devereaux	71205	\$	69.10
Davis, Carolyn	66785	\$	23.47
Davis, Clyde Steven	73525	\$	130.11
Davis, Erica Latrice	68087	\$	73.01
Davis, Ernestine Marie	67747	\$	30.26
Davis, Jacqueline	66421	\$	47.41
Davis, Jeremy Maurice	63691	\$	84.02
Davis, Jeremy Maurice	63693	\$	133.07
Davis, Michael Oshia	72545	\$	17.60
Davis, Michael Oshia	72547	\$	32.92
Davis, Taneshia	63459	\$	48.08
Dawson, Tiffany Nicole	71123	\$	30.38
Day, Candice Michelle	71389	\$	37.62
Day, Scott Earl	67689	\$	43.58
Day, Scott Earl	72613	\$	48.27
Day, Scott Earl	72615	\$	141.03
Day, Scott Earl	72617	\$	37.74
Devercelly, Ashley Kay	65029	\$	45.93
Devercelly, Ashley Kay	66235	\$	72.48
Devercelly, Ashley Kay	69147	\$	42.65
Dews, Mary Dianna	69625	\$	34.61
Deyerle, Raymond Michael	72913	\$	17.60
Deyerle Zuhail Bakir	73225	\$	30.86
Dickerson, Brittany Leschae	70797	\$	40.27
Dillard, Eugene Melvin	55001	\$	17.60
Dino's Sportsbar Grill	66775	\$	144.84
Doss, Jarrett Kendall	72103	\$	107.19
Dudley, Cody Matthew	73227	\$	33.46
Dudley, Cody Matthew	73229	\$	35.93
Easley, Frank James	67721	\$	23.79
Elawady, Ahmed Elsayed	68149	\$	366.67
Elliott, Richard Terrell	62183	\$	7.36
Elliott, Richard Troy Jr	64507	\$	10.47
Elliott, Richard Troy Jr	64511	\$	17.60
Elliott, Richard Troy Jr	68725	\$	17.60
Ellis, Adam Scott	72223	\$	49.61
Ellis, Adam Scott	72225	\$	38.32

Ellis, Adam Scott	72227	\$	180.65
Ellis, Adam Scott	72229	\$	17.60
Ellis, Adam Scott	72231	\$	83.55
Emerson, Woodrow Jr	67489	\$	60.23
Emerson, Woodrow Jr	70713	\$	38.09
Erk, Patrick Hughes	62265	\$	156.35
Everhart, Beth Renea	70707	\$	36.53
Farris, Luttrell Quinn	72811	\$	87.17
Farris, Luttrell Quinn	73281	\$	39.19
Ferlise, Nicholas Wayne	67857	\$	82.63
Ferlise, Nicholas Wayne	70951	\$	31.27
Fitzgerald, Sara Salgado	69669	\$	42.63
Fitzgerald, Sara Salgado	69671	\$	42.63
Fitzgerald, Sara Salgado	71073	\$	42.43
Fitzgerald, Shanice Lynette	67927	\$	38.73
Freeman, Frank William	69487	\$	52.19
Freeman, Hannah Grace	69725	\$	141.85
Garver, Brittnea	70743	\$	38.46
Garvin, Dedrick Slayton	62233	\$	31.22
Garvin, Dedrick Slayton	71487	\$	70.53
Gatewood, Joshua Ryan	71069	\$	43.97
Giboyeaux, Jannette	72787	\$	31.71
Giboyeaux, Jannette	72759	\$	27.97
Gilbert, Sherwood	70325	\$	35.45
Gilbert, Sherwood	71973	\$	32.06
Goard, Cadedra Jeanette	69373	\$	60.28
Graves, Clarence	69315	\$	31.50
Graves, Clarence	72743	\$	37.86
Graves, Earl Levar	68791	\$	33.64
Graves, Lucy Mitchell	68933	\$	22.14
Graves, Lucy Mitchell	68935	\$	60.23
Graves, Lucy Mitchell	70669	\$	72.47
Greene, Christopher	69699	\$	60.23
Greer, Margaret Catherine	71391	\$	65.47
Greer, Margaret Catherine	72897	\$	17.60
Greer, Margaret Catherine	72899	\$	22.56
Gregory, Shaundula Dickerson	72117	\$	43.40
Gregory, Shaundula Dickerson	72119	\$	47.38
Hacker, Catherine Elaine	73091	\$	14.76
Hacker, Catherine Elaine	73093	\$	43.29
Hall, Catherine Bell	70865	\$	17.60
Hall, Catherine Bell	70979	\$	37.62
Hall, Yvonne B	61143	\$	33.16
Hall, Yvonne B	62663	\$	5.46
Hall, Yvonne B	70183	\$	72.47
Harmon, Mark Clinton	72017	\$	17.60
Harmon, Mark Clinton	72018	\$	27.85
Harris, Robert L Jr	72939	\$	33.76
Harris, Robert L Jr Estate	67251	\$	30.95
Harris, Robert L Jr Estate	68775	\$	31.65
Hayden, Annita Lavon	73017	\$	17.60
Haynes, Brian Eugene	66689	\$	60.23

Haynes, Brian Eugene	66691	\$	124.56
Hayward, Latasha Nicole	69389	\$	31.47
Hill, Lisa Gayle	67327	\$	70.84
Hogan, Bobby Wade Jr	67775	\$	84.07
Hogan, Edwin L	56295	\$	77.73
Hogan, Edwin L	71849	\$	173.30
Holland, John Thomas	70831	\$	35.12
Holland, Shirley Ann	70901	\$	38.22
Holland's Asphalt Sealing	60383	\$	45.93
Holloway, Ashley D	71561	\$	227.62
Hood, Silvy Lee	68291	\$	88.00
Hostetter, Caitlyn Lynn	71233	\$	37.04
Howell, Kaitlin Elaine	72981	\$	17.60
Howell, Richard Wade	69145	\$	36.53
Howell, Richard Wade	70847	\$	32.19
Hudson, Neah Denise	67901	\$	66.60
Hudson, William Raymond 3rd	67789	\$	60.23
Hudson, William Raymond 3rd	69241	\$	101.19
Hunt, Bernadette Taylor	73325	\$	43.04
Hunt, Daryl Kendell	72929	\$	24.65
Hunt, Dena Ruth	69393	\$	32.68
Hunt, Jarrod Dantrell	73159	\$	28.46
Hunt, Kayla Nicole	71507	\$	79.78
Hunt, Raleigh Lee	65889	\$	28.34
Hunt, Wesley Leon	65307	\$	60.23
Hunt, Wesley Leon	66337	\$	60.23
Hunt, Wesley Leon	72659	\$	39.54
Hunter, Gary Patrick	68015	\$	17.65
Hunter, Gary Patrick	68017	\$	13.27
Hunter, Gary Patrick	68019	\$	16.77
Hunter, Gary Patrick	68021	\$	40.27
Hunter, Gary Patrick	68023	\$	23.79
Hunter, Gary Patrick	68025	\$	23.79
Hyman, Jerome Terrill	66339	\$	185.65
Hyman, Jerome Terrill	66341	\$	120.12
Irving, Marvin Haywood	72165	\$	51.49
Jackson, Dacorian Shavon	73019	\$	44.71
Jefferson, Jamie Shakeira	71435	\$	62.87
Jefferson, Jamie Shakeira	71441	\$	20.49
Johnson, Elaine Ann	71341	\$	46.67
Johnson, Kearstyn Raye	73129	\$	34.24
Johnson, Renesha Janice	72703	\$	39.19
Johnson-Myers, Lavinia Fay	70941	\$	67.62
Johnson-Myers, Lavinia Fay	72699	\$	28.09
Jones, Nicholas Paul	71189	\$	68.48
Jones, Nicholas Paul	71191	\$	59.20
Jones, Nicholas Paul	73075	\$	17.60
Jones, Stephanie Lynnette	58757	\$	54.35
Jones, William McCoy	68001	\$	17.60
Jordan, Junior	51257	\$	84.02
Jordan, Junion	58505	\$	66.42
Jordan, Marissa	69797	\$	215.58

Kershner, Kevin Ray	66191	\$	45.93
Kershner, Kevin Ray	67611	\$	36.32
King, William Hayden Jr	72623	\$	33.76
Klein, Zora B	64125	\$	38.20
Klekotka, Teresa Lynn	66609	\$	23.79
Klemm, Adam Robert	65125	\$	84.02
Knowles, Elizabeth Stacey	70993	\$	36.27
Knowles, Kristin Darnell	67529	\$	83.83
Lacy, Michael Benjamin	72849	\$	25.69
Lane, Diana C	71741	\$	34.13
Lane, Diana C	71743	\$	81.87
Lear, Marianne	69231	\$	34.82
Lear, Marianne	69233	\$	43.83
Lee, Kelsie Denise	71285	\$	77.04
Lee, Terry Colbert	69005	\$	48.94
Lee, Todd Wayne	62301	\$	67.08
Little, James William	71535	\$	38.09
Little, James William	71537	\$	70.72
Logan, James Calvin	73047	\$	5.87
Logan, James Calvin	73049	\$	21.84
Logan, James Calvin	73051	\$	33.76
Logan, James Calvin	73053	\$	31.82
Logwood, Jessica	68209	\$	179.87
Lomotey, Michael	66499	\$	259.09
Lomotey, Michael	66501	\$	84.02
Maltz, Barry Lee	68921	\$	60.23
Martin, Charles Bea	12900	\$	20.49
Martin, Charles Bea	56319	\$	38.09
Martin, Charles Bea	65617	\$	58.64
Martin, Charles Bea	66995	\$	38.09
Martin, Charles Bea	68509	\$	113.05
Martin, Charles Bea	68511	\$	86.26
Martin, Charles Bea	70219	\$	111.21
Martin, Tina Renee	67761	\$	63.95
Martin, Teresa Lynn	57155	\$	34.85
Martinez, Calzada	69037	\$	35.81
McClain, Robert Rogers	67531	\$	103.45
Melvin, Shannon Charisse	65983	\$	151.38
Melvin, Shannon Charisse	67353	\$	150.82
Mid Atlantic Printers LTD	14882	\$	24,550.23
Miller, Charles Joseph	61705	\$	17.60
Miller, Courtney Leigh	65799	\$	17.60
Miller, Dennis Darrell	67439	\$	28.46
Miller, Dennis Darrell	68359	\$	38.34
Miller, Dennis Darrell	70083	\$	57.75
Miller, Jacolia Rae	73189	\$	34.85
Miller, Seth Gavin	72389	\$	77.52
Miller, Sheryl	64601	\$	39.81
Millner, Estelle Mae	68095	\$	50.21
Minnis, Tristan Obryan	70579	\$	120.06
Miracle Outreach Deliverance	56841	\$	91.81
Mitchell, Jennifer Lynn	72205	\$	17.60

Monaghan, Elizabeth Anne	72945	\$	17.60
Monroe, Nactavia Lashay	71215	\$	29.07
Moon , Paula Donita	72573	\$	17.60
Moorman, Darnell A	68851	\$	145.31
Moorman, Darrell Lee	64969	\$	60.23
Morris, Corrine E	64319	\$	11.57
Moss, Diana Ruth	66219	\$	43.29
Morris, Rita Ann	63615	\$	44.13
Myers, Iuwanti Kendra	63205	\$	23.79
Myers, Stevie Clinton	72147	\$	36.77
Myers, Stevie Clinton	72149	\$	54.49
Nelson, Shawntae P	70795	\$	99.66
Nowlin-Vincent, Nicole	67797	\$	57.40
Ozan, Jacob Robert	71217	\$	17.60
Ozan, Jacob Robert	71219	\$	31.47
Paggans, Robert William	63009	\$	47.48
Parker, Alan Haden	66859	\$	17.60
Parker, Alan Haden	68363	\$	17.60
Patrick, Broderick	66015	\$	37.14
Patrick, Broderick	67393	\$	49.91
Patrick, Broderick	72271	\$	132.54
Patterson, Jennifer	71423	\$	76.56
Payne, Cindy Lee	62739	\$	39.79
Payne, John C	56083	\$	84.02
Payne, John C	62537	\$	84.02
Payne, Jonathan Homer	72377	\$	17.60
Payne, Jonathan Homer	72379	\$	17.60
Payne, Linda J	71707	\$	17.60
Payne, Linda J	71709	\$	17.60
Payne, Linda J	71711	\$	17.60
Payne, Linda J	71713	\$	28.46
Perez, Florencia M	72901	\$	55.22
Perkins, Harold Jerry	13532	\$	17.60
Perkins, Harold Jerry	62741	\$	17.60
Perkins, Jamie Dwayne	67577	\$	19.09
Perkins, Jamie Dwayne	72489	\$	33.76
Perkins Twin Tire LLC	55759	\$	22.29
Perkins Twin Tire LLC	60197	\$	70.99
Peters, Angela Marie	72761	\$	30.26
Petty, Virginia Harris	71415	\$	68.64
Petty, Virginia Harris	72707	\$	17.60
Pfeffer, Samantha	67763	\$	26.40
Poindexter, Antonio Keith	71347	\$	32.81
Poindexter, Antonio Keith	71349	\$	40.77
Pollard, William E	65655	\$	16.18
Pollard, William E	67059	\$	32.31
Pool, Samantha Gwen	71269	\$	20.49
Powell, Benjamin Carroll	69607	\$	71.78
Powell, Benjamin Carroll	69609	\$	126.26
Powell, Benjamin Carroll	69611	\$	46.95
Powell, Benjamin Carroll	72823	\$	17.60
Powell, Benjamin Jonathan	68181	\$	34.37

Powell, Benjamin Jonathan	72779	\$	21.45
Powell, Benjamin Jonathan	72781	\$	70.65
Power, Jessica Lynn	68035	\$	35.67
Pritchett, James Edward	53327	\$	84.02
Quishpe, Sanchez Javier	69571	\$	166.20
Reyes, Herrera Juan	73165	\$	17.60
Reyes, Herrera Juan	73167	\$	24.65
Reynolds, Albert Mclinden	72071	\$	17.60
Reynolds, Annie Keesees	65007	\$	96.78
Rice, Krystal Lee	70705	\$	35.25
Rice, Matthew William	69561	\$	41.22
Rivera-Murtaza, Ivette	73273	\$	35.20
Robertson, Davon Lamarr	69435	\$	47.61
Robertson, Edna Logwood	68881	\$	35.93
Robinson, Ashby Ulysses Jr	55509	\$	17.60
Robinson, Ashby Ulysses Jr	63157	\$	31.47
Robinson, Ashby Ulysses Jr	68925	\$	32.19
Robinson, Ashby Ulysses Jr	70661	\$	61.73
Robinson, Carl Antonio	72323	\$	17.60
Robinson, Dionta Lemar	69409	\$	42.63
Robinson, Dionta Lemar	71371	\$	73.16
Robinson, Jerome Delonta	71161	\$	17.60
Robinson, Sharon Teresa	68847	\$	38.09
Robinson, Sharon Teresa	70601	\$	70.36
Rogers, Joyce Edwards	65923	\$	40.33
Rosser, Jennifer Anne	65189	\$	60.23
Rountrey, Joshua Aaron	72249	\$	39.90
Rowland, Kahlyn Jean	73527	\$	185.93
Saye, Shelly Andrea	71289	\$	102.75
Schwochow, Robin Kaye	71373	\$	38.09
Shields, Dwayne E	10534	\$	24.76
Shields, Jeremy Lynn	56781	\$	66.42
Shields, Jeremy Lynn	56783	\$	66.42
Shorey, Brady J	69637	\$	41.11
Slayton, Raven Sheree	62215	\$	145.98
Smith, Cody Lewis	68153	\$	52.45
Smith, Cody Lewis	72763	\$	85.48
Smith, Rejoice Angeliek	73323	\$	32.54
Smith, Shaneisha Tiara	69189	\$	83.44
Snead, Jennifer Grove	69437	\$	36.64
Snively, Philip	67701	\$	39.52
Snyder, Jerome Matthew	66567	\$	10.47
Snyder, Jerome Matthew	66569	\$	43.16
Southernland, Samantha Lee	71087	\$	77.69
Southernland, Samantha Lee	72839	\$	17.60
Sova Firearms	69953	\$	58.67
Spradlin, Pauline R	66369	\$	77.25
Spradlin, Pauline R	70923	\$	75.29
Stevens, Scott Edward	57301	\$	33.96
Stevens, Scott Edward	63231	\$	42.33
Stevens, Scott Edward	63233	\$	93.55
Stevens, Scott Edward	72369	\$	406.05

Stevens, Jacob Daniel	71099	\$	26.99
Stevens, Jacob Daniel	72843	\$	34.11
Stewart, James Darrell Jr	66613	\$	38.09
Stone, Germaine Monroe	61787	\$	22.55
Strope, Richard Earl	68083	\$	17.60
Sutphin, Joel Wayne Sr	53225	\$	13.27
Symmes, Tracy Elizabeth	67873	\$	69.97
Tapp, Wesley Scott	72213	\$	44.01
Tavarez, Vargas	67993	\$	35.39
Thacker, Janet Scruggs	72207	\$	30.26
Thacker, Janet Scruggs	72209	\$	44.25
Thacker, Landon Earl	72773	\$	36.77
Thomas, Adettra A	59417	\$	46.30
Thomas, Adettra A	69801	\$	338.41
Thomas, Sean Tyler	73039	\$	37.62
Thornhill, Caniqua Simone	71223	\$	65.72
Thornhill, Caniqua Simone	71225	\$	78.28
Thornhill, Paige Amber	71447	\$	84.70
Tice, Corlis G	70057	\$	36.53
Tice, Corlis G	71667	\$	40.27
Tinsley, Shelley Jackson	69251	\$	39.78
Tinsley, Shelley Jackson	69253	\$	277.76
Tinsley, Shelley Jackson	71107	\$	65.63
Tinsley, Shelley Jackson	71237	\$	40.00
TK's Transport LLC	71179	\$	82.13
TK's Transport LLC	71183	\$	34.47
Towler, Jamie Lee	68701	\$	111.26
Towler, Jamie Lee	68703	\$	84.19
Towler, Jamie Lee	68705	\$	60.23
Trent, Brenda Marsh	69115	\$	75.35
Trent, Christopher Michael	70693	\$	59.74
Trent, Christopher Michael	70695	\$	35.50
Trent, Christopher Michael	72347	\$	34.97
Troutman, Clara J	68085	\$	17.60
Tucker, Angela Eloise Myers	67019	\$	40.38
Tucker, Angela Eloise Myers	68963	\$	79.33
Tucker, Brenda Sue	73029	\$	30.03
Tucker, Courtney Ladawn	69563	\$	39.38
Tucker, Darius Lamar	73087	\$	17.60
Tucker, Kenneth W	66895	\$	23.79
Tucker, Marvalin	66577	\$	37.14
Tucker, Marvalin	67801	\$	22.67
Tucker, Marvalin	71451	\$	39.90
Tucker, Raven Dawn	67779	\$	36.32
Valentine, Brittany Nicole	65153	\$	36.64
Vapor Bound LLC	73515	\$	108.21
Vennable, Andrea Christina	73171	\$	75.11
Walker, Irene	67289	\$	28.82
Waller, Alen Augustus	69641	\$	60.23
Waller, Bertha Mae	60665	\$	38.09
Waller, Bertha Mae	69079	\$	80.06
Waller, Jasmine Desire	67909	\$	61.89

Waller, Milton Leon	69773	\$	48.98
Waller, Tracy Johnathon jr	72527	\$	39.90
Waller, Vanessa Ann	70819	\$	31.01
West, Tiffany Amber	67345	\$	23.79
Widget Home LLC	72957	\$	119.75
Witte, Gregory Allen	73001	\$	17.60
Witte, Gregory Allen	73003	\$	17.60
Wood, Cody Wayne	72775	\$	17.60
Wood, Cody Wayne	73251	\$	17.60
Woodruff, Sharon Elizabeth	68825	\$	22.14
Woodruff, Sharon Elizabeth	70575	\$	38.09
Woodruff, Tyreek Dequon	73063	\$	82.70
Word, Brian E	72091	\$	41.72
Worley, Gregory Bryce	69643	\$	46.03
Worley, Gregory Bryce	69645	\$	30.76
Worley, Stephanie M	68653	\$	25.23
Worley, Stephanie M	72009	\$	17.60
Wright, Ashley Ryanne	69041	\$	33.40
Younger, Donnie Lynn	66695	\$	34.33

**TOWN OF ALTAVISTA
DELINQUENT PERSONAL PROPERTY TAXES**

**August 21, 2019
2014 TAX YEAR**

(Recommended write-off)

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>	<u>TAX AMOUNT</u>
Alexander, Vernon Louis	62225	\$ 64.83
Anthony, Thomas Julian	15896	\$ 25.44
Anthony, Thomas Julian	15898	\$ 25.44
Barnwell, Laquienta	66459	\$ 43.22
Barnwell, Laquienta	66461	\$ 37.59
Brown, Shana Matirs	58659	\$ 25.44
Brown, Shana Matirs	58661	\$ 25.44
Brown, Shana Matirs	58663	\$ 25.44
Brumfield, Candace	64957	\$ 25.44
Brumfield, Candace	64959	\$ 45.21
Burgess, Benjamin K	65741	\$ 74.71
Castillo, Isidro	60345	\$ 38.43
Chauncey F Hutter Inc	51693	\$ 162.98
CJL Enterprises	59093	\$ 50.23
Clerval, Dennis Martin	66647	\$ 25.44
Davis, Jeremy	63691	\$ 25.44
Davis, Jeremy	63693	\$ 42.25
Dominique, Warren	65059	\$ 25.44
Dominique, Warren	65061	\$ 25.44
Elliott, Richard Terrell	62183	\$ 5.93
Ellis, Harold	63305	\$ 25.44
Ford, Randy	64621	\$ 59.32
Glass, Michael Doyle	65283	\$ 38.43
Goodman, James R Jr	51719	\$ 129.07
Graves, Kiara Marie	66213	\$ 54.95
Graves, Lindsey Alphonzo	59183	\$ 25.44
Graves, Margaret M	64251	\$ 92.22
Greene, William Henry Jr	66007	\$ 39.65
Holland's Asphalt Sealing	60383	\$ 25.44
Hunt, Shantia Maria	66407	\$ 41.25
Hyman, Jerome	66339	\$ 59.32
Hyman, Jerome	66341	\$ 42.38
Johnson, Jeffrey	66639	\$ 69.35
Johnson, Sharmia	60653	\$ 56.08
Johnson, Sharmia	64903	\$ 82.74
Jordan, Junior	51257	\$ 25.44
Jordan, Junior	58505	\$ 25.44
Kershner, Darl K Jr	65147	\$ 42.55
Kershner, Kevin Ray	63385	\$ 25.44
Kershner, Kevin Ray	66191	\$ 25.44
Kleotka, Teresa	66609	\$ 25.44
Klemm, Adam Robert	65125	\$ 25.44
Lomotey, Michael	66499	\$ 92.51
Lomotey, Michael	66501	\$ 25.44

Marshall, April L	66225	\$	40.12
McCuen, Teresa	62133	\$	77.54
McCuen, Teresa	64861	\$	76.70
Melvin, Shannon	65983	\$	94.90
Miller, Sheryl	65953	\$	88.96
Morris, Rita Ann	63615	\$	48.60
Myers, Iuwanti	63205	\$	25.44
Myers, Iuwanti	66071	\$	49.73
Newman, Sherrie	66267	\$	73.87
Paggans, Robert W	63009	\$	14.21
Payne, John C	56083	\$	25.44
Payne, John C	62537	\$	25.44
Power, Jessica Lynn	63405	\$	48.31
Pritchett, James Edward	53327	\$	25.44
Rogers, Joyce	65923	\$	44.08
Sanitate, Joseph James Jr	60643	\$	25.44
Shields, Dwayne E	10534	\$	19.95
Shields, Jeremy Lynn	56781	\$	25.44
Shields, Jeremy Lynn	56783	\$	25.44
Shields, Jeremy Lynn	65939	\$	25.44
Stegall, Willie Ben	59961	\$	25.44
Stone, Germaine Monroe	61787	\$	25.44
Stone, Marcus Dean	55977	\$	25.44
Stone, Phillip Anthony Jr	61865	\$	25.44
Strouth, Jerry Francis	58445	\$	42.38
Sutphin, Joel W Sr	52729	\$	67.67
Sutphin, Joel W Sr	53225	\$	14.21
Sutphin, Joel W Sr	65711	\$	88.39
Thacker, Janet Scruggs	58467	\$	46.60
Thomas, Adretta	59417	\$	53.65
Tucker, Gloria Dalton	55061	\$	35.75
Unroe, Judith	61051	\$	25.44
Waller, Karrissa	66323	\$	25.44
Younger, Donnie Lynn	66695	\$	36.87

**TOWN OF ALTAVISTA
UNCOLLECTED TAXES AMOUNTING
TO LESS THAN \$20.00 FOR WHICH
NO BILLS WERE SENT
AS OF AUGUST 21, 2019**

REAL ESTATE TAXES
None

PERSONAL PROPERTY TAXES
None

**TOWN OF ALTAVISTA
DELINQUENT REAL ESTATE TAXES
August 21, 2019
(RECOMMENDED WRITE-OFF)**

TAXPAYER NAME

TAX ROLL NUMBER

TAX AMOUNT



Date: August 23, 2019
To: Mayor Mattox and Members of Council
FROM: Tobie Shelton
SUBJECT: Budget Amendments / Departmental Transfers

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

- 7th Street Utility Project \$414,500
(Council Approval: February 12, 2019)
- Rt. 43 Streetscape Project \$12,600
(Council Approval: May 14, 2019)
- Main Street Streetlight Addition \$21,300
(Council Approval: November 13, 2019)
- Fuel Reimbursement \$6,500
(Revenue from CC to offset AVFD fuel costs)

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

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



TOWN OF ALTAVISTA

BUDGET AMENDMENT

BE IT ORDAINED by the Town Council of Altavista, VA, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2019:

Section 1. To amend the General and Enterprise Funds, as follows:

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Storm Water Improvements		
010-4101-601.81-36	\$ 80,300.00	
Transfer in from Reserves		
010-0000-361.01-00		\$ (80,300.00)
Enterprise Fund		
Sewer System		
050-5110-702.81-20	\$ 242,100.00	
Water System		
050-5010-701.81-22	\$ 92,100.00	
Transfer in from Reserves		
050-0000-361.01-00		\$ (334,200.00)

Summary

To appropriate \$414,500 to partially cover the cost of the 7th Street Utility Project that was awarded to Counts and Dobyns at the February 12, 2019 Regular meeting.

Budget Impact

This will result in a net increase to the budget.

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 10th day of September 2019

Signature, Town Clerk



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, 2019:

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

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Improvements - Rt. 43 Streetscape Project		
010-4101-803.81-30	\$ 12,600.00	
General Fund		
Transfer in from Reserves		
010-0000-361.01-00		\$ (12,600.00)

Summary

To appropriate \$12,600 to partially cover the cost of the Rt.43 Streetscape Project that was awarded to Va. Carolina Paving at the May 14, 2019 Regular meeting.

Budget Impact

This will result in a net increase to the budget.

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 10th day of September 2019

Signature, Town Clerk



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, 2019:

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

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Improvements - Main Street Streetlight Addition		
010-4101-606.82-30	\$ 21,300.00	
General Fund		
Transfer in from Reserves		
010-0000-361.01-00		\$ {21,300.00}

Summary

To appropriate \$21,300 to cover the cost of additional decorative streetlights in the area of 1212 Main Street, Council approved at the November 13, 2019 regular meeting.

Budget Impact

This will result in a net increase to the budget.

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 10th day of September 2019

Signature, Town Clerk

**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, 2019:

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

<u>Account</u>	<u>Expense</u>	<u>Revenue</u>
General Fund		
Fuel & Lubricants		
010-9102-801.60-06	\$ 6,500.00	
Fire Dept. Fuel Reimbursement		
010-0000-342.03-00		\$ (6,500.00)

Summary

To appropriate \$6,500 for the reimbursement of fuel costs associated with AVFD.

Budget Impact

This will result in a net increase to the budget.

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 10th day of September 2019

Signature, Town Clerk

DEPARTMENTAL FUNDS TRANSFER

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

Transfer Jnl ID#:

DT-11

See Processing Instructions Below

Requester Tobie Shelton Required Department Name: Administration Required Date of Request: 6/30/2019 Fiscal Year: 2019

Phone #: _____ Email Address: tselton@altavista.gov

Reason for Transfer:

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

DEBIT: (Charge)

Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-1101-401.50-18	\$2,650.00	General Liability Insur	
010-1101-401.50-32	\$2,170.00	Misc.	

Total Debits: \$4,820.00

CREDIT:

Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-1101-401.50-04	-\$2,000.00	Heating Services	
010-1101-401.50-10	-\$1,100.00	Property Insurance	
010-1101-401.50-26	-\$1,720.00	Conventions & Education	

Total Credits: -\$4,820.00

Total Credits and Total Debits must be equal zero.

Approvals Required:

Prepared By _____ Date _____ Phone _____

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

DEPARTMENTAL FUNDS TRANSFER

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

Transfer Jrrl ID#:

DT-12

See Processing Instructions Below

Requester Chief Merricks Department Name: Police Date of Request: 6/30/2019 Fiscal Year: 2019
Required *Required*

Phone #: _____ Email Address: jamemicks@altavista.gov

Reason for Transfer:

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

DEBIT: (Charge)

Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-3101-501.30-16	\$270.00	Physicals	
010-3101-501.50-32	\$480.00	Misc.	
010-3101-501.60-02	\$1,400.00	Office Supplies	
010-3101-501.60-06	\$5,300.00	Fuels & Lubricants	
010-3101-501.10-04	\$7,300.00	Overtime	
010-3101-501.81-04	\$8,000.00	EDP Equip Repl	

Total Debits: \$22,750.00

CREDIT:

Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-3101-501.30-06	-\$400.00	Advertising	
010-3101-501.50-24	-\$5,700.00	Subsistance & Lodging	
010-3101-501.50-26	-\$4,800.00	Conventions & Education	
010-3101-501.60-08	-\$1,900.00	Veh & Equip / R&M	
010-3101-501.10-02	-\$1,950.00	Regular	
010-3101-501.20-04	-\$6,000.00	Va Retirement	
010-3101-501.20-06	-\$2,000.00	Group Medical	

Total Credits: -\$22,750.00

Total Credits and Total Debits must be equal zero.

Approvals Required:

Prepared By _____ Date _____ Phone _____

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

DEPARTMENTAL FUNDS TRANSFER

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

Transfer Jnl ID#:

DT-13

See Processing Instructions Below

Requester David Garrett Department Name: Public Works Date of Request: 6/30/2019 Fiscal Year: 2019

Phone #: _____ Email Address: dgarrett@altavista.gov

Reason for Transfer:

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

DEBIT: (Charge)

Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-4101-601.30-08	\$630.00	Main. Svc Contracts	
010-4101-601.60-08	\$5,200.00	Veh & Equip / RM	
010-4101-601.60-11	\$640.00	Safety Equipment & Programs	
010-4101-601.60-20	\$2,460.00	St. Lt Oper Supplies	
010-4101-601.10-04	\$4,900.00	Overtime	
010-4101-601.60-34	\$210.00	Train Station Supplies	
010-4102-601.60-06	\$2,000.00	Fuels & Lubricants	
010-4101-601.60-52	\$2,200.00	Dec. St. Lights	
Total Debits:		\$18,240.00	

CREDIT:

Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-4101-601.30-36	-\$6,400.00	Mowing Contract	
010-4101-601.60-05	-\$900.00	Fuel Pumps	
010-4101-601.60-23	-\$2,400.00	Equipment Rental	
010-4101-601.10-02	-\$4,900.00	Regular	
010-4101-601.20-06	-\$3,640.00	Group Medical	
Total Credits:		-\$18,240.00	

Total Credits and Total Debits must be equal zero.

Approvals Required:

Prepared By _____ Date _____ Phone _____

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

DEPARTMENTAL FUNDS TRANSFER

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

Transfer Jnl ID#:

DT-14

See Processing Instructions Below

Requester David Garrett Department Name: Public Works Date of Request: 6/30/2019 Fiscal Year: 2019

Phone #: _____ Email Address: dgarrett@altavistava.gov

Reason for Transfer:

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

DEBIT: (Charge)

Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-4103-601.60-24	\$680.00	Small Tools	
010-4103-601.60-24	\$560.00	Supplies	
010-4104-602.60-18	\$6,300.00	Supplies / Parks	
010-4104-602.60-56	\$900.00	War Memorial Ballfield	
010-4105-609.60-04	\$1,670.00	Repair & Maint / Avoca	
010-4108-601.30-44	\$730.00	Custodial Svcs	

Total Debits: \$10,840.00

CREDIT:

Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
010-4103-601.30-22	-\$1,240.00	Landscaping	
010-4101-601.60-36	-\$9,600.00	Paving	

Total Credits: -\$10,840.00

Total Credits and Total Debits must be equal zero.

Approvals Required:

Prepared By _____ Date _____ Phone _____

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

DEPARTMENTAL FUNDS TRANSFER

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

Transfer Jnl ID#:

DT-15

See Processing Instructions Below

Requester David Garrett

Required

Department

Name: Public Works / Highway

Required

Date of

Request: 6/30/2019

Fiscal Year: 2019

Phone #:

Email Address: dgarrett@altavistava.gov

Reason for
Transfer:

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

DEBIT: (Charge)

Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
020-4101-606.60-46	\$5,100.00	Other Traffic Svcs Roadside	

Total Debits: \$5,100.00

CREDIT:

Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
020-4101-606.60-30	-\$5,100.00	Engineering R&M	

Total Credits: -\$5,100.00

Total Credits and Total Debits must be equal zero.

Approvals Required:

Prepared By

Date

Phone

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

DEPARTMENTAL FUNDS TRANSFER

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

Transfer Jnl ID#:

DT-16

See Processing Instructions Below

Requester Tom Fore

Required

Department

Name: Water Department

Required

Date of

Request: 6/30/2019

Fiscal Year: 2019

Phone #:

Email Address: tfore@altavista.gov

Reason for
Transfer:

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

DEBIT: (Charge)

Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
050-5001-701.30-08	\$3,400.00	Main Svc Contracts	
050-5001-701.60-06	\$730.00	Fuels & Lubricants	

Total Debits: \$4,130.00

CREDIT:

Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
050-5001-701.30-14	-\$4,130.00	Misc & Prof Svcs	

Total Credits: -\$4,130.00

Total Credits and Total Debits must be equal zero.

Approvals Required:

Prepared By

Date

Phone

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

DEPARTMENTAL FUNDS TRANSFER

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

Transfer Jrrl ID#:

DT-17

See Processing Instructions Below

Requester Tom Fore

Required

Department

Name : Sewer Department

Required

Date of

Request: 6/30/2019

Fiscal Year: 2019

Phone #:

Email Address: tfore@altavista.gov

Reason for
Transfer:

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

DEBIT: (Charge)

Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
050-5101-702.30-24	\$1,490.00	R&M Grounds, Bldgs, Rds	
050-5101-702.50-02	\$20,000.00	Electricity	
050-5101-702.50-26	\$1,150.00	Conventions & Educations	
050-5101-702.50-90	\$500.00	Misc. Proj Charges	
050-5101-702.10-04	\$4,000.00	Overtime	

Total Debits: \$27,140.00

CREDIT:

Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
050-5101-702.60-50	-\$3,900.00	Lab Test Equip.	
050-5101-702.50-04	-\$1,400.00	Heating Svcs	
050-5101-702.50-08	-\$1,200.00	Telecommunications	
050-5101-702.10-02	-\$20,640.00	Regular	

Total Credits: -\$27,140.00

Total Credits and Total Debits must be equal zero.

Approvals Required:

Prepared By

Date

Phone

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

DEPARTMENTAL FUNDS TRANSFER

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

Transfer Jnl ID#:

DT-18

See Processing Instructions Below

Requester Tom Fore

Required

Department

Name : Distribution & Collection

Required

Date of

Request: 6/30/2019

Fiscal Year: 2019

Phone #:

Email Address: tfore@altavistava.gov

Reason for
Transfer:

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

DEBIT: (Charge)

Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
050-5201-711.50-26	\$150.00	Conventions & Educations	
050-5201-711.60-10	\$250.00	Uniforms	

Total Debits: \$400.00

CREDIT:

Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
050-5201-711.60-25	-\$400.00	Small Equipment	

Total Credits: -\$400.00

Total Credits and Total Debits must be equal zero.

Approvals Required:

Prepared By

Date

Phone

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

DEPARTMENTAL FUNDS TRANSFER

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

Transfer Jrrl ID#:

DT-19

See Processing Instructions Below

Requester David Garrett

Required

Department

Name: Cemetery

Required

Date of

Request: 6/30/2019

Fiscal Year: 2019

Phone #:

Email Address: dgarrett@altavista.gov

Reason for
Transfer:

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

DEBIT: (Charge)

Account Number	Amount - Enter as Positive (+) Incr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
090-0000-603.50-34	\$2,300.00	Misc. Reimb	
090-0000-603.60-60	\$1,070.00	Opening/Closing Graves	
090-0000-603.10-04	\$160.00	Overtime	

Total Debits: \$3,530.00

CREDIT:

Account Number	Amount - Enter as Negative (-) Decr Amt	Description - REQUIRED FIELD (Limit to 30 Characters)	Reference
090-0000-603.60-04	-\$3,000.00	Repairs and Maintenance	
090-0000-603.20-06	-\$530.00	Group Medical	

Total Credits: -\$3,530.00

Total Credits and Total Debits must be equal zero.

Approvals Required:

Prepared By

Date

Phone

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



TOWN OF ALTAVISTA TOWN COUNCIL AGENDA COVER SHEET

AGENDA LOCATION:

Items for Discussion

MEETING DATE:

August 27, 2019

ITEM #: 6e**ITEM TITLE:**

Bedford Avenue Park – Sidewalk and Amenities Improvements

DESCRIPTION:

Earlier this year improvements were made in Bedford Avenue Park that consisted of demolition of one of the two tennis courts and re-construction of one tennis court; as well as resurfacing of the basketball court. Now that these items have been addressed, staff would like to proceed with the previously discussed sidewalk improvements at the park that will tie the handicap parking (at alley) to the basketball court, tennis court and the playground area. The cost estimates range from \$32,500 to \$38,600.

Attached are four (4) different options in regard to the sidewalk improvements; in addition each option also contains amenities (benches/bike racks) and landscaping. At this time, staff is seeking input from Town Council if they would like to proceed with these items and if so, which option.

BUDGET/FUNDING:

These improvements were discussed during the deliberation about the tennis court and basketball court improvements (both of which were not originally included in the FY2019 Budget and were funded through a Budget Amendment utilizing “Reserve” funds); however no funding source was identified for the sidewalk improvements.

POTENTIAL ACTION/PROPOSED MOTION:

1. Consensus to place approval of one of the options on the September 10th Regular Meeting’s Consent Agenda.
2. Consensus to place this item on a future meeting agenda for additional discussion.
3. Consensus not to move forward with this project.

ATTACHMENTS:

- *Drawings of Sidewalk layout options, with cost estimates.*

**Bedford Park
Current Layout**



CURRENT LAYOUT



SIDEWALK/LANDSCAPING OPTION #1

Estimated Sidewalk Cost: \$24,850

Amenities/Landscaping Cost: \$ 7,600

Total: \$32,500



SIDEWALK/LANDSCAPING OPTION #2

Estimated Sidewalk Cost: \$26,960

Amenities/Landscaping Cost: \$ 7,600

Total: \$34,560

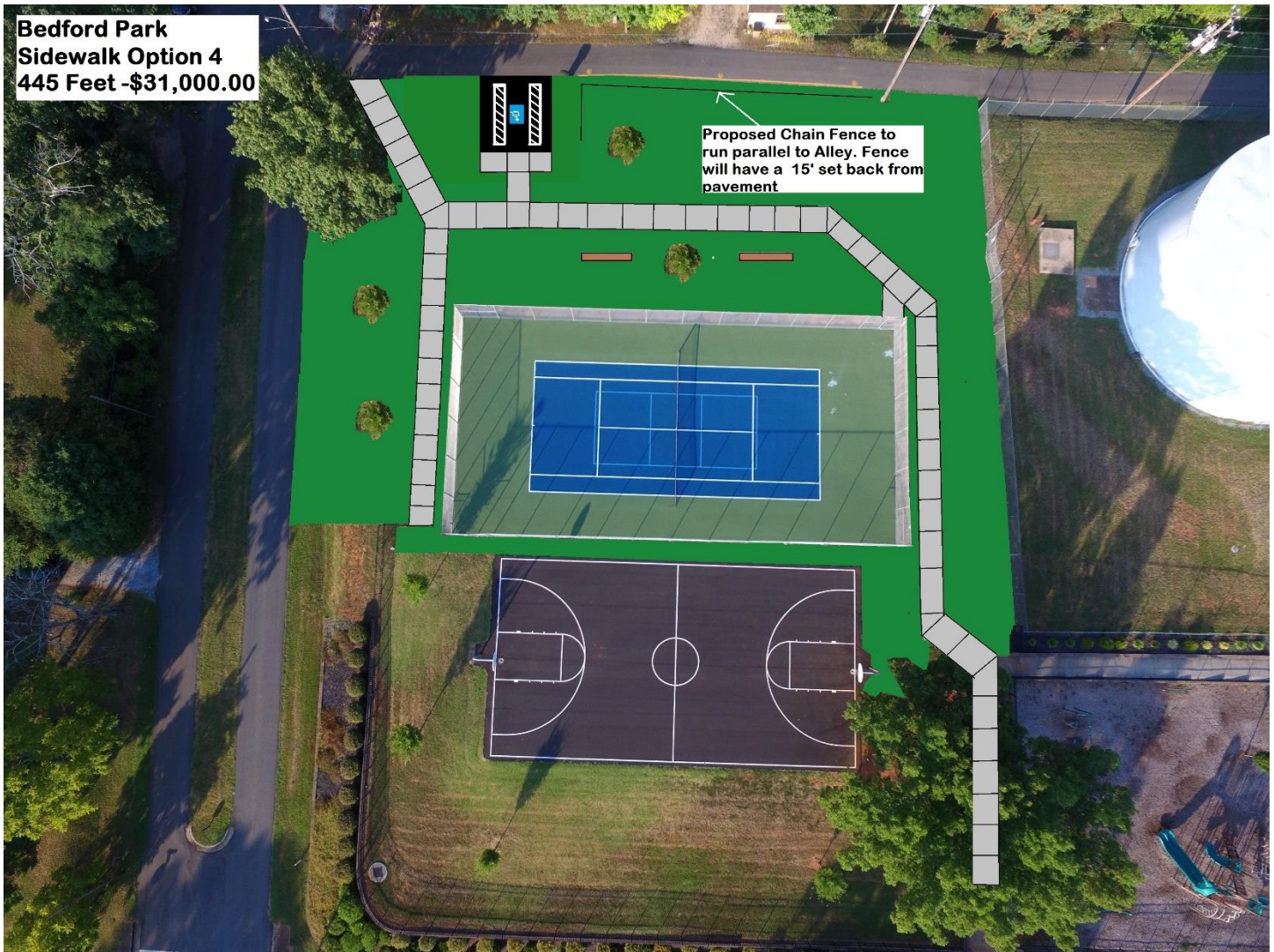


SIDEWALK/LANDSCAPING OPTION #3

Estimated Sidewalk Cost: \$29,050

Amenities/Landscaping Cost: \$ 7,600

Total: \$36,650



SIDEWALK/LANDSCAPING OPTION #4

Estimated Sidewalk Cost: \$31,000

Amenities/Landscaping Cost: \$ 7,600

Total: \$38,600



TOWN OF ALTAVISTA TOWN COUNCIL AGENDA COVER SHEET

AGENDA LOCATION:

Items for Discussion

MEETING DATE:

August 27, 2019

ITEM #: 6f**ITEM TITLE:**

SolSmart Solar Community Designation

DESCRIPTION:

Councilman Bennett asked staff to place this item on the August Work Session Agenda.

SOLSMART is “a national designation program designed to recognize communities that have taken key steps to address local barriers to solar energy and foster the growth in mature local solar markets.” Designations are “Gold, Silver, or Bronze” depending on level of the communities efforts regarding solar energy, below are the Virginia communities and their designations:

- | | | |
|--|---|-------------------------------|
| • Roanoke, VA (Bronze) | * | Dickenson County, VA (Bronze) |
| • Blacksburg, VA (Silver) | * | St. Paul, VA (Bronze) |
| • Tazewell County, VA (Bronze) | * | Norton, VA (Bronze) |
| • Russell County, VA (Bronze) | * | Scott County, VA (Bronze) |
| • Lee County, VA (Bronze) | * | Wise County, VA (Silver) |
| • Albermale County, VA (Bronze) | * | Charlottesville, VA (Silver) |
| • Richmond, VA (Silver) | * | Alexandria, VA (Bronze) |
| • Arlington County, VA (Bronze) | * | Fairfax (City), VA (Bronze) |
| • Fairfax County, VA (Gold) | * | Loudoun County, VA (Silver) |
| • Northern Virginia Regional Commission (Gold) | | |

Attached is information gleaned from the SolSmart website <https://www.solsmart.org/>

BUDGET/FUNDING:

None at this time.

POTENTIAL ACTION/PROPOSED MOTION:

Staff seeks Council’s direction on this item.

ATTACHMENTS:

- *Excerpts from the SolSmart website.*



HOW IT WORKS

SolSmart recognizes communities that make it faster, easier, and more affordable for homes and businesses to go solar.

The first step for communities pursuing SolSmart designation is to connect with one of our technical assistance providers through a **consultation**. During this call our technical assistance providers will describe the program, what it will take to go through the program, and begin a path to designation. The consultation call and all technical assistance is provided at no-cost because of a grant through the U.S. Department of Energy.

Once on the path to designation, the first initiative is to establish a vision and concrete goals for the adoption of solar within the community via a **formal letter of commitment** and **begin tracking key metrics, such as the number of systems and installed capacity**. Details on requirements for the letter of commitment can be found in the designation criteria document and the “Help” sections of the online application or provided by one of technical assistance providers.

Designees must meet requirements across the **eight categories of the SolSmart criteria**. To be considered for all levels of designation, communities must meet the overall program prerequisites and points requirements in the two **foundational categories**: 1) Permitting and 2) Planning, Zoning and Development Regulations. These prerequisites require communities to create and post a permit checklist online, and conduct a review and develop a memo on existing barriers to solar in the zoning code.

Communities must then earn points by taking actions across **special focus categories** of their choice, which also encourage solar cost reductions. These categories include: Inspection; Construction Codes; Solar Rights; Utility Engagement; Community Engagement; and Market Development and Finance. Points reward actions taken to reduce soft costs, and point values are related to the level of difficulty and effect the actions have on improving the local solar

market. **Special Awards** are available for communities that have made significant achievements in any of these categories. Communities can submit ideas for additional qualifying actions, which are not listed under the existing designation criteria, to receive innovation points. These innovative actions will be eligible for credit as determined by a panel of experts and may be showcased on the SolSmart website.

To qualify for SolSmart Bronze designation, a community must meet the overall program prerequisites. Communities must earn 20 points each in the Permitting and Planning, Zoning, and Development Regulations categories and achieve an additional 20 points across all remaining categories (for a total of 60 points).

To qualify for SolSmart Silver, a community must first achieve the requirements for SolSmart Bronze. The community then must meet additional prerequisites in 1) Planning, Zoning and Development Regulations and 2) Inspection, and earn 100 points total (i.e., 40 points beyond the Bronze level) across all categories.

To qualify for SolSmart Gold, a community must first achieve the requirements for SolSmart Silver. The community must then complete one additional prerequisite in Permitting and achieve 200 points total across all categories.

[Apply Now.](#)

FEATURED COMMUNITY



SOLSMART CRITERIA

SolSmart awards cities, counties, and regional organizations points using objective criteria for removing obstacles to solar energy development. Communities that receive sufficient points are designated SolSmart Gold, Silver, or Bronze.

Points are awarded in the following eight categories. Information on SolSmart designation levels can be [found here](#).

PERMITTING

Implement permitting best practices to provide solar developers and installers a transparent, efficient, and cost-effective approval processes that also protects your community's valuable staff time.

PLANNING, ZONING, & DEVELOPMENT REGULATIONS

Provide maximum siting options for rooftop and ground-mounted solar projects while preserving your community's character and historic resources.

INSPECTION

Protect public health and safety while ensuring compliance with state and local codes.

CONSTRUCTION CODES

Adopt applicable codes and standards that provide clear guidance on solar installation requirements and solar-ready construction.

SOLAR RIGHTS

Protect the right to sunlight for current and future solar consumers through solar access ordinances or easements.

UTILITY ENGAGEMENT

Discuss and implement your community's goals for solar energy, community solar, net metering, and interconnection with local utility.

COMMUNITY ENGAGEMENT

Support local or regional solar energy development through public education and engagement efforts, group purchase programs, and participation in state-level solar conversations.

MARKET DEVELOPMENT & FINANCE

Lead the way with solar installations on public facilities and grow the local solar market by providing information on, or expanding, local financing options and incentives

FEATURED RESOURCE



TOWN OF ALTAVISTA TOWN COUNCIL AGENDA COVER SHEET

AGENDA LOCATION:

Items for Discussion

MEETING DATE:

August 27, 2019

ITEM #: 6g**ITEM TITLE:**

Recreation Committee Report/Recommendation

DESCRIPTION:

At the August 13th Town Recreation Committee meeting several items were discussed and the following items are being forwarded to the Town Council for their review/consideration:

- 1) **Trail Name:** The Recreation Committee recommends that the newly constructed trail that begins off of Westwood Drive (near the mausoleum) be named ***“Greenhill Connector”*** Trail.
- 2) **Assessment of existing structure:** The Recreation Committee would like for Town Council to consider modifications/improvements to an existing structure located along the “passive” section of Eagle Trail. The structure is abandoned and serves as an “attractive nuisance” for undesired/illegal activity. The Committee feels that the top portion of the structure could be removed and the concrete base could be enhanced to be an “observation” deck.

BUDGET/FUNDING:

None at this time.

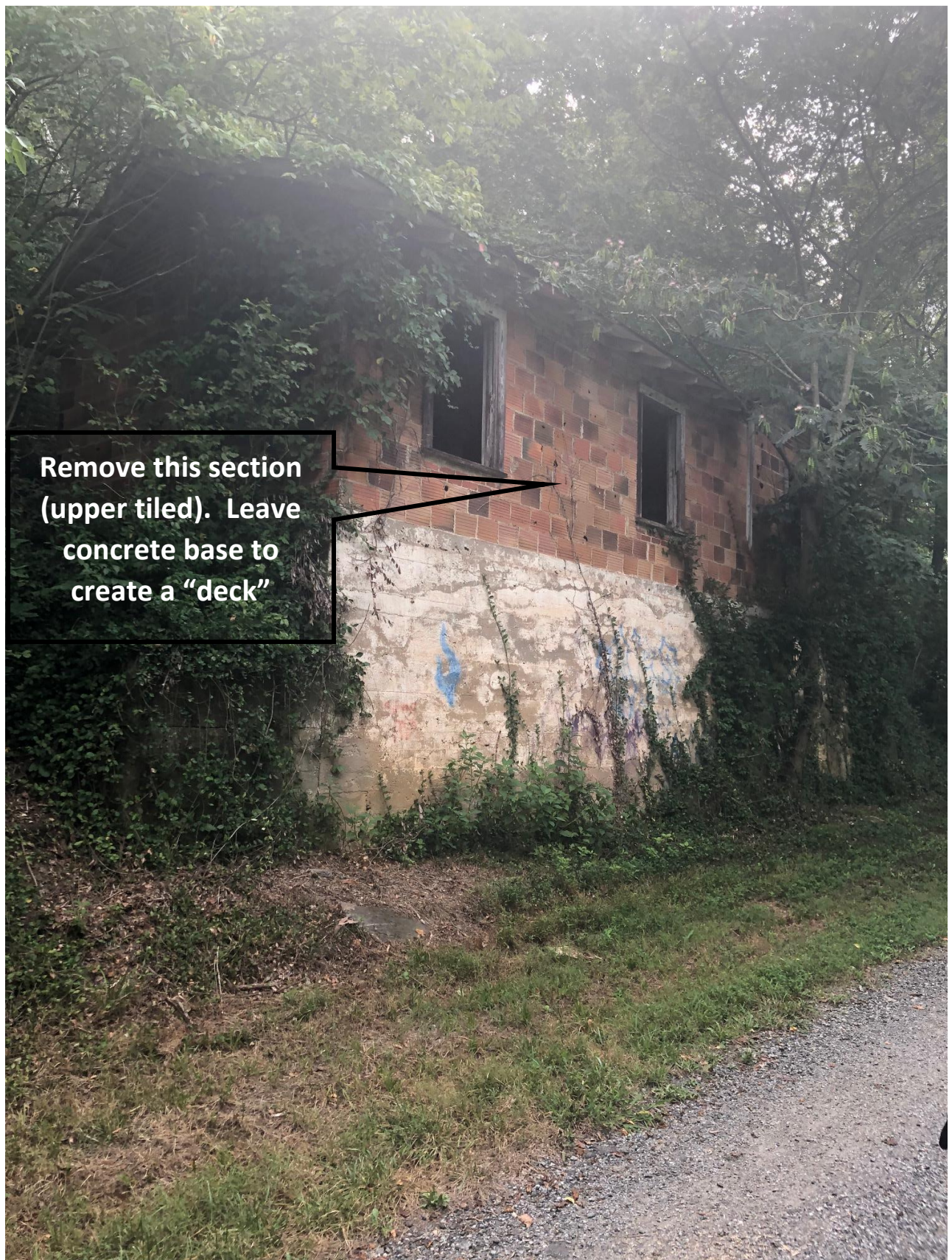
POTENTIAL ACTION/PROPOSED MOTION:

Staff seeks Council’s direction on these items.

ATTACHMENTS:

- *Building location map and photo.*





**Remove this section
(upper tiled). Leave
concrete base to
create a "deck"**



TOWN OF ALTAVISTA TOWN COUNCIL AGENDA COVER SHEET

AGENDA LOCATION:

Items for Discussion

MEETING DATE:

August 27, 2019

ITEM #: 6h**ITEM TITLE:**

Police Department Items

DESCRIPTION:

There are two requests from the Police Department:

- 1) **Approval of Two Factor Authentication:** As we proceed with the installation/implementation of the new Zuercher system in the Police Department, it has come to our attention that this item will be need to access the Virginia State Police system. This is the startup cost and there will be a minimal reoccurring cost. A copy of the proposal is attached. Chief Merricks will be available to answer any questions.
- 2) **"Pink Badges" for Breast Cancer Awareness:** Recently, Chief Merricks was approached by a local individual, who is a male breast cancer survivor, regarding the idea for the APD officers wearing pink badges for Breast Cancer Awareness month in October. While Chief felt this was a very worthwhile effort, he did not feel the use of public funds to purchase said badges would be appropriate. Andy Gill, G&B Market, offered to purchase the badges under the condition that Town Council approves the project.

BUDGET/FUNDING:

Approval of the SHI quote for the RSA SecurID Authenticators and associated items totals \$2,500.14.

POTENTIAL ACTION/PROPOSED MOTION:

Staff seeks Council's direction on these items.

ATTACHMENTS:

- *SHI quote for RSA SecurID Authenticators and associated items.*



Pricing Proposal
Quotation #: 17484241
Created On: Jul-25-2019
Valid Until: Jul-31-2019

VA-COUNTY OF CAMPBELL

Jodi Crews

Phone: (434) 332-9838
Fax:
Email: jccrews@co.campbell.va.us

Inside Account Executive

Chris Bream

290 Davidson Avenue
Somerset, NJ 08873
Phone: 732-652-0836
Fax: 732-564-8698
Email: Chris_Bream@shi.com

All Prices are in US Dollar (USD)

	Product	Qty	Retail	Your Price	Total
1	RSA SecurID Authenticator SID800 (48 months) 5 Pack RSA Security - Part#: SID800-6-60-48-5	3	\$445.00	\$357.13	\$1,071.39
2	SEED MEDIA RSA Security - Part#: SEED MEDIA	1	\$0.00	\$0.00	\$0.00
3	SID Access Base Perp from 10 - 25u RSA Security - Part#: AUT0000025B8	15	\$92.00	\$73.65	\$1,104.75
4	SID Access Base EnhMnt 1Mo RSA Security - Part#: AUT0000025BE1-8	150	\$2.37	\$2.16	\$324.00
				Total	\$2,500.14

Additional Comments

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date set above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order.

SHI International Corp. is 100% Minority Owned, Woman Owned Business.
TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

The Products offered under this proposal are resold in accordance with the [SHI Online Customer Resale Terms and Conditions](#), unless a separate resale agreement exists between SHI and the Customer.



TOWN OF ALTAVISTA TOWN COUNCIL AGENDA COVER SHEET

AGENDA LOCATION:

Items for Discussion

MEETING DATE:

August 27, 2019

ITEM #: 6i**ITEM TITLE:**

Updates

DESCRIPTION:

Staff will provide updates on several items:

- 1) **Utility Bill “Cost Share” program:** Previously Town Council asked staff to pursue a program that could provide a “discount” to selected groups of citizens on their quarterly utility bill (water and sewer). Staff met with the DAWN board about designing a program that could be established to utilize their process and experience for helping people in the community. At this point we continue to be in the discussion phase.

In addition, staff has reached out to Delegate Farris regarding the potential to seek an amendment to §15.2 -2119.2 of the Code of Virginia, 1950, as amended. (See below) An amendment would have to be approved by the General Assembly and probably would not take effect until July 1, 2020. It is staff’s opinion that this is the best solution, if Council decides they would like to move forward.

Code of Virginia

§ 15.2-2119.2. Discounted fees and charges for certain low-income, elderly, or disabled customers.

The City of Richmond or any locality that is the owner of a water and sewer system and that has a population density of 200 persons per square mile or less, and the Town of Louisa, by ordinance may develop criteria for providing discounted water and sewer fees and charges for low-income, elderly, or disabled customers.

2013, cc. [361](#), [487](#); 2014, cc. [387](#), [514](#), [796](#).

- 2) **Tax Payment Options:** Recently, Council discussed the potential option of billing citizens twice a year for Real Estate and/or Personal Property Taxes; as a way to spread the payments over two periods. If implemented this would require changes to our current billing and we would need support from the Campbell County Commissioner of Revenue, as he provides the records by which we bill.

Staff indicated that it may be simpler to “educate” the public regarding their opportunity to submit payments at any time during the year, rather than the one time (deadline is December 5th annually). This would be voluntary, as opposed to required, and if a citizen wanted to make quarterly, monthly or other payment methods they could do so.

At this time, staff seeks Council’s input as to whether to

BUDGET/FUNDING:

A discount on Utility bills would impact Revenue if reduced rate was utilized.

POTENTIAL ACTION/PROPOSED MOTION:

Staff seeks Council’s direction on these items.

ATTACHMENTS: