



Town of Altavista

*Adopted Operating Budget and
Capital Improvement Plan for Fiscal Year 2015*



Budget Transmittal Letter

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July 1, 2014

Mr. Mike Mattox, Mayor
Mrs. Beverley Dalton, Vice Mayor
Mr. Jay Higginbotham, Councilman
Mr. Charles Edwards, Councilman
Mr. Bill Ferguson, Councilman
Mr. Tracy Emerson, Councilman
Mr. Tim George, Councilman

RE: Adopted Annual Budget for the 2014-2015 Fiscal Year

Dear Mayor and Members of Town Council:

Town Staff is pleased to present the Adopted Budget for Fiscal Year 2014-2015, beginning July 1, 2014 and ending June 30, 2015, as well as the Town's Five Year Capital Improvement Plan (CIP). The CIP for fiscal years 2015 – 2019 is intended to provide a long term look at capital needs and sources available to pay for them.

FY 2015 ADOPTED BUDGET

TOWN COUNCIL

Mike Mattox, *Mayor*
Beverley Dalton, *Vice Mayor*
Jay Higginbotham Bill Ferguson
Charles Edwards Tracy Emerson
Tim George
J. Waverly Coggsdale, III
Town Manager

This document represents the Town's ongoing commitment to prudent fiscal management in delivering services that enhance the quality of life of Altavista's citizens and meeting the expressed needs of our community. It also addresses the need to protect the long-term future of the community, primarily in the areas of public safety, preservation of public infrastructure, and in delivering sustainable government that aligns with demands of today. While this budget covers only fiscal year 2015, it continues to define a path that will move Altavista into the future as a safe town with solid infrastructure and an ongoing commitment to a unique quality of life.

The adopted budget funds current service levels to meet the Altavista Town Council's priorities for service delivery. The adopted budget has been formulated with a philosophy of:

- Providing solid, high-quality, core government services
- Efficiently allocating resources to meet citizen needs
- Emphasizing affordability and sustainability
- Valuing our employees

BUDGET DEVELOPMENT

Preparation of a budget, by definition, is the allocation of scarce resources. There will always be more needs than available funds. The challenge is to ensure that available resources are dedicated to the community and the Town Council's highest priorities. Delivery of citizen services is at the heart of town government. And recognition of the services desired and expected by the community is central to effective service delivery.

The Fiscal Year 2015 budget focuses on ensuring that services are provided at the highest quality level expected by citizens. The goal of the adopted budget is to align services delivery with the needs identified as priorities by the community. The reality of any budget is that it consists of a collection of purchasing decisions. The Town Council, on behalf of the citizens, establishes the costs community members are willing to pay for local government services. It is important to note that, the budget will serve as a policy document for the current fiscal year, any changes will require the Town Council to determine if changes in service levels should be increased or decreased and whether such decisions can be accomplished within the Town's balanced budgetary parameters.

BUDGET OVERVIEW

Over the years, Altavista's budget document has evolved from a simple financial report, into the Town's most comprehensive annual document establishing budgetary policies. The budget decisions outlined in this document influence the fiscal state of the town, the function of its government, and budget considerations for current and future needs. The Town's budget, therefore, is the most important working policy and planning tool used by the Town Council and staff to provide quality services to the citizens of Altavista, as determined by the Town Council and for which funds are available.

Financial Summary

The adopted budget is balanced and the combined proposed expenditures and transfers of the Town's funds total \$7,395,400, an increase of 2.8 percent over the adopted FY2014 budget. The budget has a total surplus of \$853,050. The budget maintains the current tax rates for personal property and machinery and tools and reflects a 10% reduction in the real estate tax rate. The budget also includes a 5% increase to the Town's utility rates.

<i>FUND TYPE</i>	<i>Adopted FY2015</i>	<i>Adopted FY2014</i>	<i>Change</i>
<i>General Fund</i>	\$3,422,520	\$3,468,230	(\$45,710)
<i>Enterprise Fund</i>	\$2,678,300	\$2,622,800	\$55,500
<i>Hwy Fund</i>	\$585,000	\$570,000	\$15,000
<i>Cemetery Fund</i>	\$56,080	\$56,200	(\$120)
<i>Total:</i>	\$6,741,900	\$6,717,230	\$24,670

General Fund: The General Fund budget has revenue of \$4,104,600 and expenditures of \$3,422,520; in addition transfers in the amount of \$28,580 to the Cemetery Fund and \$65,000 to the General Fund Reserve (reimbursement for Altavista Fire Company loan) are included. The General Fund budget has a surplus of \$588,500.

Comparing the FY2015 Adopted Budget to the FY2014 Adopted Budget, **General Fund Revenues increased by 3.2%** from the FY2014 Budget. The increase in dollars is related to increases in different tax revenues, including Machinery and Tools, Local Sales & Use Taxes, Local Electric and Gas Taxes, Local Meals Taxes, as well as Interest and Interest Income and Rentals of Real Property.

Comparing the FY2015 Adopted Budget to the FY2014 Adopted Budget, **General Fund Expenditures decreased by 1.3%** from the FY2014 Budget. The reduction is primarily due to personnel changes/realignment in the Police Department, Administration and Public Works Department, as well as a reduction in the CIP for Economic Development.

Enterprise Fund: The Enterprise Fund budget has revenue of \$2,678,300 and expenditures of \$2,413,750, resulting in a surplus of \$264,550. The budget includes a 5% increase in utility rates for FY2015.

Comparing the FY2015 Adopted Budget to the FY2014 Adopted Budget, **Enterprise Fund Revenues increased by 2.1%** from the FY2014 Budget. The increase in dollars is related to increases in the utility rates.

Comparing the FY2015 Adopted Budget to the FY2014 Adopted Budget, **Enterprise Fund Expenditures increased by 5.7%** from the FY2014 Budget. The increase is primarily due to staffing realignment with the utility departments now falling under the direction of the Director of Public Works & Utilities, as well as an increase in the CIP for wastewater.

Highway Fund: The Highway Fund consists of revenue that is provided through the Virginia Department of Transportation (VDOT) for maintenance of the Town's "local streets (all streets in town except Main Street and Bedford Avenue). The allocation is calculated on a formula utilizing lane miles. The revenue from VDOT for FY2015 is \$585,000 and the expenditures match that amount.

Cemetery Fund: The Cemetery Fund has revenue of \$27,500 and expenditures of \$31,080, resulting in an operating deficit of \$3,580. It has been Council's policy to contribute \$25,000 to the Cemetery Reserve Fund for creation of a Perpetual Maintenance Fund; accordingly the Cemetery Fund will require a transfer of \$28,580 from the General Fund in order for it to balance.

Reserve Fund Balance: One measure of a town's financial strength is the level of its fund balance. As of February 28, 2014, the total of Town Investments and Deposits approximately was \$11,712,500. This figure includes the following:

- Green Hill Cemetery Perpetual Maintenance Fund: \$ 496,300
- Economic Development Authority Fund: \$ 288,300
- VDOT TEA-21 Enhancement Match: \$ 309,000
- PCB Remediation Fund \$ 626,300
- Operating Checking Account: \$ 243,000
- FY2014 Excess Operating Checking Account: \$1,500,000
- Earmarked CIP Reserves (Trash Truck) \$ 184,000
- FY2013 Carryover for CIP (FY2014) \$1,300,000 (Downtown Projects)
- **Undesignated Reserve Fund Balance: \$ 630,000**

The Town's policy states that the General Fund Reserve Balance shall be 100% of the previous fiscal year's audited recurring revenues and the Enterprise Fund Reserve Balance shall be 50% of the previous fiscal year's audited expenses.

Fund Balance Policies:

Fund Type	Amount	Number of Days
General Fund	\$4,827,099	518
Enterprise Fund	\$1,315,596	179

The reserve earns interest, bolsters cash flow and is available for unanticipated expenditures or emergencies.

Issues and Challenges

Altavista, like much of the country, has endured the uncertainties and financial turmoil of the economic climate that engulfed the nation for the past few years. And, like town governments and American households across the country, the Town adjusted to what has been labeled – the “new normal” – cutting back where possible and delaying large expenditures until the financial picture stabilized. In that new normal, while the future remained a consideration, out of necessity, the primary emphasis was on delivering town services in an efficient and effective manner in the present – balancing limited and sometimes dwindling resources with citizen expectations – against an ever-changing and unpredictable economic environment. The Town was able to adjust to the new normal and is now able to plan not only for the present and near-term, but for the long-term future of the Altavista community.

Priorities and Fiscal Year 2015 Focus

With this budget, staff recommended allocating resources according to the priorities of our citizens and Town Council, while maintaining the conservative fiscal approach that has allowed the Town to remain in good financial shape. As part of our effort to deliver an effective and efficient government, all staffing is reviewed and with job openings through attrition over the past year we have reorganized several functions.

As you know, service delivery invests in the Town’s most important resource – the employees who are ultimately responsible for service delivery. At its most basic level, the need for town government is defined by those things that although essential, if not provided by local government, would likely not be available in a community. In the parlance of local government, these are known as core services. Local government is a service organization, and as with most service organizations, the skills, experience, education, and attitude of our employees are the essential ingredients of our success. We can only attract and retain quality employees if we provide compensation, facilities, equipment, and a work environment that allows each employee to reach his or her potential. Our employees deliver these core services to our citizens.

In keeping with our focus to sustain and plan for Altavista’s long-term needs, the fiscal year 2015 budget includes the Town’s 5-year comprehensive Capital Improvement Plan. This plan identifies needed projects during the next five years, available funding sources, and a schedule for completion. Capital projects are defined as those projects requiring an investment of \$5,000 or more and are of a tangible nature (i.e. equipment, infrastructure, etc.). The CIP provides an opportunity to consider all of the town’s capital needs in

the coming years and determine the priority of each, as well as whether available funding resources are sufficient to support those expenditures.

FY 2015 CIP EXPENDITURES (By Fund/Type)		
General Fund	\$	188,972
Enterprise Fund	\$	387,500
Highway Fund	\$	150,000
Grants (Transit)	\$	23,528
TOTAL	\$	750,000

The fiscal year 2015 budget continues delivery of current citizen services while placing emphasis on ensuring long-term sustainability of the town's services and public infrastructure.

FUTURE OUTLOOK

As is apparent in the content of this proposed budget, the Town's focus now and in the future is to provide adequate funding for the established services that provide value to our citizens and serve to enforce the Town Council's strategic goals, particularly protecting our neighborhoods, providing core services, and generating economic activity.

Altavista is maturing as a town, which also means an aging infrastructure. One of the highest priorities for the Town in this and future years will be to ensure the town's public infrastructure remains sound so the investment our citizens have made in Altavista is

protected. It is imperative that the Town plan for infrastructure so that it meets the demands of our residential and commercial population now and in the decades ahead.

To effectively and efficiently meet the needs of our citizens, innovation and continual improvement by the organization are essential. The Town's ability to provide excellent public service for our citizens is due to the dedication, skills, and talents of our elected officials, volunteers, and our outstanding employees. Employee devotion and commitment to this community are demonstrated each day. We must continue to make strides in protecting the Town's investment in the resource that is our employees – setting a path that will move the Town forward with employees that can adapt and thrive in a changing environment.

In a continued effort to be proactive and anticipate future needs, the Town evaluates trends and identifies specific challenges expected in the coming years. Each segment of the organization examines its future needs as they relate to the Town's strategic plan, citizen expectations, and the vision for Altavista. Next comes the development of strategies to change, revise, and evolve in ways that provide better services in a more effective, efficient manner – and often involves establishing strategic partnerships.

CONCLUSION

The Town through the years has judiciously managed its financial resources to support an array of services and programs. With a dedicated workforce and a steady and diverse revenue base, the Town of Altavista continues to be in a position to deliver municipal programs and services that bring value to our residents and make Altavista a desirable location for residents, businesses, and visitors.

In an environment of limited resources, it is imperative that every budget expenditure be measured by the value it provides to citizens and the cost of that value in relationship to other services, and in consideration of whether the Town can sustain provision of any expenditure in future years without jeopardizing necessary services. This budget dedicates resources to continue protection of our neighborhoods; provision of services to our citizens (i.e. street maintenance, solid waste pick up, clean water and efficient wastewater treatment); and enhanced investment in our community. These services will pay dividends in protecting property values and enhancing the unique quality of life enjoyed by Altavista residents.

As always, staff will continue to be diligent in its review of Town finances in order to assist the Town Council in making decisions that will ensure the fiscal viability of its government. Additionally, staff will continue to evaluate and improve business practices in an effort to find efficiencies, while also looking at collaborations to reduce ongoing costs.

The adopted budget is presented with the commitment and confidence that it effectively funds the varying needs of the community. It provides a strong financial plan, while ensuring a superior level of municipal services to our citizens. We look forward to working with you to achieve all the goals set forth in this adopted budget.

Preparing the budget was a tremendous undertaking. It is important to acknowledge the efforts of the dedicated staff that worked resolutely to formulate fiscally responsible proposals. Together, the Town will continue to plan prudently by following the strong financial management principles espoused by the Town Council and to implement sound, long-term fiscal solutions that will carry the town into the future.

Appreciation goes to the Mayor and Council for their community leadership and solid financial insight. I also want to thank, Tobie Shelton, finance director, who is responsible for the development of the budget document and Dan Witt, assistant town manager, for development of the capital improvement plan, as well as all the department heads that provide the individual requests that come together as the adopted FY2015 Budget and CIP.

My special thanks to all Town employees who have worked so hard to provide quality services to our citizens and who are committed to the success of our great town.

In summary we pledge our time and talents to achieve continued excellence for the citizens we serve and it is our honor to do so.

A handwritten signature in black ink, appearing to read "Waverly Coggsdale", with a stylized flourish at the end.

Waverly Coggsdale
Town Manager

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GENERAL FUND REVENUE (FUND 10)

Town of Altavista
General Fund Revenue
FY2015 ADOPTED BUDGET

General Fund Revenue	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
Property Taxes - Real Property	410,800	413,378	410,000	410,000	415,100	369,000
Public Service - Real & Personal	62,700	61,603	62,000	62,000	86,600	86,600
Personal Property	204,500	205,575	195,000	195,000	195,000	195,000
Personal Property - PPTRA	103,000	112,851	100,000	100,000	100,000	100,000
Machinery & Tools	1,462,800	1,470,339	1,470,100	1,470,100	1,518,400	1,518,000
Mobile Homes - Current	500	425	500	500	500	500
Penalties - All Taxes	5,800	5,845	5,000	5,000	5,600	5,500
Interest - All Taxes	2,900	3,126	3,000	3,000	3,000	3,000
Local Sales & Use Taxes	131,500	147,796	125,000	125,000	135,000	135,000
Local Electric and Gas Taxes	112,000	111,893	100,000	100,000	110,000	110,000
Local Motor Vehicle License Tax	43,900	45,479	43,000	43,000	43,000	43,000
Local Bank Stock Taxes	159,600	160,104	160,000	160,000	160,000	160,000
Local Hotel & Motel Taxes	59,500	82,276	60,000	60,000	77,000	80,000
Local Meal Taxes	639,600	682,194	620,000	620,000	620,000	660,000
Audit Revenue	0	0	3,500	3,500	0	3,500
Container Rental Fees	1,050	975	1,000	1,000	1,000	900
Communications Tax	41,500	41,590	40,000	40,000	40,000	40,000
Transit Passenger Revenue	4,800	5,677	4,000	4,000	4,300	5,000
Business License Fees/Contractors	16,100	7,146	11,000	11,000	7,000	7,000
Business License Fees/Retail Services	116,500	115,697	110,000	110,000	110,000	110,000
Business License Fees/Financial/RE/Prof.	8,700	10,389	8,500	8,500	8,500	8,500
Business License Fees/Repairs & Person Svcs	17,500	18,028	16,500	16,500	16,500	16,500
Business License Fees/Wholesale Businesses	2,100	1,917	1,800	1,800	1,800	1,800
Business License Fees/Utilities	8,200	7,800	8,000	8,000	8,000	8,000
Business License Fees/Hotels	1,300	1,575	1,300	1,300	1,300	1,300
Permits - Sign	1,350	1,320	1,000	1,000	1,000	1,000
Fines & Forfeitures - Court	28,500	33,546	20,000	20,000	20,000	20,000
Parking Fines	50	190	200	200	300	200

Town of Altavista
General Fund Revenue
FY2015 ADOPTED BUDGET

General Fund Revenue (Continued)	<u>FY2012</u> <u>ACTUAL</u>	<u>FY2013</u> <u>ACTUAL</u>	<u>FY2014</u> <u>ADOPTED</u>	<u>FY2014</u> <u>AMENDED</u>	<u>FY2014</u> <u>PROJECTED</u>	<u>FY2015</u> <u>ADOPTED</u>
Interest and Interest Income	29,100	45,610	47,000	47,000	58,000	58,000
Rents - Rental of General Property	850	962	1,000	1,000	1,000	1,000
Rents - Pavilion Rental	0	3,225	2,000	2,000	3,000	3,000
Rents - Booker Building Rentals	0	3,600	4,000	4,000	4,000	4,000
Rents - Rental of Real Property	59,600	75,300	45,000	45,000	50,000	60,000
Property Maintenance Enforcement	0	1,332	1,300	1,300	1,300	1,300
Railroad Rolling Stock Taxes	15,700	18,058	18,000	18,000	19,000	19,000
State DCJS Grant	80,100	80,148	75,000	75,000	80,000	80,000
State Rental Taxes	1,280	417	1,100	1,100	500	500
State/Misc. Grants (Fire Grant)	9,200	9,839	9,100	9,100	9,100	9,100
State/VDOT Contract Services	0	2,324	3,000	3,000	3,000	3,000
State/Police Grant	0	0	0	0	0	0
VDOT Police Grant for Overtime	7,500	6,150	8,100	8,100	0	0
State Transit Revenue	17,000	17,282	12,810	12,810	12,810	15,500
Campbell County Grants	55,000	57,100	57,100	57,100	57,100	57,100
Litter Grant	1,600	2,247	1,600	1,600	2,000	2,000
Fuel - Fire Dept. (Paid by CC)	4,900	4,832	3,700	3,700	4,100	4,100
Federal/Cop Grant	0	0	0	0	0	0
VDOT TEA 21 Grant	319,200	85,482	0	726,320	726,320	0
State / VDOT LAP Funding	0	37,304	0	0	0	0
Federal Transit Revenue	48,700	64,344	78,300	78,300	78,300	70,500
Federal/Byrne Justice Grant	6,400	5,619	4,000	4,000	4,500	4,000
Federal / VDOT LAP Funding	38,750	148,054		751,758	751,760	0
Federal/Bullet Proof Vest Partnership Grant	0	2,800	0	0	0	0
Transfer In from General Fund (C.I.P.)	720,000	72,200	0	23,007	23,007	0
Transfer in from Library Fund	16,000	0	0	0	0	0
Misc. - Sale of Supplies & Materials	11,700	39,867	10,000	10,000	10,000	10,000
Misc. - Cash Discounts	300	215	200	200	200	200
Miscellaneous	17,200	24,759	13,000	48,000	57,500	13,000

Town of Altavista
General Fund Revenue
FY2015 ADOPTED BUDGET

General Fund Revenue (Continued)	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
Transfer in from Comm. Imprv. Fund	0	134,701	0	0	0	0
Transfer In from General Fund Des.Reserves	146,100	0	0	224,922	224,922	
Transfer In from Water & Sewer Fund	0	0	0	0	0	0
	<u>5,252,930</u>	<u>4,692,507</u>	<u>3,975,710</u>	<u>5,736,717</u>	<u>5,870,319</u>	<u>4,104,600</u>

EXPENDITURE SUMMARY (ALL FUNDS)

Town of Altavista
Fund Expenditure Totals
FY2015 ADOPTED BUDGET

GENERAL FUND (FUND 10)	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
Council/Planning Commission						
Personnel	0	0	21,000	21,000	21,000	21,000
Operations	0	0	12,530	12,530	12,930	13,030
Debt Service	0	0	0	0	0	0
CIP	0	0	0	0	0	10,000
Council/Planning Commission - TOTAL:	<u>0</u>	<u>0</u>	<u>33,530</u>	<u>33,530</u>	<u>33,930</u>	<u>44,030</u>
Administration						
Personnel	380,138	406,676	399,600	399,600	399,600	397,400
Operations	309,568	290,168	310,300	310,300	323,557	357,940
Debt Service	0	0	0	0	0	0
CIP	<u>41,415</u>	<u>15,303</u>	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>	<u>35,000</u>
Administration - TOTAL:	<u>731,121</u>	<u>712,147</u>	<u>716,900</u>	<u>716,900</u>	<u>730,157</u>	<u>790,340</u>
Non-Departmental						
Operations	1,589,335	951,611	865,580	866,580	476,660	989,980
Transfer Out to Cemetery Fund	-25,000	-25,000	-31,200	-31,200	-31,200	-28,580
Transfer Out to Enterprise Fund	-43,400	-551,270	0	-412,280	0	0
Transfer Out to General Fund Reserve	-638,800	0	-411,280	0	0	-588,500
Transfer Out to Gen. Fund Reserve (Fire Dept.)	0	<u>-65,000</u>	<u>-65,000</u>	<u>-65,000</u>	<u>-65,000</u>	<u>-65,000</u>
Operations w/o Transfers Out	<u>882,135</u>	<u>310,341</u>	<u>358,100</u>	<u>358,100</u>	<u>380,460</u>	<u>307,900</u>
Debt Service	56,571	56,572	0	0	0	0
CIP	<u>517,904</u>	<u>316,366</u>	<u>6,000</u>	<u>1,681,000</u>	<u>1,681,000</u>	<u>59,000</u>
Non-Departmental - Subtotal:						
Non-Departmental - TOTAL:	<u>1,456,611</u>	<u>683,279</u>	<u>364,100</u>	<u>2,039,100</u>	<u>2,061,460</u>	<u>366,900</u>

Town of Altavista
Fund Expenditure Totals
FY2015 ADOPTED BUDGET

GENERAL FUND (FUND 10)	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
Public Safety						
Personnel	757,190	759,785	785,680	785,680	656,000	783,100
Operations	140,060	110,729	132,500	132,500	129,550	126,800
Debt Service	0	0	0	0	0	0
CIP	<u>58,023</u>	<u>28,652</u>	<u>48,500</u>	<u>58,250</u>	<u>26,250</u>	<u>32,000</u>
Public Safety - TOTAL:	<u>955,272</u>	<u>899,166</u>	<u>966,680</u>	<u>976,430</u>	<u>811,800</u>	<u>941,900</u>
Public Works						
Personnel	516,854	566,798	673,300	673,300	556,000	651,600
Operations	285,341	286,571	281,100	281,100	281,100	292,350
Debt Service	235,785	0	0	0	0	0
CIP	<u>317,010</u>	<u>34,536</u>	<u>40,000</u>	<u>68,000</u>	<u>72,000</u>	<u>48,500</u>
Public Works - TOTAL:	<u>1,354,991</u>	<u>887,905</u>	<u>994,400</u>	<u>1,022,400</u>	<u>909,100</u>	<u>992,450</u>
Transit System						
Personnel	59,915	56,433	57,700	57,700	57,700	61,800
Operations	22,443	25,154	27,700	27,700	28,900	34,250
Debt Service	0	0	0	0	0	0
CIP	<u>17,178</u>	<u>31,757</u>	<u>44,500</u>	<u>44,500</u>	<u>44,500</u>	<u>28,000</u>
Transit System - TOTAL:	<u>99,536</u>	<u>113,344</u>	<u>129,900</u>	<u>129,900</u>	<u>131,100</u>	<u>124,050</u>
Economic Development						
Personnel	0	62,748	77,800	77,800	77,800	79,400
Operations	0	13,084	55,520	90,520	90,520	83,450
Debt Service	0	0	0	0	0	0
CIP	<u>0</u>	<u>0</u>	<u>129,400</u>	<u>129,400</u>	<u>129,400</u>	<u>0</u>
Economic Development - TOTAL:	<u>0</u>	<u>75,832</u>	<u>262,720</u>	<u>297,720</u>	<u>297,720</u>	<u>162,850</u>

Town of Altavista
Fund Expenditure Totals
FY2015 ADOPTED BUDGET

	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2014</u>	<u>FY2014</u>	<u>FY2015</u>
GENERAL FUND (FUND 10)	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ADOPTED</u>	<u>AMENDED</u>	<u>PROJECTED</u>	<u>ADOPTED</u>
GENERAL FUND TOTALS						
Personnel	1,714,097	1,852,440	2,015,080	2,015,080	1,768,100	1,994,300
Operations	1,639,547	1,036,048	1,177,750	1,212,750	1,247,017	1,215,720
Debt Service	292,356	56,572	0	0	0	0
CIP	951,530	426,615	275,400	1,988,150	1,960,150	212,500
GENERAL FUND - GRAND TOTAL:	<u>4,597,531</u>	<u>3,371,674</u>	<u>3,468,230</u>	<u>5,215,980</u>	<u>4,975,267</u>	<u>3,422,520</u>

Town of Altavista
Fund Expenditure Totals
FY2015 ADOPTED BUDGET

	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
ENTERPRISE FUND (FUND 50)						
Water Department						
Personnel	482,300	482,328	526,200	526,200	526,200	525,700
Operations	379,970	356,001	359,700	364,700	363,700	369,300
Debt Service	1,637,635	0	0	0	0	0
CIP	86,820	211,754	135,000	466,200	466,200	115,000
Transfers	0	0	169,375	0	0	132,275
Water Department - TOTAL:	<u>2,586,725</u>	<u>1,050,084</u>	<u>1,190,275</u>	<u>1,357,100</u>	<u>1,356,100</u>	<u>1,142,275</u>
Wastewater Department						
Personnel	579,372	610,725	643,900	643,900	644,200	645,500
Operations	520,810	468,819	493,250	522,150	522,150	485,750
Debt Service	1,676,846	0	0	0	0	0
CIP	75,593	253,464	126,000	749,800	749,800	272,500
Transfers	0	0	169,375	0	0	132,275
Wastewater Department - TOTAL:	<u>2,852,620</u>	<u>1,333,008</u>	<u>1,432,525</u>	<u>1,915,850</u>	<u>1,916,150</u>	<u>1,536,025</u>
ENTERPRISE FUND TOTAL						
Personnel	1,061,672	1,093,053	1,170,100	1,170,100	1,170,400	1,171,200
Operations	900,779	824,821	852,950	886,850	885,850	855,050
Debt Service	3,314,482	0	0	0	0	0
CIP	162,413	465,219	261,000	1,216,000	1,216,000	387,500
Transfers Out - Enterprise Fund	0	0	338,750	0	0	264,550
ENTERPRISE FUND - GRAND TOTAL:	<u>5,439,345</u>	<u>2,383,092</u>	<u>2,622,800</u>	<u>3,272,950</u>	<u>3,272,250</u>	<u>2,678,300</u>

Town of Altavista
Fund Expenditure Totals
FY2015 ADOPTED BUDGET

	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
State/Hwy Reimbursement Fund (Fund 20)						
Operations	380,352	592,636	420,000	645,500	645,500	435,000
CIP	458,653	0	150,000	150,000	150,000	150,000
State/Hwy Water Department - TOTAL:	839,005	592,636	570,000	795,500	795,500	585,000
	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
Cemetery Fund - Fund 90						
Personnel	9,987	14,869	13,200	13,200	13,400	13,080
Operations	15,986	17,589	18,000	18,000	18,000	18,000
Transfer Out - Cemetery Reserve	21,086	22,046	25,000	25,000	25,000	25,000
Cemetery Fund - TOTAL:	47,059	54,504	56,200	56,200	56,400	56,080

Town of Altavista
Fund Expenditure Totals
FY2015 ADOPTED BUDGET

	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
ALL FUNDS TOTAL						
Personnel	2,785,756	2,960,362	3,198,380	3,198,380	2,951,900	3,178,580
Operations	2,936,665	2,471,093	2,468,700	2,763,100	2,796,367	2,523,770
Debt Service	3,606,838	56,572	0	0	0	0
CIP	1,572,596	891,833	686,400	3,354,150	3,326,150	750,000
Transfer Out - General Fund Reserve	638,800	0	411,280	0	0	588,500
Transfer Out - General Fund Reserve (Fire Dept.)	0	0	65,000	65,000	65,000	65,000
Transfer Out - Cemetery Reserve	21,086	22,046	25,000	25,000	25,000	25,000
Transfer Out - Enterprise Fund Reserve	0	0	338,750	0	0	264,550
ALL FUNDS - GRAND TOTAL:	<u>11,561,741</u>	<u>6,401,906</u>	<u>7,193,510</u>	<u>9,405,630</u>	<u>9,164,417</u>	<u>7,395,400</u>

GENERAL FUND DEPARTMENTS EXPENDITURES (FUND 10)

- Council / Planning Commission
- Administration
- Non-Departmental
- Public Safety
- Public Works
- Transit System
- Economic Development

COUNCIL/PLANNING COMMISSION EXPENDITURES

Town of Altavista
Council/Planning Commission
FY 2015 ADOPTED BUDGET

COUNCIL/PLANNING COMMISSION
Fund 10 – Department 1101-401

The Town Council of Altavista has previously been included in the Administration's budget. Last year staff created a new "department" that includes Town Council and the Planning Commission and their expenses. This allows for tracking of the costs associated with "elected" and "appointed" officials separately from the administrative operations. The concept was based on the review of the participants of our "Peer Group".

The Town Council of Altavista is the legislative policy making body of the Town government. The Council is comprised of six members, elected at large, every two years in four year staggered terms. The Mayor is the chief presiding officer of the Town Council and is elected separately by the citizens, and serves a term of four years. The Town Council meets the 2nd Tuesday of each month at 7:00 p.m. in Council's Chambers of the J.R. "Rudy" Burgess Town Hall.

The Planning Commission serves in an advisory role to the Town Council on planning matters. The Commission is comprised of five members that serve four year terms, appointed by the Town Council. The members are paid a monthly stipend. The Planning Commission meets the 1st Monday of each month at 5:00 p.m. in Council's Chambers of the J.R. "Rudy" Burgess Town Hall.

Town Council Members

Mike Mattox, *Mayor*
Beverley Dalton, *Vice Mayor*
Jay Higginbotham
Charles Edwards
Bill Ferguson
Tracy Emerson
Tim George

Planning Commission Members

Jerry Barbee, *Chair*
Laney Thompson, *Vice Chair*
John Woodson
Bill Ferguson
John Jordan

Town of Altavista
Council / Planning Commission
FY2015 ADOPTED BUDGET

	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
<u>COUNCIL/PLANNING COMMISSION - FUND 10</u>				
Wages & Benefits	21,000	21,000	21,000	21,000
Other Employee Benefits				
Services	8,000	8,000	8,000	8,000
Other Charges	4,530	4,530	4,930	5,030
Materials & Supplies	0	0	0	0
Capital Outlay	0	0	0	10,000
Total Expenditures	33,530	33,530	33,930	44,030
PERSONNEL-WAGES & BENEFITS				
Salaries & Wages Regular	19,500	19,500	19,500	19,500
Benefits-FICA	1,500	1,500	1,500	1,500
WAGES & BENEFITS - TOTAL	21,000	21,000	21,000	21,000
SERVICES-PURCHASED, SHARED,INTERNAL				
Contractural Services/Misc & Professional Services	8,000	8,000	8,000	8,000
SERVICES-PURCHASED, SHARED,INTERNAL - TOTAL	8,000	8,000	8,000	8,000
OTHER CHARGES				
Public Official Liability Insurance	900	900	900	900
Conventions & Education	1,000	1,000	1,400	1,500
Dues & Assoc. Membership	130	130	130	130
Planning Commission	2,500	2,500	2,500	2,500
OTHER CHARGES - TOTAL	4,530	4,530	4,930	5,030
CAPITAL OUTLAY				
EDP Equipment - Replacement	0	0	0	10,000
CAPITAL OUTLAY - TOTAL	0	0	0	10,000
COUNCIL/PLANNING COMMISSION TOTAL	33,530	33,530	33,930	44,030

ADMINISTRATION EXPENDITURES

Town of Altavista
Administration
FY 2015 ADOPTED BUDGET

ADMINISTRATION
Fund 10 – Department 1101-401

The Town of Altavista Administration is comprised of several different components, including Town Manager's Office, Finance Department, Human Resources/Personnel/Information Technology, Planning & Zoning, Economic Development and Town Attorney.

The Town Manager serves as the chief administrative officer of the Town of Altavista. The Town Manager is appointed by the Town Council and serves at their pleasure. He is responsible for the planning, organizing, directing and evaluation of the activities of all departments, through the supervision of department heads under his authority. The Town Manager is responsible for carrying out the policies and directives of the Town Council.

The Finance Department is responsible for maintaining accurate financial data in accordance with generally accepted accounting principals, as well as receiving all revenues, maintain a chart of accounts and general ledger, properly coding all expenditures and revenues to the applicable account codes, processing payroll, human resource management, administration of employee benefits, risk management, procurement, accounts receivable, accounts payable, investments and cash management, coordinating an independent audit, maintaining an accountability of fixed assets, and providing monthly financial reports to Town Council, the Town Manager, and all department heads.

The Planning & Zoning Department is responsible for the administration of the Town's Zoning Ordinance, Subdivision Ordinance, comprehensive planning, and other matters of the Town Code related to land use issues. The office is also the staff liaison of the Altavista Planning Commission and Board of Zoning Appeals. The staff is responsible for reviewing site plans, issuing sign permits, zoning permits and proper land use planning.

The Town Attorney expenses are included in the Administration budget and pay for the services of the Town Attorney, who is appointed by the Town Council and serves at their pleasure.

Town of Altavista
Administration
FY2015 ADOPTED BUDGET

	FY2012 ACTUAL	FY2013 ACTUAL	FY2014 ADOPTED	FY2014 AMENDED	FY2014 PROJECTED	FY2015 ADOPTED
ADMINISTRATION - FUND 10						
(Includes 2% Salary Range Adjustment & 2% COLA)						
Wages & Benefits	380,138	406,676	399,600	399,600	399,600	397,400
Other Employee Benefits	10,736	17,581	18,000	18,000	18,000	18,800
Services	155,424	125,089	145,300	145,300	145,300	175,340
Other Charges	118,308	122,726	119,900	119,900	133,157	135,700
Materials & Supplies	25,100	24,772	27,100	27,100	27,100	28,100
Capital Outlay	41,415	15,303	7,000	7,000	7,000	35,000
Total Expenditures	731,121	712,147	716,900	716,900	730,157	790,340
PERSONNEL-WAGES & BENEFITS						
Salaries & Wages - Council	19,500	19,500	0	0	0	0
Salaries & Wages Regular	243,937	261,498	266,500	266,500	266,500	271,000
Salaries & Wages - Overtime	450	326	300	300	300	300
Benefits - FICA	19,659	20,937	22,000	22,000	22,000	21,000
Benefits - VRS	27,077	30,147	29,500	29,500	29,500	27,000
Benefits - Group Med. Ins.	27,081	27,233	34,800	34,800	34,800	34,800
Benefits - Group Life Ins.	705	3,250	3,200	3,200	3,200	3,300
Worker's Compensation	41,727	43,786	43,300	43,300	43,300	40,000
WAGE & BENEFITS - TOTAL	380,138	406,676	399,600	399,600	399,600	397,400
OTHER EMPLOYEE BENEFITS						
Employee Education Assistance	0	0	500	500	500	500
Employee Assistance Program	1,411	1,456	1,500	1,500	1,500	1,500
Other Employee Benefits	9,325	16,125	16,000	16,000	16,000	16,800
OTHER EMPLOYEE BENEFITS - TOTAL	10,736	17,581	18,000	18,000	18,000	18,800
SERVICES-PURCHASED,SHARED,INTERNAL						
COBRA Administration	1,243	1,327	1,400	1,400	1,400	1,400
Legal Services	23,055	22,675	25,000	25,000	25,000	25,000
Advertising	17,266	15,082	16,500	16,500	16,500	16,500

Town of Altavista
Administration
FY2015 ADOPTED BUDGET

	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
Maintenance Service Contracts	56,580	52,112	55,500	55,500	55,500	62,000
Independent Auditor	25,000	17,900	17,900	17,900	17,900	18,440
Engineering & Architectural Services	0	0	5,000	5,000	5,000	5,000
Misc. Professional Services	21,413	8,218	14,000	14,000	14,000	14,000
Contract. Svcs/IT Network & Website	10,866	7,776	10,000	10,000	10,000	33,000
SERVICES - TOTAL	155,424	125,089	145,300	145,300	145,300	175,340
OTHER CHARGES						
Electrical	13,546	11,393	13,000	13,000	13,000	13,000
Heating	3,462	4,854	5,200	5,200	5,200	5,200
Postal Services	7,330	4,996	5,500	5,500	5,500	5,500
Telecommunications	7,448	7,627	8,500	8,500	8,500	8,000
Other Property Insurance	23,022	22,758	24,500	24,500	24,500	29,000
Motor Vehicle Insurance	17,300	17,300	17,500	17,500	17,500	17,000
Surety Bonds	225	225	900	900	900	300
Public Official Liability	893	893	0	0	0	0
General Liability Insurance	20,908	20,366	21,000	21,000	21,000	21,000
Conventions & Education	4,465	4,608	4,500	4,500	4,500	4,000
Dues & Association Memberships	8,563	8,611	8,600	8,600	8,600	8,700
Refunds	0	44	500	500	500	500
Miscellaneous Expense	8,745	17,125	10,000	10,000	23,257	23,300
Miscellaneous Reimbursement	99	95	200	200	200	200
Planning Commission	2,303	1,831	0	0	0	0
OTHER CHARGES - TOTAL	118,308	122,726	119,900	119,900	133,157	135,700
MATERIALS & SUPPLIES						
Office Supplies	8,935	8,573	9,000	9,000	9,000	11,000
Repairs & Maintenance	15,011	15,137	16,500	16,500	16,500	15,500
Fuel	1,129	1,035	1,500	1,500	1,500	1,500
Books & Subscriptions	25	27	100	100	100	100
MATERIALS & SUPPLIES - TOTAL	25,100	24,772	27,100	27,100	27,100	28,100

Town of Altavista
Administration
FY2015 ADOPTED BUDGET

	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
ADMINISTRATION TOTAL - EXCLUDING CAPITAL	689,706	696,844	709,900	709,900	723,157	755,340
CAPITAL OUTLAY						
Motor Vehicles - Replacement	0	0	0	0	0	27,000
EDP Equipment - Replacement	41,415	0	7,000	7,000	7,000	8,000
Communication Equipment - Replacement	0	0	0	0	0	0
EDP Equipment - New	0	15,303	0	0	0	0
CAPITAL OUTLAY - TOTAL	41,415	15,303	7,000	7,000	7,000	35,000
ADMINISTRATION TOTAL INCLUDING CAPITAL	731,121	712,147	716,900	716,900	730,157	790,340

NON-DEPARTMENTAL EXPENDITURES

Town of Altavista
Non-Departmental
FY2015 ADOPTED BUDGET

NON-DEPARTMENTAL - FUND 10

CONTRIBUTIONS - OTHER CHARGES

	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2014</u>	<u>FY2014</u>	<u>FY2015</u>
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ADOPTED</u>	<u>AMENDED</u>	<u>PROJECTED</u>	<u>ADOPTED</u>
Other Charges - Misc.	52,160	51,718	48,600	48,600	79,660	48,600
<i>Property Maintenance Enforcement</i>	4,000	0	5,000	5,000	5,000	5,000
<i>Business Development Center</i>	2,500	2,500	2,500	2,500	2,500	2,500
<i>Altavista Chamber of Commerce</i>	25,000	20,000	20,000	20,000	20,000	20,000
<i>Dumpster Reimbursement</i>	300	0	600	600	600	600
<i>Uncle Billy's Day Funding</i>	20,000	20,000	20,000	20,000	20,000	20,000
<i>Christmas Parade Liability Insurance</i>	360	309	500	500	500	500
Contribution - Altavista EMS	1,000	1,000	11,100	11,100	1,000	10,000
Contribution - Senior Center	1,000	1,000	1,000	1,000	1,000	1,000
Economic Development Incentives	68,875	68,875	52,000	52,000	52,000	52,000
Contribution - YMCA Recreation Program	100,000	100,000	100,000	100,000	100,000	100,000
Contribution - Altavista Fire Co.	580,056	8,300	9,100	9,100	10,500	10,000
Contribution - Avoca	10,000	10,000	16,900	16,900	16,900	16,900
Contribution - Altavista On Track (MS)	35,000	35,000	85,000	85,000	85,000	35,000
CONTRIBUTIONS - OTHER CHARGES - TOTAL	848,091	275,893	323,700	323,700	346,060	273,500

NON-DEPARTMENTAL

Fuel - Fire Company	2,994	4,765	5,000	5,000	5,000	5,000
NON-DEPARTMENTAL	2,994	4,765	5,000	5,000	5,000	5,000

NON-DEPARTMENTAL - SUBTOTAL

TRANSFER OUT

Transfer Out - Cemetery Fund	25,000	25,000	31,200	31,200	31,200	28,580
Transfer Out - Enterprise Fund	43,400	551,270	0	412,280		0
Transfer Out - Library Fund	0	0	0	0	0	0
Transfer Out - General Fund Reserve	638,800	0	411,280	0		588,500
Transfer Out - CIF	0	0	0	0	0	0
Transfer Out - General Fund Reserve (Fire Dept.)	0	65,000	65,000	65,000	65,000	65,000
TRANSFER OUT - TOTAL	707,200	641,270	507,480	508,480	96,200	682,080

Town of Altavista
Non-Departmental
FY2015 ADOPTED BUDGET

	<u>FY2012</u> <u>ACTUAL</u>	<u>FY2013</u> <u>ACTUAL</u>	<u>FY2014</u> <u>ADOPTED</u>	<u>FY2014</u> <u>AMENDED</u>	<u>FY2014</u> <u>PROJECTED</u>	<u>FY2015</u> <u>ADOPTED</u>
DEBT SERVICE						
Debt Service - Principal	49,412	52,871	0	0	0	0
Debt Service - Interest	7,160	3,701	0	0	0	0
DEBT SERVICE - TOTAL	56,571	56,571	0	0	0	0
MATERIALS & SUPPLIES - Non. Dept.						
Avoca Materials & Supplies	31,050	29,683	29,400	29,400	29,400	29,400
MATERIALS & SUPPLIES - TOTAL	31,050	29,683	29,400	29,400	29,400	29,400
NON-DEPARTMENTAL TOTAL - EXCLUDING CAPITAL	1,645,907	1,008,182	865,580	866,580	476,660	989,980
CAPITAL OUTLAY - Non-Departmental						
Capital Outlay - New	0	0	0	0	0	0
Replacement Improvements (VDOT T-21)	397,120	115,644	0	907,900	907,900	0
Replacement Other than Buildings (Avoca)	81,384	4,450	6,000	6,000	6,000	59,000
Replacement Other than Buildings (VDOT LAP)	39,400	196,272	0	767,100	767,100	0
CAPITAL OUTLAY -TOTAL	517,904	316,366	6,000	1,681,000	1,681,000	59,000
NON-DEPARTMENTAL TOTAL - INCLUDING CAPITAL	2,163,811	1,324,549	871,580	2,547,580	2,157,660	1,048,980
NON-DEPARTMENTAL TOTAL - EXCLUDING TRANSFERS OUT	1,456,611	683,279	364,100	2,039,100	2,061,460	366,900

PUBLIC SAFETY EXPENDITURES

Town of Altavista
Public Safety
FY 2015 ADOPTED BUDGET

PUBLIC SAFETY (POLICE)
Fund 10 – Department 3101-501

The Town of Altavista Police Department staffing is currently made up of (12) full time sworn officers and a part time non-sworn administrative position (Clerk III position shared with Administration).

The Police Department is responsible for patrol duties throughout the corporate limits, working with citizens in neighborhood watch programs, investigations of criminal activities, arresting criminal offenders, providing testimony in criminal trials, issuing citations, parking enforcement on public streets and parking lots, education and crime prevention, and other matters related to public safety. The Police Department also assists other area law enforcement agencies through various avenues. The Altavista Police Department is devoted to the concept of community policing and encourages its officers to become in community activities and creating a forum of trust with our business persons and neighborhood residents.

Town of Altavista
Public Safety
FY2015 ADOPTED BUDGET

PUBLIC SAFETY - FUND 10

(INCLUDES 2% Salary Range Adjustment and 2% COLA)

	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
Wages & Benefits	757,190	759,785	785,680	785,680	656,000	783,100
Other Employee Benefits						
Services	8,140	2,216	5,900	5,900	5,900	10,000
Other Charges	40,515	33,736	40,300	40,300	37,350	36,200
Materials & Supplies	91,405	74,778	86,300	86,300	86,300	80,600
Capital Outlay	58,023	28,652	48,500	58,250	26,250	32,000
Total Expenditures	955,272	899,166	966,680	976,430	811,800	941,900
PERSONNEL - WAGES & BENEFITS						
Salaries & Wages - Regular	569,765	558,842	566,200	566,200	470,000	579,500
Salaries & Wages - Overtime	13,533	27,000	24,000	24,000	24,000	11,000
Salaries - Overtime (DMV Grant)	7,805	7,420	14,980	14,980	2,100	0
FICA	42,423	43,280	45,200	45,200	36,000	45,500
VRS	59,896	58,680	62,600	62,600	52,000	64,000
Medical Insurance	62,207	58,230	62,400	62,400	62,400	71,600
Group Life Insurance	1,560	6,334	6,800	6,800	6,000	7,700
Other Employee Benefits	0	0	3,500	3,500	3,500	3,800
WAGES & BENEFITS - TOTAL	757,190	759,785	785,680	785,680	656,000	783,100
SERVICES - PURCHASED, SHARED, INTERNAL						
Maintenance Service Contracts	0	0	0	0	0	7,000
Physicals	1,058	1,388	1,500	1,500	1,500	1,500
Repairs & Maintenance - Electronics	7,082	828	4,400	4,400	4,400	1,500
SERVICES -TOTAL	8,140	2,216	5,900	5,900	5,900	10,000
OTHER CHARGES						
Police Dept. Heating	842	856	1,000	1,000	1,000	1,000
Telecommunications	9,207	9,261	11,000	11,000	11,000	11,000

Town of Altavista
Public Safety
FY2015 ADOPTED BUDGET

	<u>FY2012</u> <u>ACTUAL</u>	<u>FY2013</u> <u>ACTUAL</u>	<u>FY2014</u> <u>ADOPTED</u>	<u>FY2014</u> <u>AMENDED</u>	<u>FY2014</u> <u>PROJECTED</u>	<u>FY2015</u> <u>ADOPTED</u>
General Liability Insurance	3,750	3,647	3,700	3,700	3,700	3,700
Subsistence & Lodging	2,709	2,331	5,000	5,000	5,000	5,000
Conventions and Education	4,536	2,779	4,000	4,000	4,000	4,000
Dues & Association Memberships	4,685	5,070	5,100	5,100	5,100	5,100
Miscellaneous	2,400	1,590	2,500	2,500	2,500	2,000
State Forfeiture Expense	4,279	0	0	0	0	0
Federal Forfeiture Expense	0	8	0	0	0	0
DMV Grant - Equipment	1,500	1,950	1,500	1,500	0	0
Moving Expenses	0	0	0	0	0	0
Grants/Federal COPS Grant	0	0	0	0	0	0
Grants/Byrne Justice Grant	6,607	6,244	6,500	6,500	5,050	4,400
OTHER CHARGES - TOTAL	40,515	33,736	40,300	40,300	37,350	36,200
MATERIALS & SUPPLIES						
Office Supplies	9,092	8,006	9,000	9,000	9,000	5,500
Repair & Maintenance Supplies	1,522	249	1,500	1,500	1,500	1,000
Fuels & Lubricants	33,049	31,055	33,500	33,500	33,500	33,500
Vehicle & Equipment - Repairs	10,897	5,960	10,000	10,000	10,000	9,000
Uniforms and Wearing Apparel	17,124	7,023	12,000	12,000	12,000	10,000
Crime Reporting Software	1,638	1,638	1,700	1,700	1,700	0
Drug Investigations	9,500	11,500	10,000	10,000	10,000	12,000
Small Equipment	0	1,530	0	0	0	1,000
Ammunition & Batteries	8,583	7,817	8,600	8,600	8,600	8,600
MATERIALS & SUPPLIES - TOTAL	91,405	74,778	86,300	86,300	86,300	80,600
POLICE DEPARTMENT TOTAL - EXCLUDING CAPITAL	897,249	870,515	918,180	918,180	785,550	909,900
CAPTIAL OUTLAY						
Vehicle Replacement	31,170	28,652	32,000	32,000	0	32,000

Town of Altavista
Public Safety
FY2015 ADOPTED BUDGET

	<u>FY2012</u> <u>ACTUAL</u>	<u>FY2013</u> <u>ACTUAL</u>	<u>FY2014</u> <u>ADOPTED</u>	<u>FY2014</u> <u>AMENDED</u>	<u>FY2014</u> <u>PROJECTED</u>	<u>FY2015</u> <u>ADOPTED</u>
EDP Equipment - Replacement	0	0	0	0	0	0
Machinery & Equip. - Replacement	5,936	0	16,500	26,250	26,250	0
EDP Equipment - New	0	0	0	0	0	0
Communication Equipment - New	20,917	0	0	0	0	0
 CAPTIAL OUTLAY - TOTAL	 58,023	 28,652	 48,500	 58,250	 26,250	 32,000
POLICE DEPARTMENT TOTAL - INCLUDING CAPITAL	955,272	899,166	966,680	976,430	811,800	941,900

PUBLIC WORKS EXPENDITURES

Town of Altavista
Public Works
FY 2015 ADOPTED BUDGET

PUBLIC WORKS
Fund 10 – Department 4101-601

The Public Works Department is currently made up of twenty (20) full-time employees. The Public Works Department is responsible for maintaining streets, traffic signals, signs, water distribution, wastewater collection, meter reading, sidewalks, storm water management, building and grounds maintenance, cemetery and parks ground keeping, public right of way maintenance, street cleaning and refuse collection. This department provides maintenance services within the current corporate limits, as well as responsibility for utility lines throughout the service area.

The Sanitation (Refuse Collection) of the Public Works budget includes costs related to the collection and disposal of residential and some commercial garbage. The Town currently does not impose a collection fee for customer pickup. To provide this service to our customers, Town crews must operate sanitation routes three days per week (T, W and TH). Pick up of Bulk Items and Brush Pick Ups are performed two days per week (M and F) at no additional cost to the citizen. Seasonal leaf collection and Christmas tree removal is also provided at no additional cost to the citizens. The recycling drop-off center located at the Altavista Commons Shopping Center is also funded through the Sanitation portion of the Public Works budget.

The Public Works Department is responsible for keeping all public streets clean and clear of debris. The street sweeper is utilized in the Central Business District (downtown) weekly; on Main Street, 7th Street and Bedford Avenue every other week and the remaining streets on an as needed basis. Town forces routinely pick up litter in the right of ways.

Also included are the costs associated with the custodial and maintenance work on Town owned buildings and grounds. Services of the Public Works Department are used as needed in the maintenance of the grounds and minor repair work on Town owned buildings and grounds. Custodial contracts and landscape contracts are included in the Public Works budget.

The Town does not have an organized recreation program, relying instead on services provided by the Altavista Area YMCA and the Campbell County Department of Parks and Recreation. Our parks are provided for passive use, utilizing playgrounds, picnic shelters, tennis courts and athletic fields. The facilities are also utilized by the programs operated by the YMCA and Campbell County. The cost associated with the maintenance of the facilities is provided for in the Public Works budget. The contribution to the YMCA which relates to the providing of recreational services on the Town's behalf is included in the Non-Departmental section of the budget.

Town of Altavista
Public Works
FY2015 ADOPTED BUDGET

	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
PUBLIC WORKS - FUND 10						
(INCLUDES 2% Salary Range Adjustment and 2% COLA)						
Wages & Benefits	516,854	566,798	673,300	673,300	556,000	651,600
Other Employee Benefits						
Services	23,128	10,359	8,500	8,500	8,500	9,250
Other Charges	25,895	24,163	25,600	25,600	25,600	25,600
Materials & Supplies	236,319	252,050	247,000	247,000	247,000	257,500
Debt Service	235,785	0	0	0	0	0
Capital Outlay	317,010	34,536	40,000	68,000	72,000	48,500
Total Expenditures	1,354,991	887,905	994,400	1,022,400	909,100	992,450
PERSONNEL - WAGES & BENEFITS						
Salaries & Wages - Regular	378,937	415,548	498,200	498,200	415,000	481,000
Salaries & Wages - Overtime	6,243	7,576	7,000	7,000	7,000	7,000
FICA	29,338	32,942	38,700	38,700	32,000	37,000
VRS	42,719	49,607	55,100	55,100	46,000	52,000
Group Medical Insurance	58,506	55,796	68,300	68,300	50,000	68,300
Group Life Insurance	1,113	5,329	6,000	6,000	6,000	6,300
WAGES & BENEFITS - TOTAL	516,854	566,798	673,300	673,300	556,000	651,600
SERVICES-PURCHASED, SHARED, INTERNAL						
Maintenance Service Contracts	1,359	1,306	1,500	1,500	1,500	2,250
Physicals	790	640	1,000	1,000	1,000	1,000
Repairs & Maintenance - Electronics	1,863	2,789	1,000	1,000	1,000	1,000
SERVICES -PW - TOTAL	4,012	4,735	3,500	3,500	3,500	4,250
OTHER CHARGES-PW						
Telecommunications	7,212	6,353	6,500	6,500	6,500	6,500
Subsistence & Lodging	0	619	500	500	500	500

Town of Altavista
Public Works
FY2015 ADOPTED BUDGET

	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
Conventions & Education	1,274	1,171	1,000	1,000	1,000	1,000
Miscellaneous Expense	937	709	1,000	1,000	1,000	1,000
Other Charges - MISS UTILITY	1,680	505	800	800	800	800
OTHER CHARGES-PW - TOTAL	11,103	9,356	9,800	9,800	9,800	9,800
MATERIALS & SUPPLIES -PW						
Fuels & Lubricants	47,708	52,456	47,000	47,000	47,000	50,000
Vehicle & Equip. Repairs and Maint.	27,887	23,755	25,000	25,000	25,000	25,000
Uniforms & Wearing Apparel	10,063	11,612	12,000	12,000	12,000	14,000
Street Lights - Operating Supplies	28,919	33,372	27,000	27,000	27,000	27,000
Hwy, Strts & Sdwk Supplies	36,135	36,025	42,000	42,000	42,000	42,000
Storm Drainage	832	100	1,000	1,000	1,000	1,000
Repairs & Maint. - Engineering	779	896	1,000	1,000	1,000	1,000
Train Station - Materials & Supplies	948	4,471	2,000	2,000	2,000	2,000
MATERIALS & SUPPLIES-PW - TOTAL	153,271	162,687	157,000	157,000	157,000	162,000
PUBLIC WORKS - PW - SUBTOTAL	685,240	743,576	843,600	843,600	726,300	827,650
MATERIALS & SUPPLIES - SANIT.						
Fuels & Lubricants - Sant.	12,886	13,123	13,000	13,000	13,000	13,000
Vehicle & Equip. Repairs and Maint.	17,467	14,051	15,000	15,000	15,000	17,500
Litter Expenses	6,946	7,872	8,000	8,000	8,000	8,000
MATERIALS & SUPPLIES-SANIT. - TOTAL	37,299	35,045	36,000	36,000	36,000	38,500
SANITATION - TOTAL	37,299	35,045	36,000	36,000	36,000	38,500
SERVICES-PURCHASED,SHARED,INTERNAL - B&G						
Landscaping Contracts	19,116	5,623	5,000	5,000	5,000	5,000
SERVICES - B&G - TOTAL	19,116	5,623	5,000	5,000	5,000	5,000

Town of Altavista
Public Works
FY2015 ADOPTED BUDGET

	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
OTHER CHARGES - B&G						
Electrical	4,998	6,492	6,000	6,000	6,000	6,000
Heating	1,344	993	2,000	2,000	2,000	2,000
OTHER CHARGES - B&G - TOTAL	6,342	7,485	8,000	8,000	8,000	8,000
MATERIALS & SUPPLIES - B&G						
Shop Materials & Supplies	7,031	6,845	6,000	6,000	6,000	6,000
Small Tools - Shop	2,079	4,392	3,000	3,000	3,000	6,000
MATERIALS & SUPPLIES - B&G - TOTAL	9,110	11,237	9,000	9,000	9,000	12,000
BUILDING & GROUNDS - TOTAL	34,568	24,345	22,000	22,000	22,000	25,000
OTHER CHARGES -PARK & REC						
Recreation Electricity	7,712	6,984	7,000	7,000	7,000	7,000
Heating / New Account	487	0	500	500	500	500
Refunds / New Account	250	338	300	300	300	300
OTHER CHARGES-PARK & REC - TOTAL	8,449	7,322	7,800	7,800	7,800	7,800
MATERIALS & SUPPLIES - PARK & REC						
Recreation Materials & Supplies	19,226	26,777	25,000	25,000	25,000	25,000
MATERIALS & SUPPLIES-PARK & REC -TOTAL	19,226	26,777	25,000	25,000	25,000	25,000
PARK & REC - TOTAL	27,675	34,098	32,800	32,800	32,800	32,800
MATERIALS & SUPPLIES - LIBRARY						
Library/Repairs and Maintenance	17,413	16,304	20,000	20,000	20,000	20,000
MATERIALS & SUPPLIES-LIBRARY -TOTAL	17,413	16,304	20,000	20,000	20,000	20,000
LIBRARY - TOTAL	17,413	16,304	20,000	20,000	20,000	20,000
PUBLIC WORKS -SUBTOTAL	802,196	853,369	954,400	954,400	837,100	943,950

Town of Altavista
Public Works
FY2015 ADOPTED BUDGET

	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
DEBT SERVICE - PUBLIC WORKS						
Debt Service - Principal	231,032	0	0	0	0	0
Debt Service - Interest	4,753	0	0	0	0	0
DEBT SERVICE -PW - TOTAL	235,785	0	0	0	0	0
PUBLIC WORKS TOTAL - EXCLUDING CAPITAL	1,037,981	853,369	954,400	954,400	837,100	943,950
CAPITAL OUTLAY - PW						
Motor Vehicles & Equip - Repl.	86,354	0	30,000	30,000	30,000	30,000
Machinery & Equip. - Repl.	0	4,943	0	0	0	18,500
Building - Replace	20,325	0	0	0	0	0
Storm Water Improvements - Repl.	74,028	8,876	0	28,000	32,000	0
Improvements - Other than Buildings - New	0	0	0	0	0	0
Improvements - Other than Buildings - New	0	0	0	0	0	0
Machinery & Equip. - Repl.	0	0	0	0	0	0
Building - Replace	0	0	10,000	10,000	10,000	0
CAPITAL OUTLAY - PW - TOTAL	180,707	13,820	40,000	68,000	72,000	48,500
CAPITAL OUTLAY - PARKS & REC.						
Mat'ls/Improvements - Parks - Repl.	136,303	20,717	0	0	0	0
CAPITAL OUTLAY - PARKS & REC - TOTAL	136,303	20,717	0	0	0	0
CAPITAL OUTLAY - TOTAL	317,010	34,536	40,000	68,000	72,000	48,500
PUBLIC WORKS TOTAL - INCLUDING CAPITAL	1,354,991	887,905	994,400	1,022,400	909,100	992,450

ECONOMIC DEVELOPMENT EXPENDITURES

Town of Altavista
Economic Development
FY 2015 ADOPTED BUDGET

ECONOMIC DEVELOPMENT
Fund 10 – Department 7101-405

The Economic Development Department was formed in FY2013 and is responsible for activities associated with economic development including encouragement of the success and growth of local business/industry, as well as the recruitment of ones to Town. The department is also responsible for the promotion of the town and the development of resources for economic development purposed.

Staff is currently working with AOT to see if it would be advantageous to have the functions of their director under the Economic Development office. No funding is included in the budget, although if it is decided the funding would be utilized from the AOT contribution request in the Non-Departmental budget (no additional funds would be required).

Town of Altavista
Economic Development
FY2015 ADOPTED BUDGET

	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
<u>ECONOMIC DEVELOPMENT - FUND 10</u>					
(INCLUDES 2% Salary Range Adjustment and 2% COLA)					
Wages & Benefits	62,748	77,800	77,800	77,800	79,400
Other Employee Benefits					
Services	827	14,700	49,700	49,700	47,700
Other Charges	11,447	35,320	35,320	35,320	30,250
Materials & Supplies	810	5,500	5,500	5,500	5,500
Capital Outlay	0	129,400	129,400	129,400	0
Total Expenditures	75,832	262,720	297,720	297,720	162,850
PERSONNEL-WAGES & BENEFITS					
Salaries & Wages Regular	52,267	64,800	64,800	64,800	66,100
Benefits-FICA	4,008	5,000	5,000	5,000	5,100
Benefits-VRS	5,842	7,200	7,200	7,200	7,300
Benefits- Group Medical Ins.	0	0	0	0	0
Benefits-Group Life Ins.	629.8	800	800	800	900
WAGES & BENEFITS - TOTAL	62,748	77,800	77,800	77,800	79,400
SERVICES-PURCHASED, SHARED,INTERNAL					
Contractural Services/Advertising	827	14,700	49,700	49,700	47,700
SERVICES-PURCHASED, SHARED,INTERNAL - TOTAL	827	14,700	49,700	49,700	47,700
OTHER CHARGES					
Postal Services	20	750	750	750	750
Telecommunications	839	1,000	1,000	1,000	2,000
Subsistance & Lodging	5,752	21,600	21,600	21,600	15,000
Conventions & Education	3,520	6,470	6,470	6,470	7,500
Dues & Assoc. Membership	670	2500	2500	2500	2000
Miscellaneous	647	3,000	3,000	3,000	3,000
OTHER CHARGES - TOTAL	11,447	35,320	35,320	35,320	30,250
MATERIALS & SUPPLIES					
Office Supplies	710	2,500	2,500	2,500	2,500
Fuels & Lubricants	0	2,000	2,000	2,000	2,000
Vehicle&Equip/Repairs & Maintenance	0	500	500	500	500
Books & Subscriptions	100	500	500	500	500
MATERIALS & SUPPLIES	810	5,500	5,500	5,500	5,500
ECONOMIC DEVELOPMENT TOTAL -EXCLUDING CAPITAL	75,832	133,320	168,320	168,320	162,850

Town of Altavista
Economic Development
FY2015 ADOPTED BUDGET

	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
CAPITAL OUTLAY					
Building - Replace	0	104,400	104,400	104,400	
Motor Vehicles - New	0	25,000	25,000	25,000	
CAPITAL OUTLAY - TOTAL	0	129,400	129,400	129,400	0
ECONOMIC DEVELOPMENT TOTAL -INCLUDING CAPITAL	75,832	262,720	297,720	297,720	162,850

TRANSIT (ACTS) EXPENDITURES

Town of Altavista
Transit System (ACTS)
FY 2015 ADOPTED BUDGET

TRANSIT SYSTEM (ACTS)
Fund 10 – Department 6101-403

The Town of Altavista operates the Altavista Community Transit System through a grant from the Virginia Department of Rail and Public Transportation. ACTS operates a single deviated fixed route and has been operating for the past few years. The Assistant Town Manager serves as the administration support for this operation and accordingly forty (40%) percent of his time is allocated to this function. The system also employs part-time drivers to cover the Monday through Friday (8:00 a.m. – 6:00 p.m.) and Saturday (9:00 a.m. – 2:00 p.m.) hours of operation. Based on the recent ACTS “Transit Development Plan,” the summer and Saturday hours would be extended in FY2015.

ACTS is funded through federal and state grants, local match and fare box revenues. Ridership continues to increase. During calendar year 2011, ridership was at approximately 11,000 (avg. of 40 riders per day), 2012 saw an increase to 15,300 riders (avg. of 54 riders per day), and an additional increase in 2013 to 17,800 riders (avg. 63 riders per day). As would be expected, fare box revenue increased each year, while operational costs have remained consistent.

Town of Altavista
Transit System
FY2015 ADOPTED BUDGET

	FY2012 ACTUAL	FY2013 ACTUAL	FY2014 ADOPTED	FY2014 AMENDED	FY2014 PROJECTED	FY2015 ADOPTED
TRANSIT SYSTEM - FUND 10						
(INCLUDES 2% Salary Range Adjustment and 2% COLA)						
Wages & Benefits	59,915	56,433	57,700	57,700	57,700	61,800
Services	1,815	814	3,500	3,500	3,300	5,950
Other Charges	2,221	3,839	4,000	4,000	4,000	4,150
Materials & Supplies	18,408	20,501	20,200	20,200	21,600	24,150
Capital Outlay	17,178	31,757	44,500	44,500	44,500	28,000
Total Expenditures	99,536	113,344	129,900	129,900	131,100	124,050
PERSONNEL-WAGES & BENEFITS						
Salaries & Wages Regular	51,931	48,859	49,500	49,500	49,500	53,200
Salaries & Wages - Overtime	0	0	0	0	0	0
Benefits - FICA	4,000	3,781	3,800	3,800	3,800	4,200
Benefits - VRS	2,850	2,482	2,600	2,600	2,600	2,600
Benefits - Group Med. Ins.	0	0	0	0	0	0
Benefits - Group Life Ins.	80	268	300	300	300	300
Worker's Compensation	1,055	1,043	1,500	1,500	1,500	1,500
WAGE & BENEFITS - TOTAL	59,915	56,433	57,700	57,700	57,700	61,800
SERVICES-PURCHASED,SHARED,INTERNAL						
Advertising	1,390	334	2,400	2,400	2,400	2,400
Maintenance Service Contracts	0	0	0	0	0	350
Misc. Professional Services	0	200	300	300	300	2,700
Physicals	425	280	800	800	600	500
SERVICES - TOTAL	1,815	814	3,500	3,500	3,300	5,950
OTHER CHARGES						
Telecommunications	928	1,580	1,200	1,200	1,200	1,200

Town of Altavista
Transit System
FY2015 ADOPTED BUDGET

	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
Motor Vehicle Insurance	1,168	1,168	1,500	1,500	1,500	1,500
Subsistance & Lodging	0	410	500	500	500	500
Conventions & Education	125	681	800	800	800	800
Dues & Association Memberships	0	0	0	0	0	150
Miscellaneous /Indirect	0	0	0	0	0	0
Miscellaneous /Other Fixed Costs	0	0	0	0	0	0
OTHER CHARGES - TOTAL	2,221	3,839	4,000	4,000	4,000	4,150
MATERIALS & SUPPLIES						
Office Supplies	131	211	300	300	300	250
Fuel	16,874	17,341	17,000	17,000	17,000	19,300
Vehicle & Equip. Repairs/Maint.	1,161	2,360	2,500	2,500	3,500	3,700
Other Operating Supplies	16	292	100	100	500	500
Supplies	226	297	300	300	300	400
MATERIALS & SUPPLIES - TOTAL	18,408	20,501	20,200	20,200	21,600	24,150
TRANSIT TOTAL - EXCLUDING CAPITAL	82,359	81,587	85,400	85,400	86,600	96,050
CAPITAL OUTLAY						
EDP Equipment - Replacement	0	0	0	0	0	2,000
Motor Vehicles - New	0	0	24,500	24,500	24,500	
Machinery & Equipment - New	17,178	31,757	20,000	20,000	20,000	8,000
Improvements Other Than Bldg	0	0	0	0	0	18,000
CAPITAL OUTLAY - TOTAL	17,178	31,757	44,500	44,500	44,500	28,000
TRANSIT TOTAL - INCLUDING CAPITAL	99,536	113,344	129,900	129,900	131,100	124,050

STATE/HIGHWAY REIMBURSEMENT FUND (FUND 20)

Town of Altavista
State/Highway Reimbursement Fund
FY2015 ADOPTED BUDGET

State/Highway Reimbursement Fund - Fund 20

REVENUE

	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
Street & Highway Maintenance	574,305	585,272	570,000	570,000	570,000	585,000
Street & Highway Maintenance/Carry Over	276,363	102,400	0	225,500	225,500	
State/Highway Reimbursement Fund - GRAND TOTAL:	<u>850,668</u>	<u>687,672</u>	<u>570,000</u>	<u>795,500</u>	<u>795,500</u>	<u>585,000</u>

EXPENDITURES

Maintenance - Other Maintenance	0	0	0	0	0	0
Maintenance - Drainage	23,422	15,376	26,000	54,100	54,100	48,200
Maintenance - Pavement	15,769	140,369	162,200	307,565	307,565	150,000
Maintenance - Traffic Control Devices	65,820	53,873	56,800	56,800	56,800	56,800
Engineering - Repairs & Maintenance	29,413	0	10,000	10,000	10,000	10,000
Road/Street/Highway - Snow & Ice Removal	4,459	12,092	40,000	56,000	56,000	40,000
Road/Street/Highway - Other Traffic Services	58,635	65,947	50,000	50,000	50,000	50,000
General Admin. & Misc. - Miscellaneous	80,433	79,478	75,000	111,035	111,035	80,000
State/Highway Reimb. Fund - Subtotal:	<u>277,952</u>	<u>367,136</u>	<u>420,000</u>	<u>645,500</u>	<u>645,500</u>	<u>435,000</u>
Improvements Other Than Buildings - New	458,653	0	150,000	150,000	150,000	150,000
Engineering - New	0	0	0	0	0	0
State/Highway Reimb. Fund - Capital Outlay - Subtotal:	<u>458,653</u>	<u>0</u>	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>
Transfer Out - General Fund Reserve	102,400	225,500	0	0	0	
State/Highway Fund - GRAND TOTAL:	<u>839,005</u>	<u>592,636</u>	<u>570,000</u>	<u>795,500</u>	<u>795,500</u>	<u>585,000</u>

ENTERPRISE FUND REVENUE (FUND 50)

Town of Altavista
Enterprise Fund Revenue
FY2015 ADOPTED BUDGET

Enterprise Fund Revenue	<u>2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
Interest/Interest Income	4,500	3,388	4,000	4,000	4,000	3,500
Water Charges - Industrial	788,000	802,774	825,400	825,400	825,400	861,000
Water Charges - Business/Residential	197,900	217,215	229,700	229,700	229,700	239,600
Water Charges - Outside Community	124,354	127,590	147,700	147,700	147,700	130,200
Water Charges - Water Connection Fees	1,400	1,450	1,200	1,200	1,200	1,200
Sewer Charges - Industrial	1,080,800	1,077,035	1,100,000	1,100,000	1,100,000	1,130,900
Sewer Charges - Business/Residential	204,000	221,920	229,200	229,200	229,200	238,800
Sewer Charges - Outside Community	2,100	1,952	1,900	1,900	1,900	1,900
Sewer Charges - Sewer Connection Fees	4,900	3,300	4,000	4,000	4,000	2,000
Sewer Charges - Sewer Surcharges	65,500	33,759	45,000	45,000	45,000	40,000
Charges for Service - Water/Sewer Penalties	3,850	3,554	3,500	3,500	3,500	3,500
State Fluoride Grant	27,300	0	0	0	0	0
Misc. Cash Discounts	10	29	200	200	200	200
Misc. - Sale of Supplies & Materials	0	0	1000	1000	1000	500
Miscellaneous	35,100	34,830	30,000	30,000	30,000	25,000
Transfer In from Fund 50 (CIP Designated Res)	1,275,000	0	0	232,870	232,870	
Transfer In from Reserves (DEBT PAYOFF)	1,452,300	0	0	0	0	
Transfer in From General Fund	<u>43,400</u>	<u>551,270</u>	<u>0</u>	<u>412,280</u>	<u>412,280</u>	
ENTERPRISE FUND - REVENUE:	<u>5,310,414</u>	<u>3,080,066</u>	<u>2,622,800</u>	<u>3,267,950</u>	<u>3,267,950</u>	<u>2,678,300</u>

ENTERPRISE FUND DEPARTMENTS EXPENDITURES (FUND 50)

- Water
- Waste Water

Town of Altavista
Water Department Expenditures
FY 2015 ADOPTED BUDGET

WATER EXPENDITURES

Town of Altavista
Water Department
FY 2015 ADOPTED BUDGET

**UTILITIES (ENTERPRISE)
WATER DEPARTMENT
Fund 50 – Department 5001-701**

The Town of Altavista operates a 3.0 MGD water treatment facility located just east of the corporate limits of the Town of Altavista off Ricky Van Shelton Drive across the Staunton River. The plant draws raw water from the Staunton River. The facility and its treatment process comply with Virginia Department of Health (VDH) and Department of Environmental Quality (DEQ) and rated as a Class II plant. Currently there are eight full-time employees that operate the WTP.

Additional water sources for the Town include two springs (Reynolds Spring and McMinnis Spring), as well as an alternate raw water intake on Reed Creek directly adjacent to the Town's WTP. Reynolds Spring supplies water to the Town system through the Dearing Ford Road Storage Tank located near the north end of Clarion Road and supplies a permitted capacity of 280 GPM. McMinnis Spring supplies water to the Town system at the intersection of Myrtle Lane and Woodland Avenue near the Bedford Avenue Storage Tank; the spring has a permitted pumping capacity of 320 GPM.

The Administration component of this department handles the monthly and quarterly billings. The budget includes 60% of a Clerk IV's salary and benefits for the billing and payments associated with water bills.

The Distribution component of this department, which is made up of employees that are directed through Public Works, consists of Administrative Assistant (10%), a Utility Supervisor (50%) that directs a three person crew (50%) and a meter reader (50%). The Town currently has approximately 1,500 connections, including residential, commercial, institutional and industrial users. This group is responsible for the acquisition of data for billing and the maintenance/repair/replacement of approximately 240,000 linear feet of water line, ranging in size from 1-inch to 12-inches in diameter. In addition, they are responsible for an estimated 199 fire hydrants and an estimated 486 valves within the water distribution system. The Town also maintains eight meter and pressure reducing valve (PRV) vaults.

Town of Altavista
Water Department
FY2015 ADOPTED BUDGET

	FY2012 ACTUAL	FY2013 ACTUAL	FY2014 ADOPTED	FY2014 AMENDED	FY2014 PROJECTED	FY2015 ADOPTED
WATER DEPARTMENT - FUND 50						
(INCLUDES 2% Salary Range Adjustment & 2% COLA)						
Wages & Benefits	482,300	482,328	526,200	526,200	526,200	525,700
Other Employee Benefits						
Services	69,314	41,901	38,450	43,450	43,450	43,450
Other Charges	158,772	148,294	162,250	162,250	161,250	161,850
Materials & Supplies	151,884	165,806	159,000	159,000	159,000	164,000
Debt Service	1,637,635	0	0	0	0	0
Capital Outlay	86,820	211,754	135,000	466,200	466,200	115,000
Transfers	0	0	169,375	0	0	132,275
Total Expenditures	2,586,725	1,050,084	1,190,275	1,357,100	1,356,100	1,142,275
PERSONNEL - WAGES & BENEFITS - ADMIN.						
Salaries & Wages - Admin.	18,300	20,241	19,800	19,800	19,800	20,500
Salaries & Wages - Overtime	0	148.87	100	100	100	100
FICA	1,400	1,265	1,600	1,600	1,600	1,600
VRS Retirement	2,000	2,140	2,200	2,200	2,200	2,300
Medical Insurance	3,900	3,840	3,900	3,900	3,900	3,900
Group Life Insurance	100	231	300	300	300	300
WAGES & BENEFITS - Admin. - TOTAL	25,700	27,865	27,900	27,900	27,900	28,700
PERSONNEL - WAGES & BENEFITS - DISTRIBUTION						
Salaries & Wages - Distribution	77,100	87,957	89,400	89,400	89,400	77,500
Salaries & Wages - Overtime	3,000	2,101	3,000	3,000	3,000	3,000
FICA	6,100	5,647	7,100	7,100	7,100	6,200
VRS Retirement	8,300	8,416	9,900	9,900	9,900	8,500
Medical Insurance	8,500	7,006	8,700	8,700	8,700	8,700
Group Life Insurance	200	907	1,100	1,100	1,100	1,100
WAGES & BENEFITS - Dist. - TOTAL	103,200	112,035	119,200	119,200	119,200	105,000

Town of Altavista
Water Department
FY2015 ADOPTED BUDGET

	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
MATERIALS & SUPPLIES - DISTRIBUTION						
Repair & Maintenance Supplies	25,000	50,024	28,000	28,000	28,000	28,000
Meter Testing/Replacement	12,500	9,897	10,000	10,000	10,000	15,000
MATERIALS & SUPPLIES - TOTAL	37,500	59,921	38,000	38,000	38,000	43,000
 DISTRIBUTION -TOTAL	 140,700	 171,956	 157,200	 157,200	 157,200	 148,000
 PERSONNEL - WAGES & BENEFITS - TREATMENT						
Salaries & Wages - Treatment	236,600	234,625	262,100	262,100	262,100	273,000
Salaries & Wages - Overtime	25,000	23,207	25,000	25,000	25,000	25,000
FICA	20,000	18,350	22,200	22,200	22,200	23,000
VRS Retirement	25,400	25,684	29,200	29,200	29,200	30,000
Medical Insurance	45,700	37,795	37,400	37,400	37,400	37,400
Group Life Insurance	700	2,768	3,200	3,200	3,200	3,600
 WAGES & BENEFITS - Treatment - TOTAL	 353,400	 342,429	 379,100	 379,100	 379,100	 392,000
 SERVICES-PURCHASED, SHARED, INTERNAL						
Maint. Service Contracts	26,899	21,215	20,000	20,000	20,000	20,000
Misc. Professional Services	19,856	1,574	0	5,000	5,000	5,000
Physicals	0	25	150	150	150	150
Water Purchases - CC	7,553	4007	3,300	3,300	3,300	3,300
Repairs & Maint.	15,005	15080	15,000	15,000	15,000	15,000
SERVICES -TOTAL	69,314	41,901	38,450	43,450	43,450	43,450
 OTHER CHARGES						
Electrical	122,431	115,963	125,000	125,000	125,000	125,000
Heating	2,007	3579	3,500	3,500	3,500	3,500
Telecommunications	11,150	8820	12,000	12,000	12,000	12,000
Substance & Lodging	0	0	500	500	500	500

Town of Altavista Water Department FY2015 ADOPTED BUDGET						
	<u>FY2012</u> <u>ACTUAL</u>	<u>FY2013</u> <u>ACTUAL</u>	<u>FY2014</u> <u>ADOPTED</u>	<u>FY2014</u> <u>AMENDED</u>	<u>FY2014</u> <u>PROJECTED</u>	<u>FY2015</u> <u>ADOPTED</u>
Conventions & Education	978	1,371	3,000	3,000	3,000	3,000
Dues & Assoc. Memberships	488	420	750	750	750	750
Refunds	725	0	500	500	500	500
Misc. Expense	904	962	2,000	2,000	2,000	2,000
Sample Testing	6,848	11,826	9,000	9,000	9,000	9,000
Fees Paid to Commonwealth	3,442	4,953	6,000	6,000	5,000	5,000
Professional License	0	400	0	0	0	600
State Flouride Grant	9,800	0	0	0	0	0
OTHER CHARGES - TOTAL	158,772	148,294	162,250	162,250	161,250	161,850
MATERIALS & SUPPLIES						
Office Supplies	0	0	0	0	0	1,000
Repair & Maint. Supplies	17,300	16,949	20,000	20,000	20,000	20,000
Fuels & Lubricants	3,494	3,025	3,000	3,000	3,000	3,000
Materials & Supplies/Vehicles & Equip.	1,110	5	500	500	500	500
Uniforms & Wearing Apparel	450	87	500	500	500	500
Other Operating Supplies	90,058	84,200	95,000	95,000	95,000	95,000
Small Tools & Supplies	1,972	1,619	2,000	2,000	2,000	1,000
MATERIALS & SUPPLIES - TOTAL	114,384	105,885	121,000	121,000	121,000	121,000
WATER - TREATMENT - TOTAL	695,870	638,509	700,800	705,800	704,800	718,300
WATER - SUBTOTAL:	862,270	838,329	885,900	890,900	889,900	895,000
DEBT SERVICE						
Debt Service - Principal	769,225	0	0	0	0	0
2007 Bond debt - May 2022						
Debt Service - Interest	15,794	0	0	0	0	0
2007 Bond debt - May 2022						

Town of Altavista
Water Department
FY2015 ADOPTED BUDGET

	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
Bond Issuance Costs	0	0	0	0	0	0
Expense for 2010 Bond Debt						
Debt Service - Principal	804,167	0	0	0	0	0
2009 Bond Debt						
Debt Service - Interest	40,692	0	0	0	0	0
2009 Bond Debt						
Prepayment Penalty (FY2012)	7,758	0	0	0	0	0
DEBT SERVICE - TOTAL	1,637,635	0	0	0	0	0
WATER DEPARTMENT TOTAL - EXCLUDING CAPITAL	2,499,905	838,329	885,900	890,900	889,900	895,000
CAPITAL OUTLAY						
Motor Vehicles - Replc.	0	24,976	0	0	0	0
Machinery & Equip. - Replc.	86,820	12,985	135,000	135,000	135,000	115,000
Replacement - Improvements Other than Buildings	0	173,794	0	331,200	331,200	0
CAPITAL OUTLAY - TOTAL	86,820	211,754	135,000	466,200	466,200	115,000
TRANSFER OUT						
Transfer Out - Enterprise Fund Reserve	0	0	169,375	0	0	132,275
TRANSFER OUT - TOTAL	0	0	169,375	0	0	132,275
WATER DEPARTMENT TOTAL - INCLUDING CAPITAL	2,586,725	1,050,084	1,190,275	1,357,100	1,356,100	1,142,275

WASTE WATER EXPENDITURES

Town of Altavista
Waste Water Department
FY 2015 ADOPTED BUDGET

UTILITIES (ENTERPRISE)
WASTE WATER
Fund 50 – Department 5101-702

The Town of Altavista operates a 3.6 MGD waste water treatment facility located on the south side of the Norfolk Southern railway at the termini of Lane Access Road. The plant draws raw water from the Staunton River. The facility discharges treated effluent to the Staunton River. Currently there are ten full-time employees that operate the WWTP.

The WWTP is an activated sludge facility with extended aeration. The process includes two wastewater pump stations, a septage receiving station, head works, dual grit traps, aeration basins, and circular secondary clarifiers with return/waste activated sludge and scum pump station. Ultraviolet irradiation is used for disinfection of treated effluent.

The Administration component of this department handles the monthly and quarterly billings. The budget includes 15% of a Clerk IV's salary and benefits for the billing and payments associated with water bills.

The Distribution component of this department, which is made up of employees that are directed through Public Works, consists of an Administrative Assistant (10%) and a Utility Supervisor (50%), that directs a three person crew (50%). This group is responsible for the maintenance/repair/replacement of sewer lines.

Town of Altavista
Waste Water Department
FY2015 ADOPTED BUDGET

	<u>FY2012</u> <u>ACTUAL</u>	<u>FY2013</u> <u>ACTUAL</u>	<u>FY2014</u> <u>ADOPTED</u>	<u>FY2014</u> <u>AMENDED</u>	<u>FY2014</u> <u>PROJECTED</u>	<u>FY2015</u> <u>ADOPTED</u>
WASTE WATER DEPARTMENT - FUND 50						
(INCLUDES 2% Salary Range Adjustment & 2% COLA)						
Wages & Benefits	579,372	610,725	643,900	643,900	644,200	645,500
Other Employee Benefits						
Services	35,844	28,917	12,850	41,750	41,750	10,650
Other Charges	320,483	301,066	311,800	311,800	311,800	311,500
Materials & Supplies	164,483	138,836	168,600	168,600	168,600	163,600
Debt Service	1,676,846	0	0	0	0	0
Capital Outlay	75,593	253,464	126,000	749,800	749,800	272,500
Transfers	0	0	169,375	0	0	132,275
Total Expenditures	2,852,620	1,333,008	1,432,525	1,915,850	1,916,150	1,536,025
PERSONNEL - WAGES & BENEFITS - ADMIN.						
Salaries & Wages - Admin.	4,674	5,060	5,000	5,000	5,000	5,100
Salaries & Wages - Overtime	49	37	0	0	0	100
FICA	296	316	400	400	400	400
VRS Retirement	498	535	600	600	600	600
Medical Insurance	978	960	1,000	1,000	1,000	1,000
Group Life Insurance	13	58	100	100	100	100
WAGES & BENEFITS - ADMIN. - TOTAL	6,508	6,966	7,100	7,100	7,100	7,300
PERSONNEL - WAGES & BENEFITS - COLLECTION						
Salaries & Wages - Collection	70,144	42,854	70,700	70,700	70,700	58,000
Salaries & Wages - Overtime	195	569	3,000	3,000	3,000	3,000
FICA	4,525	4,402	5,700	5,700	5,700	4,700
VRS Retirement	6,475	6,387	7,900	7,900	7,900	6,500
Medical Insurance	5,472	3,806	5,500	5,500	5,500	5,500

Town of Altavista
Waste Water Department
FY2015 ADOPTED BUDGET

	<u>FY2012</u> <u>ACTUAL</u>	<u>FY2013</u> <u>ACTUAL</u>	<u>FY2014</u> <u>ADOPTED</u>	<u>FY2014</u> <u>AMENDED</u>	<u>FY2014</u> <u>PROJECTED</u>	<u>FY2015</u> <u>ADOPTED</u>
Group Life Insurance	168	688	900	900	900	800
WAGES & BENEFITS - COLLECTION - TOTAL	86,980	58,706	93,700	93,700	93,700	78,500
MATERIALS & SUPPLIES - COLLECTION						
Repair & Maintenance Supplies	9,186	12,540	18,000	18,000	18,000	18,000
MATERIALS & SUPPLIES - TOTAL	9,186	12,540	18,000	18,000	18,000	18,000
COLLECTION TOTAL	96,165	71,246	111,700	111,700	111,700	96,500
PERSONNEL - WAGES & BENEFITS - TREATMENT						
Salaries & Wages - Treatment	359,308	409,075	402,700	402,700	402,700	431,100
Salaries & Wages - Overtime	4,486	4,709	4,500	4,500	4,800	4,500
FICA	27,203	28,729	31,400	31,400	31,400	33,500
VRS Retirement	39,968	43,578	44,800	44,800	44,800	47,500
Medical Insurance	53,878	54,265	54,800	54,800	54,800	37,400
Group Life Insurance	1,041	4,697	4,900	4,900	4,900	5,700
WAGES & BENEFITS - TREATMENT - TOTAL	485,884	545,052	543,100	543,100	543,400	559,700
SERVICES-PURCHASED, SHARED, INTERNAL						
Maint. Service Contracts	5,582	4,529	6,700	6,700	6,700	5,500
Misc. Professional Services	23,640	21,573	0	28,900	28,900	0
Physicals	0	45	150	150	150	150
Repairs & Maint.	6,622	2,770	6,000	6,000	6,000	5,000
SERVICES - TOTAL	35,844	28,917	12,850	41,750	41,750	10,650
OTHER CHARGES - WASTE WATER						
Electrical	290,720	276,380	275,000	275,000	275,000	275,000

Town of Altavista
Waste Water Department
FY2015 ADOPTED BUDGET

	<u>FY2012</u> <u>ACTUAL</u>	<u>FY2013</u> <u>ACTUAL</u>	<u>FY2014</u> <u>ADOPTED</u>	<u>FY2014</u> <u>AMENDED</u>	<u>FY2014</u> <u>PROJECTED</u>	<u>FY2015</u> <u>ADOPTED</u>
Heating	3,609	4,732	5,000	5,000	5,000	5,000
Telecommunications	4,294	4,361	4,500	4,500	4,500	4,500
Substance & Lodging	0	0	300	300	300	300
Conventions & Education	20	942	1,000	1,000	1,000	1,000
Dues & Assoc. Memberships	0	0	0	0	0	0
Miscellaneous Expense	3,213	343	1,000	1,000	1,000	1,000
Sample Testing	9,734	5,416	15,000	15,000	15,000	15,000
Fees Paid to Commonwealth	8,172	8,892	8,500	8,500	8,500	9,200
Professional License	720	0	1,500	1,500	1,500	500
OTHER CHARGES - TOTAL	320,483	301,066	311,800	311,800	311,800	311,500
MATERIALS & SUPPLIES						
Office Supplies	416	428	500	500	500	500
Maint. Supplies	61,136	47,598	55,000	55,000	55,000	50,000
Fuels & Lubricants	11,667	9,728	9,000	9,000	9,000	9,000
Materials & Supplies/Vehicles & Equip.	2,802	1,522	3,600	3,600	3,600	3,600
Uniforms & Wearing Apparel	558	313	1,000	1,000	1,000	1,000
Other Operating Supplies	77,551	65,876	80,000	80,000	80,000	80,000
Small Tools & Supplies	1,167	832	1,500	1,500	1,500	1,500
MATERIALS & SUPPLIES - TOTAL	155,297	126,296	150,600	150,600	150,600	145,600
WASTE WATER TREATMENT - TOTAL	997,508	1,001,332	1,018,350	1,047,250	1,047,550	1,027,450
DEBT SERVICE						
Debt Service - Principal	388,989	0	0	0	0	0
2007 Bond debt - May 2022						

Town of Altavista
Waste Water Department
FY2015 ADOPTED BUDGET

	<u>FY2012</u> <u>ACTUAL</u>	<u>FY2013</u> <u>ACTUAL</u>	<u>FY2014</u> <u>ADOPTED</u>	<u>FY2014</u> <u>AMENDED</u>	<u>FY2014</u> <u>PROJECTED</u>	<u>FY2015</u> <u>ADOPTED</u>
Debt Service - Interest 2007 Bond debt - May 2022	7,970	0	0	0	0	0
Debt Service - Principal 2003 Refinance - April 2013	829,091	0	0	0	0	0
Debt Service Interest 2003 Refinance - April 2013	11,600	0	0	0	0	0
Debt Service - Principal 2009 Debt	414,237	0	0	0	0	0
Debt Service - interest 2009 Debt	20,963	0	0	0	0	0
Prepayment Penalty (FY2012)	3996.37	0	0	0	0	0
DEBT SERVICE - TOTAL	1,676,846	0	0	0	0	0
WASTE WATER DEPARTMENT TOTAL - EXCLUDING CAPITAL	2,777,028	1,079,544	1,137,150	1,166,050	1,166,350	1,131,250
CAPITAL OUTLAY						
Machinery & Equip. - Replc.	51,911	23,539	126,000	126,000	126,000	175,500
Motor Vehicle - Replace	0	0	0	0	0	97,000
Motor Vehicle - New	23,682	23,569	0	0	0	0
Improvements other than Buildings - Replc.	0	206,356	0	571,500	571,500	0
Buildings - Replace	0	0	0	52,300	52,300	0
CAPTIAL OUTLAY - TOTAL	75,593	253,464	126,000	749,800	749,800	272,500

Town of Altavista
Waste Water Department
FY2015 ADOPTED BUDGET

	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
TRANSFER OUT						
Transfer Out - Enterprise Fund Reserve	0	0	169,375	0	0	132,275
TRANSFER OUT - TOTAL	0	0	169,375	0	0	132,275
WASTE WATER - TOTAL INCLUDING CAPITAL	2,852,620	1,333,008	1,432,525	1,915,850	1,916,150	1,536,025

CEMETERY FUND (FUND 90)

Town of Altavista
Cemetery Fund
FY2015 ADOPTED BUDGET

Cemetery Fund - Fund 90	<u>FY2012 ACTUAL</u>	<u>FY2013 ACTUAL</u>	<u>FY2014 ADOPTED</u>	<u>FY2014 AMENDED</u>	<u>FY2014 PROJECTED</u>	<u>FY2015 ADOPTED</u>
REVENUE						
Permits/Burials	15,550	20,450	15,000	15,000	15,000	15,000
Interest/Interest Income	1,609	7,254	6,000	6,000	8,500	8,500
Miscellaneous/Sale of Real Estate	4,900	1,800	4,000	4,000	4,000	4,000
Miscellaneous/Misc.	0	0	0	0	0	0
Transfer In From General Fund	<u>25,000</u>	<u>25,000</u>	<u>31,200</u>	<u>31,200</u>	<u>28,900</u>	<u>28,580</u>
Cemetery Fund - GRAND TOTAL:	<u>47,059</u>	<u>54,504</u>	<u>56,200</u>	<u>56,200</u>	<u>56,400</u>	<u>56,080</u>
EXPENDITURES						
Salaries and Wages/Regular	7,034	10,002	9,500	9,500	9,500	9,500
Salaries and Wages/Overtime	725	1,501	500	500	700	500
Benefits/FICA	554	827	800	800	800	800
Benefits/VRS	675	1,108	1,100	1,100	1,100	1,050
Benefits/Medical	981	1,312	1,100	1,100	1,100	1,100
Benefits/Group Life	18	119	200	200	200	130
Other Charges/Misc. Reimb.	150	225	0	0	0	0
Materials/Supplies & Repairs/Maint.	15,836	17,364	18,000	18,000	18,000	18,000
Transfer Out/To Cemetery Reserve	<u>21,086</u>	<u>22,046</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
Cemetery Fund - GRAND TOTAL:	<u>47,059</u>	<u>54,504</u>	<u>56,200</u>	<u>56,200</u>	<u>56,400</u>	<u>56,080</u>

CAPITAL IMPROVEMENT PROGRAM (CIP)

- FY 2015 – 2019 Spreadsheet
- FY 2015 Funding Sources
- Departmental Project Detail Sheets

Town of Altavista
CIP Funding Sources
FY 2015 ADOPTED BUDGET

CIP FUNDING SOURCES FOR FY2015								
Item or Project	General Fund	Enterprise Fund	Highway Fund	CIP Reserves	Grants	Other	Description	
Paint Avoca Museum	\$ 59,000.00							
Sidewalk curb gutter			\$ 150,000.00					
Replace 1998 Leaf Vac	\$ 18,500.00							
Replace 1999 3/4 ton utility body truck	\$ 30,000.00							
Replace 1 patrol car	\$ 32,000.00							
Purchase and install 3 bus shelters	\$ 3,560.00				\$ 14,440.00		DRPT Funding	
Purchase computer and monitor for ACTS Admin	\$ 400.00				\$ 1,600.00		DRPT Funding	
Purchase 2 camera monitoring systems for buses	\$ 512.00				\$ 7,488.00			
Tank maintenance		\$ 50,000.00						
Replace 12 turbidity meters for filters 1-5		\$ 65,000.00						
Autoclave for main lab		\$ 15,000.00						
Replace (2) 100hp blowers		\$ 14,000.00						
Replace polyblend mixer		\$ 11,000.00						
Replace clarifier #3 gear box		\$ 15,000.00						
Replace BOD Incubator		\$ 9,000.00						
Replace PLC for press system		\$ 50,000.00						
Replace polymer pumps for press system		\$ 13,000.00						
Replace 1992 International tandem dump truck		\$ 90,000.00						
Replace press hydrolic ram		\$ 9,000.00						
Replace plant utility vehicle - golf cart		\$ 7,000.00						
Replace 60hp digester blower		\$ 15,000.00						
Replace 40hp pump and motor at pump station		\$ 24,500.00						
Replace 02 server	\$ 8,000.00							
Replace Town Manager vehicle	\$ 27,000.00							
Replace Town Council computers	\$ 10,000.00							
SUBTOTAL	\$ 188,972.00	\$ 387,500.00	\$ 150,000.00	\$ -	\$ 23,528.00	\$ -	\$ 750,000.00	
Percent Per Funding Source	18%	35%	7%	5%	22%	12%	100%	
TOTAL	\$ 188,972.00	\$ 387,500.00	\$ 150,000.00	\$ -	\$ 23,528.00	\$ -	\$ 750,000.00	
*Items designated CIP reserves and to be noted on financial statements at year end for audit purposes. These items will be purchased in a future year.								

Town of Altavista Capital Improvements Program FY 2015- 2019

Page	Department	Project	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
	Administration	Replace 2000 GMC Jimmy with similar vehicle	\$ 27,000.00					\$ 27,000.00
	Administration	Replace Dell PowerEdge SBS - Server 02	\$ 8,000.00					\$ 8,000.00
	Administration	Install wireless access points at off site locations		\$ 33,000.00				\$ 33,000.00
	TOTAL		\$ 35,000.00	\$ 33,000.00	\$ -	\$ -	\$ -	\$ 68,000.00
	Department	Project	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
	Avoca	Paint Museum, office and outbuildings	\$ 59,000.00					\$ 59,000.00
	Avoca	Restoration of exterior brick/mortar- kitchen		\$ 25,000.00				\$ 25,000.00
	Avoca	Restoration of lime plaster in brick kitchen			\$ 22,000.00			\$ 22,000.00
	Avoca	Re-gravel & tar and seal parking lots				\$ 6,500.00		\$ 6,500.00
	Avoca	Remove dying tree in front lawn and grind stump					\$ 5,000.00	\$ 5,000.00
	TOTAL		\$ 59,000.00	\$ 25,000.00	\$ 22,000.00	\$ 6,500.00	\$ 5,000.00	\$ 117,500.00
	Department	Project	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
	Council	Replace/upgrade Council computers with like technology	\$ 10,000.00					\$ 10,000.00
	TOTAL		\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
	Department	Project	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
	Police	Replacement of patrol vehicles	\$ 32,000.00	\$ 71,400.00	\$ 75,000.00	\$ 78,800.00	\$ 82,700.00	\$ 339,900.00
	Police	Replace (6) in car video cameras with wireless digital		\$ 40,000.00				\$ 40,000.00
	TOTAL		\$ 32,000.00	\$ 111,400.00	\$ 75,000.00	\$ 78,800.00	\$ 82,700.00	\$ 379,900.00
	Department	Project	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
	Public Works	Sidewalk, curb & gutter and drainage	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 750,000.00
	Public Works	Replace 1998 vacuum leaf vacuum	\$ 18,500.00					\$ 18,500.00
	Public Works	Replace 1999 3/4 ton utility body truck	\$ 30,000.00					\$ 30,000.00
	Public Works	Replace garbage truck		\$ 300,000.00				\$ 300,000.00
	Public Works	Replace 1986 asphalt roller		\$ 46,000.00				\$ 46,000.00
	Public Works	Replace 1997 Ford dump truck		\$ 100,000.00				\$ 100,000.00
	Public Works	Replace 1997 bucket truck w/ used VDOT surplus		\$ 50,000.00				\$ 50,000.00
	Public Works	Replace 2000 1/2 ton pickup with compact truck		\$ 20,000.00				\$ 20,000.00
	Public Works	Construct pole building for road deicing salt		\$ 30,000.00				\$ 30,000.00
	Public Works	Replace 1988 walk-behind pavement saw		\$ 6,500.00				\$ 6,500.00
	Public Works	Replace 1999 Dump Truck			\$ 100,000.00			\$ 100,000.00
	Public Works	Replace 2001 3/4 ton 4x4 pick up			\$ 28,000.00			\$ 28,000.00
	Public Works	Replace motor grader with newer used model				\$ 100,000.00		\$ 100,000.00
	Public Works	Replace 1986 2150 tractor/mower				\$ 32,000.00		\$ 32,000.00
	Public Works	Replace 1986 850 tractor/mower					\$ 33,000.00	\$ 33,000.00
	Public Works	Replace 2004 1/4 ton Pick-up (Shop Truck)					\$ 28,000.00	\$ 28,000.00
	Public Works	Replace 2004 Street Sweeper					\$ 110,000.00	\$ 110,000.00
	TOTAL		\$ 198,500.00	\$ 702,500.00	\$ 278,000.00	\$ 282,000.00	\$ 321,000.00	\$ 1,782,000.00
	Department	Project	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
	Recreation	Community Park equipment & improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Town of Altavista
Capital Improvements Program
FY 2015-2019

Town of Altavista Capital Improvements Program FY 2015- 2019

Department	Project	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Transportation	Purchase 2 or 3 bus shelters and benches	\$ 18,000.00	\$ 12,000.00	\$ 13,500.00			\$ 43,500.00
Transportation	Purchase computer and monitor for Trans Admin	\$ 2,000.00					\$ 2,000.00
Transportation	Purchase camera monitoring system for 2 buses	\$ 8,000.00					\$ 8,000.00
Transportation	Replacement bus		\$ 62,000.00				\$ 62,000.00
Transportation	Bus to expand current system			\$ 128,000.00			\$ 128,000.00
Transportation	Replacement bus					\$ 68,000.00	\$ 68,000.00
TOTAL		\$ 28,000.00	\$ 74,000.00	\$ 141,500.00	\$ -	\$ 68,000.00	\$ 311,500.00

Department	Project	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Waste Water	Replace autoclave for main lab	\$ 15,000.00					\$ 15,000.00
Waste Water	Replace 2 100hp blowers	\$ 14,000.00		\$ 15,000.00		\$ 15,000.00	\$ 44,000.00
Waste Water	Replace polyblend mixer for press system	\$ 11,000.00					\$ 11,000.00
Waste Water	Replace clarifier #3 gear box	\$ 15,000.00					\$ 15,000.00
Waste Water	Replace Biochemical Oxy. Demand (BOD) Incubator	\$ 9,000.00					\$ 9,000.00
Waste Water	Replace PLC for press system	\$ 50,000.00					\$ 50,000.00
Waste Water	Replace polymer pumps for press system	\$ 13,000.00					\$ 13,000.00
Waste Water	Replace 1992 International dump truck	\$ 90,000.00					\$ 90,000.00
Waste Water	Replace plant utility vehicle (Golf Cart)	\$ 7,000.00					\$ 7,000.00
Waste Water	Replace press hydraulic ram	\$ 9,000.00					\$ 9,000.00
Waste Water	Replace 60hp digester blower	\$ 15,000.00		\$ 15,000.00			\$ 30,000.00
Waste Water	Replacement of 40hp pumps and motors at pump stations	\$ 24,500.00	\$ 25,500.00	\$ 26,500.00	\$ 27,500.00		\$ 104,000.00
Waste Water	Repair/replace worn & damage asphalt		\$ 30,000.00	\$ 30,000.00			\$ 60,000.00
Waste Water	Replace feed pump for press system		\$ 22,000.00		\$ 22,000.00		\$ 44,000.00
Waste Water	Repair concrete walls at Riverview & Main Stat.		\$ 42,000.00				\$ 42,000.00
Waste Water	Replace Magnetic Flow Meter at Main Pump Station			\$ 35,000.00			\$ 35,000.00
Waste Water	Replace Air Compressor Solids Handling					\$ 10,000.00	\$ 10,000.00
Waste Water	Purchase 80-foot Clarifier					\$ 450,000.00	\$ 450,000.00
TOTAL		\$ 272,500.00	\$ 119,500.00	\$ 121,500.00	\$ 49,500.00	\$ 475,000.00	\$ 1,038,000.00

Department	Project	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Water	Tank maintenance and repair	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00			\$ 150,000.00
Water	Replace (12) Turbidity meters & applied meters	\$ 65,000.00					\$ 65,000.00
Water	Replace (2) backwash valves		\$ 17,000.00				\$ 17,000.00
Water	Replace backwash control panel		\$ 20,000.00				\$ 20,000.00
Water	Clean Reed Creek intake structure		\$ 46,000.00				\$ 46,000.00
Water	Replace water actuator valves- filters 1-5		\$ 30,000.00				\$ 30,000.00
Water	Install manual transfer switches		\$ 45,000.00				\$ 45,000.00
Water	Replace chemical pump			\$ 13,000.00		\$ 15,000.00	\$ 28,000.00
Water	Replace Staunton River raw water pumps			\$ 40,000.00		\$ 40,000.00	\$ 80,000.00
TOTAL		\$ 115,000.00	\$ 208,000.00	\$ 103,000.00	\$ -	\$ 55,000.00	\$ 481,000.00

Total for individual years FY2015-2019	\$ 750,000.00	\$ 1,273,400.00	\$ 741,000.00	\$ 416,800.00	\$ 1,006,700.00	\$ 4,187,900.00
Total Unfunded FY2016-2019						\$ 3,437,900.00

Annual Percentage of 2015-2019 CIP	18%	30%	18%	10%	24%	100%
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Town of Altavista

Capital Improvement Program FY2015-2019

Administration

FY2015-2019
Capital Improvements Program

Department: Administration

Description: Vehicle replacement: 2000 GMC Jimmy with similar model from state contract.

Project Number:

Account Number:

Justification: This vehicle currently has 74,000 and is used by the Town Manager on a regular basis. Replacement is based on life of vehicle (15 years). This vehicle would be removed from the fleet and sold at auction.

Does this project meet a goal/objective of the Comprehensive Plan? NO

Location: Town Hall

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	27,000					27,000
Other--Contingencies						
TOTAL	\$ 27,000	\$ -	\$ -	\$ -		\$ 27,000

Annual Operating Budget Impact: None

Funding Sources: General Fund

FY2015-2019

Capital Improvements Program

Department: Administration

Description: Replace Dell PowerEdge Small Business Server

Project Number:

Account Number: 010-1101-401.81-04

Justification: Computers need to be periodically replaced with newer technology and upgraded software. In FY2015 this Server will be 6 years old, which is a reasonable life expectancy. The operating system for this Server is Windows Server 2003, which is based on Microsoft Windows XP, which will no longer be supported after April 8, 2014.

Does this project meet a goal/objective of the Comprehensive Plan? NO or YES -

Location: Town Hall

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	8,000					8,000
Other--Contingencies						
TOTAL	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000

Annual Operating Budget Impact: None

Funding Sources: General Fund

FY2015-2019
Capital Improvements Program

Department: Administration

Description: Install wireless access points at offsite locations in town.

Project Number:

Account Number:

Justification: Technology is advancing at very fast pace and the installation of wireless access points in specified locations throughout town will allow wireless access for our police department and allow for reporting without returning back to Town Hall.

Does this project meet a goal/objective of the Comprehensive Plan? **YES**

Location: Town Hall

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings		33,000				33,000
Other--Contingencies						
TOTAL	\$ -	\$ 33,000	\$ -	\$ -	\$ -	\$ 33,000

Annual Operating Budget Impact: None

Funding Sources: General Fund

Avoca

FY2015-2019

Capital Improvements Program

Department: Avoca

Description: Paint Museum, office and outbuildings.

Project Number:

Account Number:

Justification: The Museum and other buildings were last painted 8 years ago and the contractor estimated paint life at 10 years. With the dust from the train tracks, I am still hoping for 10 years, but I have found that normal paint jobs last around 7 – 8 years. Eight years ago the cost was \$55,000.

Does this project meet a goal/objective of the Comprehensive Plan? Yes-- **Page 94** in Comprehensive plan as it relates to community facilities; **page 96** relating to community services; **page 103 obj. # 3**, relating to encouraging and maintaining cultural development; **page 107, obj. # 6**, promoting tourism.

Location: Avoca

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	59,000					59,000
Other--Contingencies						
TOTAL	\$ 59,000	\$ -	\$ -	\$ -	\$ -	\$ 59,000

Annual Operating Budget Impact: None

Funding Sources: General Operating Fund

FY2015-2019

Capital Improvements Program

Department: Avoca

Description: Restoration of exterior brick/mortar on the original brick kitchen. (ca. 1780 – 1800)

Project Number:

Account Number:

Justification: The original brick kitchen used at Avoca until circa 1930 is arguably the oldest structure in the Town and is by far the oldest structure available for tourists. The structure was built by Revolutionary War soldier Col. Charles Lynch circa 1780-1800. The original plaster is beginning to break away from the brick walls, requiring repairs before irrevocable damage is done. The lime plaster may need replacing but prior to that, the current brick mortar needs to be replaced with correct mortar. The mortar that was used when the structure was restored originally is not porous enough to allow moisture to dry out, resulting in the inside plaster being pulled away from brick causing it to crumble. The chief restoration archaeologist from Poplar Forest looked at the kitchen and he will return after we have done recommended work (by the end of February) to determine if we need to replace the crumbling plaster, which will save the museum a major expense.

Does this project meet a goal/objective of the Comprehensive Plan? Yes-- Page 94 in Comprehensive plan as it relates to community facilities; page 96 relating to community services; page 103 obj. # 3, relating to encouraging and maintaining cultural development; page 107, obj. # 6, promoting tourism.

Location: Avoca

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings		25,000				25,000
Other--Contingencies						
TOTAL	\$ -	\$ 25,000	\$ -		\$ -	\$ 25,000

Annual Operating Budget Impact: None

Funding Sources: General Operating Fund

FY2015-2019
Capital Improvements Program

Department: Avoca

Description: Restoration of lime plaster in the original brick kitchen.

Project Number:

Account Number:

Justification: The original brick kitchen used at Avoca until circa 1930 is arguably the oldest structure in the Town and is by far the oldest structure available for tourists. The structure was built by Revolutionary War soldier Col. Charles Lynch circa 1780-1800. The original plaster is beginning to break away from the brick walls, requiring repairs prior to irrevocable damage is done. This will allow replacement of all 4 sides with original type of lime mortar. The ceiling does not need to be replaced.

Does this project meet a goal/objective of the Comprehensive Plan? Yes-- **Page 94** in Comprehensive plan as it relates to community facilities; **page 96** relating to community services; **page 103 obj. # 3**, relating to encouraging and maintaining cultural development; **page 107, obj. # 6**, promoting tourism.

Location: Avoca

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings			22,000			22,000
Other--Contingencies						
TOTAL	\$ -	\$ -	\$ 22,000	\$ -	\$ -	\$ 22,000

Annual Operating Budget Impact: None

Funding Sources: General Operating Fund

FY2015-2019
Capital Improvements Program

Department: Avoca

Description: Re-gravel and tar seal parking lots and service road leading to office from Main Street parking lot.

Project Number:

Account Number:

Justification: To the best of my knowledge this has not been done since the original road was created and we developing some “ruts and holes” that gather water and could be a liability issue. The facility is getting increased usage due to the many and varied functions it hosts and the parking lot and roadways are showing the wear and tear due to this usage.

Does this project meet a goal/objective of the Comprehensive Plan? Yes-- **Page 30**, “Maintain high quality of community facilities and infrastructure”; **Page 42**, create cultural opportunities through programs and work with Chamber in dealing with business; **Page 73**, entertainment opportunities for young adults, **Page 89, 90 & 106**, improve tourism and market Altavista; and **Page 108**, promote Avoca. (rentals, special events etc.)

Location: Avoca

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings				6,500		6,500
Other--Contingencies						
TOTAL	\$ -	\$ -	\$ -	\$ 6,500	\$ -	\$ 6,500

Annual Operating Budget Impact: None

Funding Sources: General Operating Fund

FY2015-2019
Capital Improvements Program

Department: Avoca

Description: Remove dying tree in front lawn and grind stump.

Project Number:

Account Number:

Justification: Staff was advised in 2013 by tree experts that the willow oak is dying with the likelihood of living 4-5 years. The tree will not be removed unless it is dead and if dead and allowed to remain, it would become a liability with the potential to fall on a building.

Does this project meet a goal/objective of the Comprehensive Plan? Yes-- **Page 30**, "Maintain high quality of community facilities and infrastructure"; **Page 89, 90 & 106**, improve tourism and market Altavista; and **Page 108**, promote Avoca. (rentals, special events etc.)

Location: Avoca

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings					5,000	5,000
Other--Contingencies						
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000

Annual Operating Budget Impact: None

Funding Sources: General Operating Fund

Council/Planning

FY2015-2019
Capital Improvements Program

Department: Council/Planning

Description: Replace Town Council computers with upgraded/like technology

Project Number:

Account Number: 010-1001-400.81-04

Justification: Computers need to be periodically replaced with newer technology and upgraded software. In 2015 these computers will be 6 years old which is a reasonable life expectancy.

Does this project meet a goal/objective of the Comprehensive Plan? YES

Location: Town Hall

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	10,000					10,000
Other--Contingencies						
TOTAL	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000

Annual Operating Budget Impact: None

Funding Sources: General Fund

Police Department

FY2015-2019

Capital Improvements Program

Department: Police

Description: Replace 1 patrol vehicle

Project Number:

Account Number:

Justification: Replace (1) patrol vehicles with mileage exceeding 100,000 miles.

Does this project meet a goal/objective of the Comprehensive Plan? YES: Insure that Altavista has high-quality emergency services. Police Vehicle will be used to assist patrol officers with their duties in patrolling and responding to police related incidents. Typical uses of police units include; transportation for officers to reach the scene of an incident safely and quickly, to transport criminal suspects, operate safely during pursuits and responding to mayday calls, and patrol the vicinity of the Town of Altavista, while providing a high visibility in an attempt to be a deterrent to crime.

Location: Police Department

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	\$32,000	71,400	75,000	78,800	82,700	339,900
Other--Contingencies						-
TOTAL	\$ 32,000	\$ 71,400	\$ 75,000	\$ 78,800	\$ 82,700	\$ 339,900

Annual Operating Budget Impact: None

Funding Sources: General Fund Operating Budget

FY2015-2019

Capital Improvements Program

Department: Police

Description: Replace six (6) Watch Guard in-car video camera systems with six (6) Watch Guard in-car wireless digital video camera systems. Included in the bid are installation and software services.

Project Number:

Account Number:

Justification: The in-car camera video systems enable the police department to provide excellent police service to the Town of Altavista through the documentation of law enforcement actions. The video system improves **officer safety** by de-escalating situations when potential suspects realize that they are being recorded, the **ability to resolve complaints quickly** once the recordings are reviewed, thereby saving time and money, **officer training** by demonstrating proper and improper procedures used by officers, and **public opinion** by increasing officer accountability. The current systems are seven (7) years old and it is anticipated that the Town of Altavista will achieve wireless capability by 2013.

Does this project meet a goal/objective of the Comprehensive Plan? YES or NO: Yes

Location: Police Department

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings		40,000				40,000
Other--Contingencies						
TOTAL	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ 40,000

*Price listed is based on contractor bid.

Annual Operating Budget Impact: None

Funding Sources: General Fund Operating Budget

Public Works

FY2015-2019

Capital Improvements Program

Department: Public Works

Description: Sidewalk, Curb & Gutter and Drainage

Project Number:

Account Number:

Justification: Addresses the goal of improvement of appearance of the community; improves functioning of storm water system, handicap access, improved pedestrian traffic system, and recreational usage.

Does this project meet a goal/objective of the Comprehensive Plan? **YES:** Strive to improve the physical appearance and quality of the town: storm water management: and address safe pedestrian traffic

Location: Town wide

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design	15,000	15,000	15,000	15,000	15,000	75,000
Construction	135,000	135,000	135,000	135,000	135,000	675,000
Equipment/Furnishings						-
Other--Contingencies						-
TOTAL	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 750,000

Annual Operating Budget Impact: None

Funding Sources: Highway Funds (Fund 20)

FY2015-2019
Capital Improvements Program

Department: Public Works

Description: Replace 1998 Vacuum Leaf Machine.

Project Number:

Account Number:

Justification: The Vacuum Leaf Machine is worn and costly to repair and maintain. It is used on a frequent basis for 2-months each year and the life expectancy is 10 years. The current unit, purchased in 2007 would become the backup unit. This purchase is part of the ongoing maintenance program to replace aging equipment.

Does this project meet a goal/objective of the Comprehensive Plan? YES **NO** Work towards eliminating the contamination of natural resources throughout the Altavista area, and strive to improve the physical appearance and quality of our Town.

Location: Public Works

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	18,500					18,500
Other--Contingencies						
TOTAL	\$ 18,500	\$ -	\$ -	\$ -	\$ -	\$ 18,500

Annual Operating Budget Impact: None

Funding Sources: General Fund Operating Budget

FY2015-2019

Capital Improvements Program

Department: Public Works

Description: Replace 1999 ¾ ton utility body truck.

Project Number:

Account Number:

Justification: Current truck will be 16 years old with an estimated mileage of over 100,000. This is the truck utilized by the building & grounds supervisor who currently handles all of the Town's electrical needs. This truck will have exceeded its life expectancy if replaced in 2015. This vehicle will be replaced with a utility van at a lower cost but is better suited for the use.

Does this project meet a goal/objective of the Comprehensive Plan? The Town's policy is to replace vehicles & equipment with high mileage/hours or ones that are costing a significant amount due to maintenance.

Location: Public Works

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	30,000					30,000
Other--Contingencies						
TOTAL	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000

Annual Operating Budget Impact: None

Funding Sources: General Fund

FY2015-2019

Capital Improvements Program

Department: Public Works

Description: Replace refuse truck

Project Number:

Account Number:

Justification: The truck will be 11 years old at the time of scheduled replacement and funding for the truck will start to be accumulated in FY2010. At the time of purchase it was estimated that the truck would last 8-10 years. This purchase is part of the ongoing maintenance program to replace aging equipment. *This item had \$40,000 allocated in FY2010 & FY2011, \$52,000 in FY 2012, \$52,000 in FY2013, and will cost \$300,000 and be purchased in FY2016.*

Does this project meet a goal/objective of the Comprehensive Plan? YES NO Work towards eliminating the contamination of natural resources throughout the Altavista area, and strive to improve the physical appearance and quality of our Town.

Location: Public Works

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings		300,000				300,000
Other--Contingencies						
TOTAL	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000

Annual Operating Budget Impact: None

Funding Sources: General Fund Operating Budget

FY2015-2019

Capital Improvements Program

Department: Public Works

Description: Replace 1986 Asphalt Roller

Project Number:

Account Number:

Justification: Current unit will be 30 years old and in poor condition.

Does this project meet a goal/objective of the Comprehensive Plan? The Town's policy is to replace vehicles & equipment with high mileage/hours or ones that are costing a significant amount due to maintenance.

Location: Public Works

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings		46,000				46,000
Other--Contingencies						
TOTAL	\$ -	\$ 46,000	\$ -	\$ -	\$ -	\$ 46,000

Annual Operating Budget Impact: None

Funding Sources: General Fund

FY2015-2019

Capital Improvements Program

Department: Public Works

Description: Replace 1997 Ford Dump Truck.

Project Number:

Account Number:

Justification: Truck will be 20 years old with an estimated mileage of 95,000. Truck would be purchased in 2017.

Does this project meet a goal/objective of the Comprehensive Plan? YES NO

The Town's policy is to replace vehicles & equipment with high mileage/hours or ones that are costing a significant amount due to maintenance.

Location: Public Works

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings		100,000				100,000
Other--Contingencies						
TOTAL	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000

Annual Operating Budget Impact: None

Funding Sources: General Fund Operating Budget

FY2015-2019

Capital Improvements Program

Department: Public Works

Description: Replace 1997 Bucket Truck (purchased used) with used one from VDOT Surplus

Project Number:

Account Number:

Justification: Current unit will be 20 years old with an estimated mileage 190,000. Given the inherent dangers associated with a bucket truck, up to date features are prudent. This truck is used to put up banners, Christmas decorations, change light bulbs, and various other things.

Does this project meet a goal/objective of the Comprehensive Plan? YES NO

The Town's policy is to replace vehicles & equipment with high mileage/hours or ones that are costing a significant amount due to maintenance.

Location: Public Works

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings		50,000				50,000
Other--Contingencies						
TOTAL	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 50,000

Annual Operating Budget Impact: None

Funding Sources: General Fund Operating Budget

FY2015-2019

Capital Improvements Program

Department: Public Works

Description: Replace 2000 ½ Ton Pick-up Truck with Compact Truck.

Project Number:

Account Number:

Justification: Current unit will be 17 years old and have approximately 90,000 miles. Since this vehicle is used primarily in Building and Grounds for park cleaning, a compact truck would suffice.

Does this project meet a goal/objective of the Comprehensive Plan? YES NO

The Town's policy is to replace vehicles & equipment with high mileage/hours or ones that are costing a significant amount due to maintenance.

Location: Public Works

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings		20,000				20,000
Other--Contingencies						
TOTAL	\$ -	\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000

Annual Operating Budget Impact: None

Funding Sources: General Fund Operating Budget

FY2015-2019

Capital Improvements Program

Department: Public Works

Description: Construct pole building for road deicing salt.

Project Number:

Account Number:

Justification: Salt has deteriorated current building requiring replacement. Note: This may need to be done earlier depending how much mending can be done before it becomes unsafe.

Does this project meet a goal/objective of the Comprehensive Plan? Yes or No

Location: Public Works

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings		30,000				30,000
Other--Contingencies						
TOTAL	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ 30,000

Annual Operating Budget Impact: None

Funding Sources: Highway Fund

FY2015-2019

Capital Improvements Program

Department: Public Works

Description: Replace 1988 walk-behind pavement saw

Project Number:

Account Number:

Justification: The unit will be nearly 30 years old, which is the life expectancy for this piece of equipment. Newer models will allow for larger diameter blades and deeper cutting capabilities.

Does this project meet a goal/objective of the Comprehensive Plan? YES NO

The Town's policy is to replace vehicles & equipment with high mileage/hours or ones that are costing a significant amount due to maintenance.

Location:

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings		6,500				6,500
Other--Contingencies						
TOTAL	\$ -	\$ 6,500	\$ -	\$ -	\$ -	\$ 6,500

Annual Operating Budget Impact: None

Funding Sources: General Fund Operating Budget

FY2015-2019

Capital Improvements Program

Department: Public Works

Description: Replace 1999 Dump Truck

Project Number:

Account Number:

Justification: Current truck will be 18 years old with an estimated mileage of over 100,000.

Does this project meet a goal/objective of the Comprehensive Plan? The Town's policy is to replace vehicles & equipment with high mileage/hours or ones that are costing a significant amount due to maintenance.

Location: Public Works

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings			100,000			100,000
Other--Contingencies						
TOTAL	\$ -	\$ -	\$100,000	\$ -	\$ -	\$ 100,000

Annual Operating Budget Impact: None

Funding Sources: General Fund

FY2015-2019

Capital Improvements Program

Department: Public Works

Description: Replace 2001 ¾ ton 4x4 pick-up truck

Project Number:

Account Number:

Justification: Truck will be 17 years old with an estimated mileage of 100,000.

Does this project meet a goal/objective of the Comprehensive Plan? The Town's policy is to replace vehicles & equipment with high mileage/hours or ones that are costing a significant amount due to maintenance.

Location: Public Works

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings			28,000			28,000
Other--Contingencies						
TOTAL	\$ -	\$ -	\$ 28,000	\$ -	\$ -	\$ 28,000

Annual Operating Budget Impact: None

Funding Sources: General Fund

FY2015-2019

Capital Improvements Program

Department: Public Works

Description: Replace 1986 2150 tractor/mower.

Project Number:

Account Number:

Justification: Current unit would be 28 years old with over 6,000 hours of use, and in poor condition. This is used for cutting ROW's as well as parks and other areas. This is also used for other utility purposes due to the 3 point hitch (spreading fertilizer, post hole drilling etc.).

Does this project meet a goal/objective of the Comprehensive Plan? YES NO

The Town's policy is to replace vehicles & equipment with high mileage/hours or ones that are costing a significant amount due to maintenance.

Location:

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings				32,000		32,000
Other--Contingencies						
TOTAL	\$ -	\$ -	\$ -	\$ 32,000	\$ -	\$ 32,000

Annual Operating Budget Impact: None

Funding Sources: General Fund Operating Budget

FY2015-2019

Capital Improvements Program

Department: Public Works

Description: Replace Motor Grader with a newer model used unit

Project Number:

Account Number:

Justification: Current unit is 1970's vintage and during severe snow events a motor grader will be needed to clear roads.

Does this project meet a goal/objective of the Comprehensive Plan? The Town's policy is to replace vehicles & equipment with high mileage/hours or ones that are costing a significant amount due to maintenance.

Location: Public Works

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings				100,000		100,000
Other--Contingencies						
TOTAL	\$ -	\$ -	\$ -	\$100,000	\$ -	\$ 100,000

Annual Operating Budget Impact: None

Funding Sources: General Fund

FY2015-2019

Capital Improvements Program

Department: Public Works

Description: Replace 2004 Street Sweeper

Project Number:

Account Number:

Justification: The unit will be 15 years old, which is the life expectancy for this piece of equipment.

Does this project meet a goal/objective of the Comprehensive Plan? YES NO

The Town's policy is to replace vehicles & equipment with high mileage/hours or ones that are costing a significant amount due to maintenance.

Location:

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings					110,000	110,000
Other--Contingencies						
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 110,000	\$ 110,000

Annual Operating Budget Impact: None

Funding Sources: General Fund Operating Budget

FY2015-2019

Capital Improvements Program

Department: Public Works

Description: Replace 2004 ½ Ton Pick-up (Shop Truck)

Project Number:

Account Number:

Justification: Truck will have approximately 150,000 and need replaced.

Does this project meet a goal/objective of the Comprehensive Plan? YES NO

The Town's policy is to replace vehicles & equipment with high mileage/hours or ones that are costing a significant amount due to maintenance.

Location:

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings					28,000	28,000
Other--Contingencies						
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 28,000	\$ 28,000

Annual Operating Budget Impact: None

Funding Sources: General Fund Operating Budget

FY2015-2019

Capital Improvements Program

Department: Public Works

Description: Replace 1986 850 tractor/mower.

Project Number:

Account Number:

Justification: Current unit will be 29 years old with over 7,000 hours of use, and in poor condition. This is used for cutting ROW's as well as parks and other areas. This is also used for other utility purposes due to the 3 point hitch (spreading fertilizer, post hole drilling etc.).

Does this project meet a goal/objective of the Comprehensive Plan? YES NO

Part of the Town's policy to replace vehicles & equipment with high mileage/hours or ones that are costing a significant amount due to maintenance.

Location:

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings					33,000	33,000
Other--Contingencies						
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 33,000	\$ 33,000

Annual Operating Budget Impact: None

Funding Sources: General Fund Operating Budget

Transportation

FY2015-2019

Capital Improvements Program

Department: Transportation

Description: Purchase 3 bus transit bus shelters and benches

Project Number:

Account Number:

Justification: Shelters are needed to protect customers from the elements. Several locations have been identified as appropriate for bus shelters. In a survey completed in December 2012, requests for shelters were one of the noted suggestions from riders. Two shelters would be purchased each year of the subsequent years, 2016 through 2017.

Does this project meet a goal/objective of the Comprehensive Plan? YES or NO: Consider the viability of new and/or improved public transit services in the Town of Altavista and the surrounding area. This was an identified need in the Transportation Development Plan adopted by Town Council in December 2013.

Location: Public Works

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction	3,000	2,000	2,500			7,500
Equipment/Furnishings	15,000	10,000	11,000			36,000
Other--Contingencies						
TOTAL	\$ 18,000	\$ 12,000	\$ 13,500	\$ -	\$ -	\$ 43,500

Annual Operating Budget Impact: None

Funding Sources: DRPT Grant (80%) \$14,400 & General Fund (20%) \$3,560

FY2015-2019
Capital Improvements Program

Department: Transportation

Description: Purchase computer and monitor for Transportation Administrator

Project Number:

Account Number:

Justification: Current computer was purchased in September 2009 and life expectancy for a lap top is about 3-4 years. If this computer makes it until June 2015 it will have outlived its life expectancy. This computer is operated by Microsoft Windows XP, which will no longer be supported beginning April 2014. This computer is used daily for job related duties.

Does this project meet a goal/objective of the Comprehensive Plan? YES or NO: Consider the viability of new and/or improved public transit services in the Town of Altavista and the surrounding area.

Location: Public Works

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	2,000					2,000
Other--Contingencies						
TOTAL	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000

Annual Operating Budget Impact: None

Funding Sources: Federal Grant (DRPT) 80% \$1,600 General Fund 20% \$400

FY2015-2019

Capital Improvements Program

Department: Transportation

Description: Purchase camera monitoring system and computer hardware/software for 2 buses.

Project Number:

Account Number:

Justification: ACTS is one of very few public transportation systems within the State that do not have this safety feature. DRPT has recommended this purchase and provided extra funding to the locality for purchase and installation. Estimated cost to the Town is \$512.

Does this project meet a goal/objective of the Comprehensive Plan? YES or NO: Consider the viability of new and/or improved public transit services in the Town of Altavista and the surrounding area.

Location: Public Works

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	8,000					8,000
Other--Contingencies						
TOTAL	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 8,000

Annual Operating Budget Impact: None

Funding Sources: Federal Grant (DRPT) \$7,488 General Fund: \$512

FY2015-2019
Capital Improvements Program

Department: Transportation

Description: Purchase replacement 15 passenger van (bus)

Project Number:

Account Number:

Justification: DRPT recommends replacement of public transportation vehicles every 4 years or 100,000 miles. Based on current use, one of our vehicles will need to be replaced at this time. In FY2017 a 3rd bus is proposed but will only be purchased if ACTS expands into Campbell County and or the City of Lynchburg.

Does this project meet a goal/objective of the Comprehensive Plan? The Town's policy is to replace vehicles & equipment with high mileage/hours or ones that are costing a significant amount due to maintenance.

Location: Public Works

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings		62,000	128,000		68,000	258,000
Other--Contingencies						
TOTAL	\$ -	\$ 62,000	\$128,000	\$ -	\$ 68,000	\$ 258,000

Annual Operating Budget Impact: None

Funding Sources; (80%) DRPT Grant & (20%) General Fund

Waste Water Department

FY2015-2019
Capital Improvements Program

Department: Waste Water

Description: Autoclave for main lab (aged equipment)

Project Number:

Account Number:

Justification: This piece of Lab equipment is used daily to sterilize test-containers that are vital to our permit requirements. It was purchased in 1994. We have replaced some parts on it.

Does this project meet a goal/objective of the Comprehensive Plan? YES- Meet the community water supply and waste water treatment needs.

Location: Waste Water Plant (main lab)

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	15,000					15,000
Other--Contingencies						-
TOTAL	\$ 15,000	\$ -	\$ -	\$ -		\$ 15,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019
Capital Improvements Program

Department: Waste Water

Description: Replace (2) 100hp blowers of a total of (4) blowers in the system.

Project Number:

Account Number:

Justification: Continuation of blower replacement for maintaining sufficient dissolved oxygen to aeration basins 3 and 4.

Does this project meet a goal/objective of the Comprehensive Plan? YES - Meets the community water supply and waste water treatment needs.

Location: Blower Building next to Aeration Basin 3 & 4

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	14,000		15,000		15,000	44,000
Other--Contingencies						-
TOTAL	\$ 14,000	\$ -	\$ 15,000	\$ -	\$ 15,000	\$ 44,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019
Capital Improvements Program

Department: Waste Water

Description: Replace polyblend mixer for press system. There are 2 mixers for the Town's system.

Project Number:

Account Number:

Justification: This unit is 16yr old. It mixes polymer to run press loads. It operates 3 hours per press load. Press loads per week average from 12 to 15.

Does this project meet a goal/objective of the Comprehensive Plan? **YES** - Meets community water supply and waste water treatment needs.

Location: Waste Water Plant (Solids Handling Building)

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	11,000					11,000
Other--Contingencies						-
TOTAL	\$ 11,000	\$ -	\$ -	\$ -	\$ -	\$ 11,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019
Capital Improvements Program

Department: Waste Water

Description: Replace clarifier #3 Gear Box

Project Number:

Justification: This unit is in constant use. The gears and housing are becoming worn.

Does this project meet a goal/objective of the Comprehensive Plan? YES- Meets the community water supply and waste water treatment needs.

Location: WWTP #3 Clarifier

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	15,000					15,000
Other--Contingencies						-
TOTAL	\$ 15,000	\$ -	\$ -	\$ -		\$ 15,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019

Capital Improvements Program

Department: Waste water

Description: Replace Biochemical Oxygen Demand (BOD) Incubator

Project Number:

Justification: This incubator is part of the BOD testing process required by our VPDES Permit. Current unit in use is approximately 24yrs old.

Does this project meet a goal/objective of the Comprehensive Plan? YES- Meets the community water supply and waste water treatment needs.

Location: WWTP (Main Lab)

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	9,000					9,000
Other--Contingencies						-
TOTAL	\$ 9,000	\$ -	\$ -	\$ -		\$ 9,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019
Capital Improvements Program

Department: Waste Water

Description: Replace PLC for Press System

Project Number:

Account Number:

Justification: This system controls the operation of the Plate Frame Press used to process sludge for Landfill applying. This system is over 20yrs old and was discontinued in 2002 and became obsolete in 2005, parts are now becoming unavailable. This is a critical piece of equipment and must be operational.

Does this project meet a goal/objective of the Comprehensive Plan? **YES** - Meets the community water supply and waste water treatment needs.

Location: Waste Water Plant (Solids Handling Building / second floor)

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	50,000					50,000
Other--Contingencies						-
TOTAL	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019
Capital Improvements Program

Department: Waste Water

Description: Replace Polymer pumps for Press System

Project Number:

Account Number:

Justification: This unit is part of the press system and requires periodic replacement

Does this project meet a goal/objective of the Comprehensive Plan? YES - Meets the community water supply and waste water treatment needs.

Location: Waste water Plant Solids Handling Building

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	13,000					13,000
Other--Contingencies						-
TOTAL	\$ 13,000	\$ -	\$ -	\$ -	\$ -	\$ 13,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019

Capital Improvements Program

Department: Waste Water

Description: Replace Plant Utility Vehicle (E-Z GO Golf Cart)

Project Number:

Account Number:

Justification: The current vehicle is used daily and was purchased in 1999. It is used to collect samples and as an operator utility vehicle. It will be replaced with a similar or more versatile vehicle.

Does this project meet a goal/objective of the Comprehensive Plan? NO or YES -

Location: Waste Water Treatment Plant

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	7,000					7,000
Other--Contingencies						
TOTAL	\$ 7,000	\$ -	\$ -	\$ -	\$ -	\$ 7,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019

Capital Improvements Program

Department: Waste Water

Description: Replace 1992 International tandem dump truck.

Project Number:

Account Number:

Justification: As of 12/08 this truck has 182,000 miles it is used daily to haul sludge to the landfill. Currently this is the only vehicle the Town has for this use.

Does this project meet a goal/objective of the Comprehensive Plan? YES - Meet the community water supply and waste water treatment needs.

Location: Waste Water Plant

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	90,000					90,000
Other--Contingencies						-
TOTAL	\$ 90,000			\$ -	\$ -	\$ 90,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019
Capital Improvements Program

Department: Waste Water

Description: Replace Press Hydraulic Ram

Project Number:

Justification: This unit is part of the press system and requires periodic replacement.

Does this project meet a goal/objective of the Comprehensive Plan? YES- Meets the community water supply and waste water treatment needs.

Location: Solids Handling facility

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	9,000					9,000
Other--Contingencies						-
TOTAL	\$ 9,000	\$ -	\$ -	\$ -		\$ 9,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019

Capital Improvements Program

Department: Waste Water

Description: Replace 60hp digester blower

Project Number:

Justification: Units are in continuous use to supply dissolved oxygen to Solids Digesters

Does this project meet a goal/objective of the Comprehensive Plan? YES- NO

Location:

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	15,000		15,000			15,000
Other--Contingencies						-
TOTAL	\$ 15,000	\$ -	\$ 15,000	\$ -		\$ 15,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019
Capital Improvements Program

Department: Waste Water

Description: Replacement of 40hp pump and motor at Pump Stations.

Project Number:

Justification: There are three 40hp pumps and motors at Riverview Pump Station and our Main Pump Station. They were put in service in 1995 and 96. The Main Pump Station receives abrasive material (grit & sand) from the Water Plants Alum Sludge. Riverview Pump station receives half of the Wastewater Plants daily flow.

Does this project meet a goal/objective of the Comprehensive Plan? YES – Meets the community water supply and waste water treatment needs.

Location: Waste Water Treatment Plant (Main Pump Station & Riverview Pump Station)

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	22,000	23,000	24,000	25,000		\$ 94,000
Other--Contingencies	2,500	2,500	2,500	2,500		10,000
TOTAL	\$ 24,500	\$ 25,500	\$ 26,500	\$ 27,500		\$ 104,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019
Capital Improvements Program

Department: Waste Water

Description: Repair on the Concrete walls at Riverview pump station and main pump station.

Project Number:

Justification: Both pump Stations have cracks on the concrete walls allowing ground water to enter the dry well. The ground water seepage can be stopped by injected a sealant from the outer walls and a concrete patch on the inside.

Does this project meet a goal/objective of the Comprehensive Plan? YES- Meets the community water supply and waste water treatment needs.

Location: Waste Water Plant (Main pump station & Riverview pump station)

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings		42,000				42,000
Other--Contingencies						-
TOTAL	\$ -	\$ 42,000	\$ -	\$ -		\$ 42,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019

Capital Improvements Program

Department: Waste Water

Description: Replacement of worn and damaged asphalt

Project Number:

Account Number:

Justification: There are areas around the plant that will need to have asphalt replaced, especially in areas with heavy traffic.

Does this project meet a goal/objective of the Comprehensive Plan? YES or NO Meets the community water supply and waste water treatment needs.

Location: Waste Water Plant / Area behind personnel Building and Solids Handling close to the dump gate.

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings		30,000	30,000			60,000
Other--Contingencies						-
TOTAL	\$ -	\$ 30,000	\$ 30,000	\$ -		\$ 60,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019

Capital Improvements Program

Department: Waste Water

Description: Replace feed pump for press system. There are a total of 2 pumps for this system.

Project Number:

Account Number:

Justification: This piece of equipment is used to pump sludge from the bottom of the digester to the press at a high rate of speed. It is a positive displacement pump with a chrome plated rotor and a rubber stator. A lot of inert material (sand and grit) is collected in the digesters and has to be pressed daily. The alum sludge that we receive from the water plant consists mainly of sand and grit. The life of these pumps is around 3-5 years.

Does this project meet a goal/objective of the Comprehensive Plan? **YES** - Meets the community water supply and waste water treatment needs.

Location: Solids Handling Building/ first floor- WWTP

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings		22,000		22,000		44,000
Other--Contingencies						-
TOTAL	\$ -	\$ 22,000	\$ -	\$ 22,000		\$ 44,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019
Capital Improvements Program

Department: Waste Water

Description: Replace Magnetic Flow Meter at Main Pump Station

Project Number:

Account Number:

Justification: The current meter can no longer be repaired. This meter is required by the VPDES permit.

Does this project meet a goal/objective of the Comprehensive Plan? YES - Meets the community water supply and waste water treatment needs.

Location: Waste Water Main Pump Station

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings			35,000			35,000
Other--Contingencies						
TOTAL	\$ -	\$ -	\$ 35,000	\$ -	\$ -	\$ 35,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019

Capital Improvements Program

Department: Waste Water

Description: Replace Air Compressor Solids Handling

Project Number:

Account Number:

Justification: The compressor is part of the Sludge Press system and air supply for the entire facility.

Does this project meet a goal/objective of the Comprehensive Plan? YES - Meets the community water supply and waste water treatment needs.

Location: Waste Water Treatment Plant

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings					10,000	10,000
Other--Contingencies						
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019
Capital Improvements Program

Department: Waste Water

Description: New 80-foot Clarifier

Project Number:

Account Number:

Justification: Replace clarifiers 1 and 2. These clarifiers were placed in service in 1977, they were refurbished in 1996. They are both in need of refurbishing or replacement. Replacement with one 80-Foot unit would make operations more efficient and lower maintenance fees.

Does this project meet a goal/objective of the Comprehensive Plan? YES - Meets the community water supply and waste water treatment needs.

Location:

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction					200,000	200,000
Equipment/Furnishings					200,000	200,000
Other--Contingencies					50,000	50,000
TOTAL	\$ -	\$ -	\$ -	\$ -	\$450,000	\$ 450,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

Water Department

FY2015-2019
Capital Improvements Program

Department: Water

Description: Tank maintenance and repair

Project Number:

Account Number:

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

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

Location: Clarion Road, Melinda Dr., Bedford Avenue

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	50,000	50,000	50,000			150,000
Other--Contingencies						-
TOTAL	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 150,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019

Capital Improvements Program

Department: Water

Description: Replace (12) Turbidity Meters for filters 1-5 and applied meters 1-5 and (2) for combined finished water.

Project Number:

Account Number:

Justification: This purchase is part of ongoing maintenance program to replace aging equipment with excessive hours of usage. The exiting turbidity meters are worn out and will not hold calibration. The new meters are required by VDH.

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

Location: Water Plant

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings	65,000					65,000
Other--Contingencies						
TOTAL	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ 65,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019

Capital Improvements Program

Department: Water

Description: Replace (2) backwash valves

Project Number:

Account Number:

Justification: This purchase is part of our ongoing maintenance program to replace aging equipment with excessive hours of usage. *These valves were installed when the WTP was built, and are worn from constant use and need replacing.*

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

Location: Water Plant

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings		17,000				17,000
Other--Contingencies						
TOTAL	\$ -	\$ 17,000	\$ -	\$ -		\$ 17,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019
Capital Improvements Program

Department: Water

Description: Replace backwash control panel

Project Number:

Account Number:

Justification: This purchase is part of our ongoing maintenance program to replace aging equipment with excessive hours of usage. *This panel was installed when the WTP was built and needs to be upgraded.*

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

Location: Water Plant

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings		15,000				15,000
Other--Contingencies		5,000				5,000
TOTAL		\$ 20,000	\$ -	\$ -	\$ -	\$ 20,000

*Control Panel must be replaced in 2014

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019
Capital Improvements Program

Department: Water

Description: Remove sedimentation and debris from Reed Creek intake structure.

Project Number:

Account Number:

Justification: Needs periodic cleaning due to sedimentation and debris associated with periodic flooding, leaf infiltration and etc. Last cleaned in 2011 and requires cleaning approximately every 5 years.

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

Location: Reed Creek Intake behind water plant

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings		46,000				46,000
Other--Contingencies						
TOTAL	\$ -	\$ 46,000	\$ -	\$ -	\$ -	\$ 46,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise fund

FY2015-2019
Capital Improvements Program

Department: Water

Description: Replace water actuator valves for filters 1-5.

Project Number:

Account Number:

Justification: The purchase is part of our ongoing maintenance program to replace aging equipment with excessive hours of usage. This is needed to operate filter valves to open and close. These valves have been in service ever since the water plant was built.

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

Location: Water Plant

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings		30,000				30,000
Other--Contingencies						
TOTAL	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ 30,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise fund

FY2015-2019

Capital Improvements Program

Department: Water

Description: Install manual transfer switches, reverse service receptacles, and generator cord sets for emergency power connections to a portable generator.

Project Number:

Account Number:

Justification: Emergency power hook-ups are needed at each one of the pump stations for a quick connection to a portable generator in case of an extended power outage.

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

Location: McMinnis Spring, Reynolds Spring, Staunton River Raw Water Pump Station, Bedford Avenue, and Lola Avenue Booster pump Station

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings		45,000				45,000
Other--Contingencies						
TOTAL	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ 45,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019

Capital Improvements Program

Department: Water

Description: Replace chemical pump. There are 4 total pumps, 3 are in use when the plant is in operation. Currently there is a 4-5 year cycle for replacement.

Project Number:

Account Number:

Justification: This purchase is part of our ongoing maintenance program to replace aging equipment with excessive hours of usage. One of the chemical pumps is worn from constant use and needs replacing.

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

Location: Water Plant

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings			13,000		15,000	28,000
Other--Contingencies						
TOTAL	\$ -	\$ -	\$ 13,000	\$ -	\$ 15,000	\$ 28,000

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund

FY2015-2019

Capital Improvements Program

Department: Water

Description: Replace Staunton River raw water pump. This is on a 3 year cycle for 1 pump.

Project Number:

Account Number:

Justification: In 2005 one pump broke down and was replaced with the spare pump. The new pump will replace the broken one and the spare pump will return to being the spare. The system requires two pumps to operate. Rebuilding the broken pump would cost approximately \$12,500 and have only a 1-year warranty. A new pump has a 5-year warranty. These pumps are critical to ensure the effective operation of the Town's water system.

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

Location: Staunton River raw water pump station

Costs	FY2015	FY2016	FY2017	FY2018	FY2019	TOTAL
Planning/Design						-
Construction						-
Equipment/Furnishings			40,000		40,000	80,000
Other--Contingencies						
TOTAL	\$ -	\$ -	\$ 40,000	\$ -	\$ 40,000	\$ 80,000

This project was moved from FY2013

Annual Operating Budget Impact: None

Funding Sources: Enterprise Fund