

**BERRYVILLE TOWN COUNCIL
MEETING AGENDA
Work Session
Berryville-Clarke County Government Center
101 Chalmers Court, Second Floor
Main Meeting Room
March 14, 2017
4:00 p.m.**

<u>Item</u>	<u>Attachment</u>
1. Call to Order – Patricia Dickinson, Mayor	
2. Approval of Agenda	
3. Presentations	
County of Clarke	1
John H. Enders Volunteer Fire Company	2
Berryville Main Street	3
4. Discussion	
Proposed FY2018 Budget	
Draft Budget Highlights	4
Draft Budget Summary and Charts	5
Draft Budget Detail	6
Draft Budget Worksheet	7
Draft CIP	8
5. Other	
6. Closed Session – No closed session scheduled	
7. Adjourn	

↑ denotes an item on which a motion for action is included in the packet

Attachment 1



CLARKE COUNTY FIRE-RESCUE

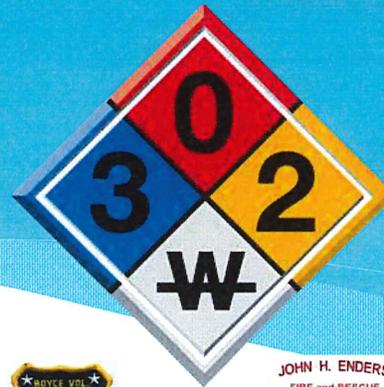
By Brian Lichty, Director



TOWN OF BERRYVILLE FIRE-EMS SERVICES



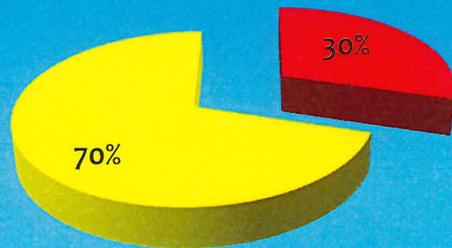
**CPR &
FIRST AID
TRAINING**



EMS INCIDENTS 2016

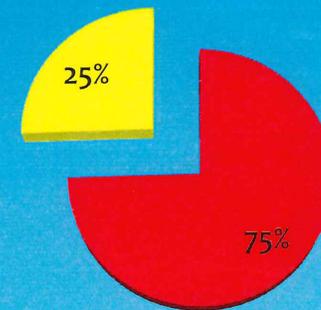
EMS CALL IN COUNTY

- Total EMS Calls Transported inside County
- Total EMS Calls No Transport Inside County



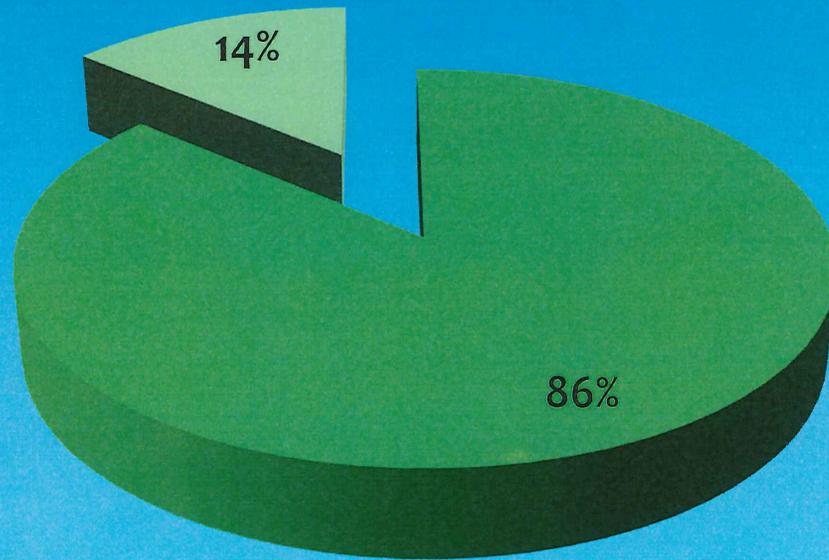
EMS CALLS IN TOWN - 856

- Total EMS Calls Transported inside Town
- Total EMS Calls No Transport inside Town



Total Apparatus Responses Berryville 2016 - 1084

■ Company 1 Responses ■ Companis 4 & 8



CAREER PERSONNEL IN FIRE RESCUE SYSTEM

Career Personnel in Fire-Rescue System

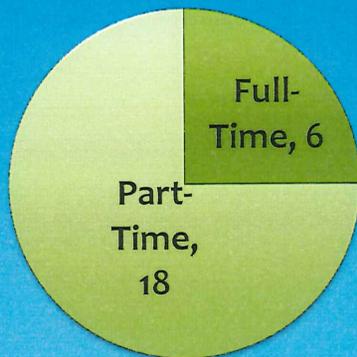
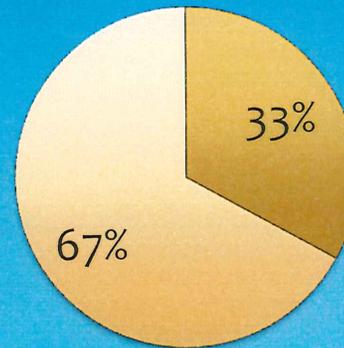


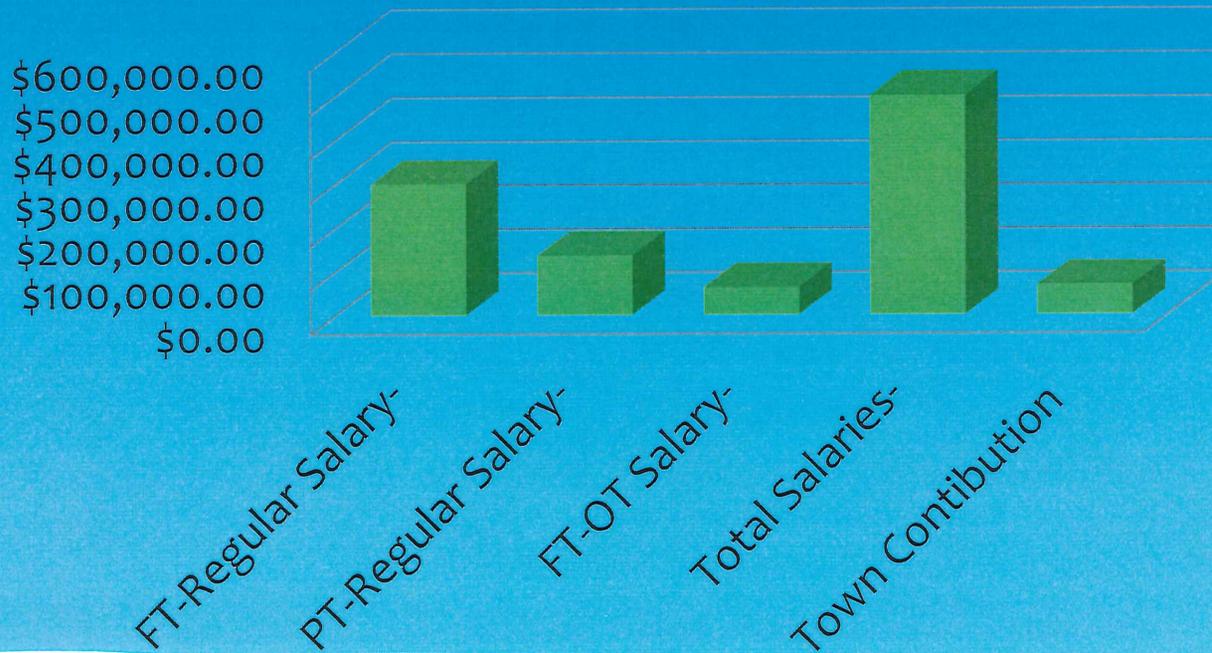
Chart Title

- Calls Career Run In County
- Calls Career Run In Town



CAREER PERSONNEL IN FIRE RESCUE SYSTEM

Salary Cost Comparison FY 16



FIRE-RESCUE COSTS

- Ladder Truck..... \$1,000,000
- Fire Engine..... \$750,000
- Ambulance..... \$225,000
- Tanker..... \$650,000
- PPE-Each Firefighter.....\$2,300
- SCBA-Each Position.....\$8,000
- Defibrillator/Heart Monitor.....\$47,000
- Training-1 FF/EMT – 1st Yr..... \$8,000



VIRGINIA CODE

§ 27-6.02. Provision of firefighting services

A. Any county, city, or town may provide firefighting services to its citizens by (i) establishing a fire department as a department of government pursuant to § 27-6.1 or (ii) contracting with or providing for the provision of firefighting services by a fire company established pursuant to § 27-8.

B. In cases in which a county, city, or town elects to contract with or provide for the provision of firefighting services by a fire company pursuant to clause (ii) of subsection A, the fire company shall be deemed to be an instrumentality of the county, city, or town and, as such, exempt from suit for damages done incident to fighting fires therein. The county, city, or town may elect to provide for the matters authorized in §§ 27-4 and 27-39.

As used in this section, "provide firefighting services" includes travel while performing fire, rescue, or other emergency operations in emergency vehicles or fire apparatus as described in §§ 46.2-920 and 46.2-1023, respectively.



FY 18 Budget

Least Cost EMT –

Salary	\$46,270
Overtime	\$8,477
FICA	\$4,188
Health	\$8,472
VRS	\$3,928
Workers Comp.	\$2,832
LODA	\$456
TOTAL	\$75,229

Continue funding for-
John H. Enders VFD
Communications Services



Attachment 2



JOHN H. ENDERS FIRE CO., INC. & RESCUE SQUAD

9 South Buckmarsh Street
Berryville, Virginia 22611
(540) 955-1110



March 2017

Members of the Berryville Town Council

Reference: FY 2017-2018 Budget Request

Ladies and Gentlemen:

Attached is the FY 2017-18 Budget Request for the John H. Enders Volunteer Fire Company and Rescue Squad, Inc. For tax and operational purposes, the Fire Company operates on a calendar year basis, so attached is the IRS Form 990 and audit from CY 2015 as well as the balance sheet and income/expense statements from CY 2016.

During 2016, the John H. Enders Fire Company and Rescue Squad was called to respond to a total of 1782 calls for service. This was a 7% increase over 2015. Of the 1782 calls for service, 361 were fire related incident calls and 1421 were rescue/emergency medical service calls. That call volume averaged out in 2016 to 4.9 calls a day 365 days a year. Within the Town of Berryville there were a total of 773 calls with 758 of those calls being EMS related. 53% of John H. Enders rescue calls in 2016 were within the town limits of Berryville.

To help us provide the level of service needed by the Town of Berryville and because of extensive deferred capital needs the John H. Enders Fire and Rescue Company is respectfully requesting the same budget allocation of \$25,000 but we also request that a fund be established to assist with the replacement of ambulances and fire apparatus. Despite not making any major capital purchased during 2016 we incurred over \$226,000 in expenses so we feel very strongly that for the level of service we provide to the Town of Berryville, the \$25,000 we are requesting is justified and is a tremendous value for the taxpayers. The town is essentially receiving a 90% match for the funds it allocates to the department.

Although our operational expenses were stable in 2016 we do have significant deferred capital and maintenance budget needs including major maintenance to our building, the replacement of the Mobile/Utility Vehicle, the replacement of the SERV and the replacement of the Ladder Truck. We are also faced with the immediate need to replace the roof on our fire station in 2017.

While we receive no direct benefit from the \$50,000 County budget allocation, we would like to specifically thank the Town of Berryville for last year's allocation of \$50,000 to Clarke County to assist with the funding of career staff. We strongly encourage the Town of Berryville to continue to assist with this funding. Please know it is very difficult if not impossible for a volunteer station to provide the manpower to cover the EMS call volume in Berryville considering the number of calls generated from Greenfield and Rosehill. The ongoing assistance to the county to fund career staff is a critical need.

Please contact me at 571-439-6496 (cell) or 955-4346 (home), email, president@endersfire.com if you have any questions or concerns regarding this budget request or any of the attached information or if you want a tour of the station. Thank you again for your ongoing support, it has made a tremendous difference in our ability to serve the residents of the Town of Berryville.

Respectfully submitted,

Christopher Shipe
President

Agency Name: John H. Enders Volunteer Fire Company and Rescue Squad

Contact Name: Chris Shipe, President, 540-882-3232-work,
540-955-4346-home, 571-439-6496-cell., email president@endersfire.com

Amount Requested FY 17-18: \$ 25,000 Plus the Establishment of a Capital Fund

Total requests for service in CY 2016: **773 total requests for service in Berryville in 2016**

The John H. Enders Volunteer Fire Company and Rescue Squad, Inc. was called to respond to 1782 incidents in 2016 with 773 of those being in the Town of Berryville. To provide this level of service to the Town of Berryville requires an extensive capital investment in equipment and significant operational expenses. In addition to serving clients in John H. Enders's primary area of responsibility, John H. Enders provides the facilities and equipment for Clarke County Emergency Services Staff to use to respond to calls in the Town of Berryville and Clarke County. Enders provides office living, and sleeping, space at no charge to the County or Town of Berryville. Enders also purchases, equips and pays for all repairs for two ambulances and the Special Emergency Response Vehicle (SERV) that allow Clarke County Emergency Services Staff to respond to calls in the Town of Berryville. During 2016, the repairs for the department's fire and rescue vehicles totaled \$47,040. We anticipate repairs costs to continue to escalate given the age of our vehicles. In 2016, fire equipment/supplies cost \$38,998, EMS supplies and equipment, cost \$8,693. One bright spot in our budget is the cost of fuel continues to moderate. For 2016 fuel for the vehicles cost \$ 8,991. In 2016 utilities increased to \$23,122 as we incurred the additional cost of installing wireless "hot-spots" in the ambulances to allow for the transmission of information from the on-board computers and monitors directly to the hospital and to the state.

The Town of Berryville's ongoing support is critical to allow us to continue to provide the level of service that is currently expected of us. Although 50% of John H. Enders calls are in the Town of Berryville's the current budget allocation helps cover less than 10% of the routine operational costs of the department and provides no support for capital expenditures. It should be noted that in addition to being responsible for raising the balance of the necessary funds to pay operational costs the department must also raise all the funds necessary to support the major capital purchases required to keep the department running as well as ongoing needed purchases of personal protective gear and hose.

From a capital planning needs assessment it is well documented at the current rate of usage, the department needs to dedicate a minimum of \$30,000 per year to just replace ambulances and \$50,000 a year to replace fire apparatus. Based on historic revenue and expenses the department has never been able to do this and continues to rely heavily on grants, loans and major donations to make vehicle purchases.

In addition to the ongoing replacement of ambulances, other major capital needs facing the department include the replacement of the 2002 Special Emergency Response Vehicle (SERV) which is the vehicle the department furnishes to the EMS career staff to cover County and the Town of Berryville, and the replacement and or refurbishment of our 1984 ladder truck, and replacement of the 1988 utility vehicle.

A major capital need/expense facing the department is the building itself, including the building addition which was built in the 1980s and the original section that was built in the 1960s. Both now are in need of major maintenance including painting and the immediate replacement of the roof. It should be noted that the John H. Enders building is used extensively as a community gathering spot. Our social hall is continually used by nonprofit groups and government agencies for meetings. It is also has become the place for grieving families to hold their after funeral gathering when they don't have a tie to a local church.

Beyond the major capital needs, the department has the ongoing need of purchasing the protective gear worn by members at a cost of over \$2,000 per member. Depending on our finances, we try to replace a minimum of five sets per year. Although many times the gear is still serviceable, the NFPA standard requires it be replaced every 10 years. The failure to do so could result in significant liability for the department should a member become injured in older gear. The Town of Berryville's ongoing operational support, greatly helps Enders to maintain the current standard of care we deliver to the Town of Berryville, and ensures that our volunteers have the proper tools and equipment that allows them to work safely and effectively.

The attached Income/Expense Statement shows total funding of \$279,514 and expenses of \$228,566. Because of budget constraints and not being successful with grant funding we did not have the funds to replace the SERV or the Mobile/Utility vehicle so there were no major capital expenditures in 2016. At present our finances are solid but tenuous. We are facing two immediate capital needs in 2017 that will exhaust our reserve funds, one the replacement of our 1988 utility vehicle and two the replacement of the stations roof. Also, it is not unrealistic that the 1984 ladder truck may suffer a catastrophic failure and with the with the majority of our fire apparatus being over 15 years old it is also not unrealistic to anticipate incurring major repairs. If the ladder truck goes out of service and is not replaced and if a major piece of apparatus goes out of service and can't be fixed there could be a significant effect on residents of Berryville insurance rates.

In summary, John H. Enders Fire and Rescue Company has major capital requirements and incurs significant ongoing operational expenses to provide the level of service that is needed by the residents of the Town of Berryville. The department's resources are stretched very thin. With the recently approved additional assisted living facility and the recently approved 120 senior housing apartments the demands on the department will continue to increase. John H. Enders has no employees. During the past three years, (or past 117 years) no officers or members receive any remuneration, except the knowledge that we have helped our community. Right now there exists a good partnership between the town and the volunteers, the alternative to not funding the John H. Ender's Volunteer Fire and Rescue Company is the capital expenditures to build a building and purchase equipment as well as the operational expenses of a fully paid department – which would be significantly more expensive for the Town of Berryville. Conservatively to equip and staff a station like John H. Enders it would cost the County and the Town of Berryville at least \$500,000 per year. The Town of Berryville's past support has been greatly appreciated and is vital to allow Enders to deliver essential services to the residents of the Town of Berryville. The Town of Berryville has to look no further than to Frederick County where Frederick County has taken over the finances of the Millwood and Stephens City Stations, or to Shenandoah Farms where Warren County has had to assume responsibility for funding multiple stations, and to Loudoun County where the County has had to assume 100% responsibility for Middleburg, Upperville, and Neersville to appreciate the tremendous value that the volunteer members of the John H. Enders Fire and Rescue Company provide to the Town of Berryville.

Given the significant needs of the department, increasing the John H. Enders budget is a good investment for the Town of Berryville. The alternative is the volunteers becoming burnt-out and disillusioned by the lack of the needed resources which will result in the Town of Berryville having to assume significantly more of the responsibility to manage and fund the department.

At John H. Enders Fire and Rescue Company our financial position and our finances are completely transparent. Because of the issues with Shenandoah Farms we revamped and strengthened the company's financial controls so that we are doing everything possible to prevent any similar issues. We welcome the Town of Berryville, or for that matter the public, to review our finances at any Time.

The need for emergency services has not decreased so our budget request should not be viewed as discretionary spending. A budget allocation for fiscal year 2016-2017 of \$25,000 and the establishment of a capital fund to replace ambulances and fire apparatus will make a tremendous, positive impact for the residents of the Town of Berryville.

Once again, although John H. Enders receives no direct benefit, we would like to express our appreciation for the \$50,000 to Clarke County to assist with career staff funding. Although these funds do not come to John H. Enders we benefit by them because we simply cannot provide the volunteer manpower to cover the EMS call volume, particularly the call volume generated from Greenfield, Rosehill and Mary Hardesty. Thank you for your consideration and thank you once again for your support of John H. Enders Fire and Rescue Company.

John H. Enders 2016 Call Statistics:

John H. Enders Total Calls for Service:	1782
EMS Calls:	1421 - 91.5% of all EMS calls in Clarke Town of Berryville
Fire Related Calls:	361 - 86% of all Fire calls in Clarke Town of Berryville
Town of Berryville Incidents:	773 - 43% of Enders total calls
EMS Incidents in Berryville:	758 - 53% of Enders total EMS calls
Senior Facility Incidents:	385 - 28% of Enders total EMS calls

Note 51% of EMS calls in Berryville are senior facility related – with two new facilities being planned, an increase in call volume should be anticipated.

Income Statement

Total 2016 Income: \$ 279,514

Major Revenue Categories:

Source	totals
Fund Letter Drive 2015	\$6,560.00
Fund Letter Drive 2016	\$39,520.00
Spr. Crazy Cash	\$10,580.00
Fall Crazy Cash	\$9,127.00
Donations	\$38,156.00
Memorials	\$15,280.00
Interest Income	\$62.00
County	\$75,000.00
Town	\$25,000.00
Insurance Recovery	\$7,803.00
4 For Life	\$5,700.00
Fire Program Fund	\$24,032.00
Spr. Pancake	\$3,841.00
Fall Pancake	\$4,024.00
Social Hall Rental	\$4,490.00
Yard Party	\$7,274.00
Misc. Income	\$1,185.00
Lottery Fund Raiser	\$1,880.00
	\$279,514.00

- ❖ John H. Enders receives no funds directly from the recently implemented fee for service.
- ❖ The \$50,000 allocated for EMS services by the Town of Berryville goes directly to Clarke County to fund career staff – John H. Enders does not receive any of those funds.
- ❖ Fire Programs Funds are a 1% insurance tax that is passed through the town for the purchase of fire equipment. John H. Enders receives fire program funds from both the County and the Town but must document the purchase equipment to receive the funds. In 2017 the town's fire program funds' allocation is projected to be \$13,581. These funds can only be used to purchase fire equipment.

Under separate cover there is an outline of the fire programs funds the anticipated allocation to Berryville in 2017.

Total 2016 Expenses: \$ 237,558.48

Major Expense Categories:

Fuel	\$8,991.82
Vehicle Service	\$47,040.07
Fire Equipment & Supplies	\$38,998.20
EMS Equipment & Supplies	\$8,693.26
Utilities	\$23,122.67
Insurance	\$21,408.00
Training	\$4,936.15
Member Welfare	\$4,246.00
Building Repairs	\$27,378.03
Audit/Tax Form Preparation	\$1,875.00
Fundraising Expenses	\$19,334.23
Misc.	\$4,209.05
Parking Lot Loan Expense	\$27,326.00

Current Balance Sheet:

Current Assets:

Cash/Deposits: \$ 106,907

Liabilities: \$ 0-

Net Current Assets: \$106,907

Fixed/Capital Assets

Trucks Equipment \$ 2,218,808

Land/Building/Furnishings \$ 687,737

Less Accumulated Depreciation: \$2,395,221

Net Fixed/Capital Assets: \$ 511,424

Three Year Expense and Income Trends

Expense Category	2014	2015	2016
Fuel	\$ 27,345.00	\$ 11,902.00	\$ 8,991.82
Vehicle Service	\$ 32,082.00	\$ 25,068.72	\$ 47,040.00
Fire Equipment & Supplies	\$ 31,246.00	\$ 33,864.47	\$ 38,998.20
EMS Equipment & Supplies	\$ 205,008.00	\$ 25,475.70	\$ 8,693.26
Utilities	\$ 26,081.00	\$ 21,808.60	\$ 23,122.67
Insurance	\$ 34,342.00	\$ 17,386.00	\$ 21,408.00
Training	\$ 2,583.00	\$ 2,699.84	\$ 4,936.15
Banquet / Well Wishes	\$ 6,019.00	\$ 5,047.24	\$ 4,246.00
Building	\$ 16,577.00	\$ 15,985.43	\$ 27,378.03
Taxes/Auditing	\$ 900.00	\$ 1,425.00	\$ 1,875.00
Fundraising Expense	\$ 21,641.00	\$ 19,351.33	\$ 19,334.23
Misc.	\$ 1,845.66	\$ 2,030.61	\$ 4,209.05
Loan Repayment/Interest	\$ 31,351.00	\$ 45,993.00	\$ 27,326.00
Total	\$ 437,020.66	\$ 228,037.94	\$ 237,558.48

Income Source	2014	2015	2016
Fund Drive Previous Year	\$ 6,138.00	\$ 4,105.00	\$ 6,560.00
Fund Drive Current Year	\$ 54,349.00	\$ 47,560.00	\$ 39,520.00
Spr. Crazy Cash	\$ 7,655.00	\$ 9,400.00	\$ 10,580.00
Fall Crazy Cash	\$ 5,105.00	\$ 7,259.00	\$ 9,127.00
Donations	\$ 38,102.00	\$ 29,988.00	\$ 38,156.00
Memorials	\$ 4,585.00	\$ 2,499.00	\$ 15,280.00
Interest Income	\$ 110.00	\$ 61.00	\$ 62.00
County Stipend	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00
Town Stipend	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
Spr. Pancake	\$ 4,498.00	\$ 3,600.00	\$ 3,841.00
Fall Pancake	\$ 3,680.00	\$ 3,351.00	\$ 4,024.00
S. Hall	\$ 4,564.00	\$ 2,545.00	\$ 4,490.00
Yard Party	\$ 8,971.00	\$ 12,810.00	\$ 7,274.00
Dues	\$ 146.00	\$ -	
Misc.	\$ 1,968.00	\$ 929.00	\$ 1,185.00
CC Fire Assoc.	\$ 11,312.00	\$ 9,779.00	\$ 5,700.00
Fire Program Funds	\$ 21,007.00	\$ 11,937.00	\$ 24,032.00
Grants	\$ 156,579.00	\$ 12,136.00	\$ 7,803.00
Prepper Expo	\$ 5,500.00		
Total	\$ 434,269.00	\$ 257,959.00	\$ 279,514.00

Grants, Fire Program and Four for Life Projected Expenditures in 2017

Fire Equipment Vendors:

Gear Clean
Municipal Emergency Services
Whitmer Associates
LSI

Needed and anticipated Fire Equipment Purchases:

Replace Ladder Truck	\$ 750,000*
Replace Mobil/Utility Vehicle	\$ 65,000
Personal Protective Equipment:	\$ 10,000
Pagers and Radios	\$ 5,000
Hose	\$ 5,500
Nozzles, tools, misc. equipment	\$ 2,500
Training	\$ 5,000

Four For Life/EMS Vendors:

Emergency Medical Products
PLM Equipment Services
Physio Controls
Valley Home Care/Medical Supply

Needed and anticipated EMS Equipment Purchases:

Replace SERV	\$ 75,000*
Training	\$ 2,500
Personal Protective Equipment	\$ 2,500
Radios/Pagers	\$ 5,000
Replace Ambulance 2017-2018	\$175,000**

* We have applied twice for grants for both the ladder truck and the SERV. In both circumstances we were turned down the first time. We have reapplied for a 95%-5% grant for the ladder truck through FEMA Assistance To Firefighters Grant (AFG) program.

** The 2009 ambulance is increasingly unreliable. With the increase call for services for senior housing facilities this will be a critical need. We are in the planning stages and will be applying for grants in 2017 with an anticipated 2018 delivery. Because of the anticipated increase in call volume and because of the increasing unreliability of the 2009 ambulance, in lieu of replacing the SERV we are going to apply for a grant to replace an ambulance.

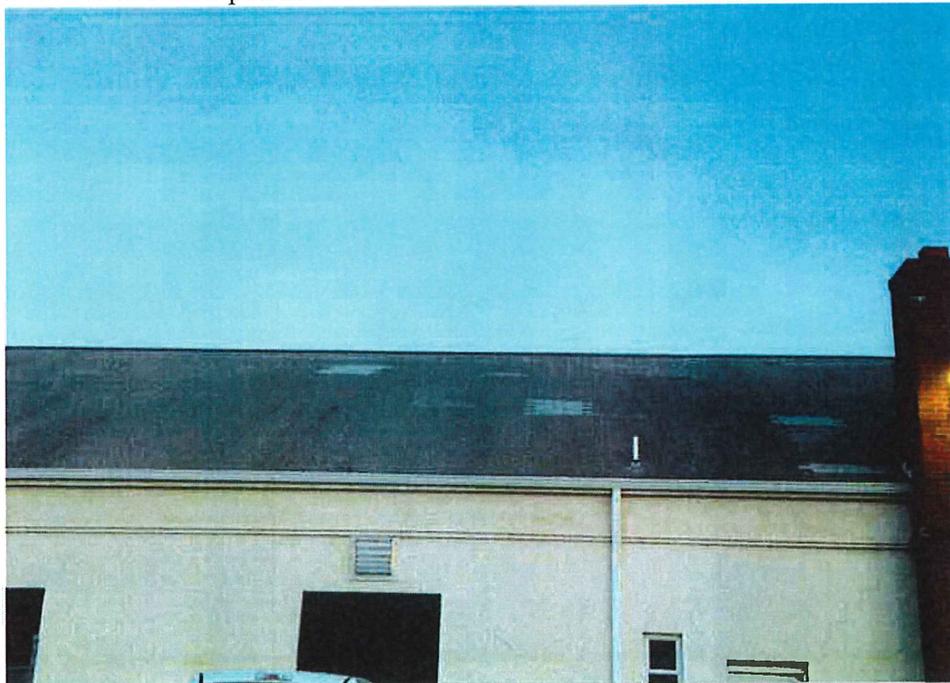
Needed and Anticipated Building Expenditures:

Rescue Bays Doors	:	\$10,000
Rescue Bays Concrete Floor Repairs/Refinishing		\$10,000
Rescue Bays Painting		\$10,000
Generator Transfer Switch		\$ 5,000
Building Roof - this is critical		\$50,445

1988 Chevrolet Mobile/Utility Vehicle



Photo of station's patched roof.





2016 CHEVROLET K3500 UTILITY TRUCK - SERVICE TRUCK in Monrovia, CA

DETAILS | FINANCE | SHIPPING QUOTE | INSPECTION REQUEST
SHARE THIS | CONTACT SELLER

Price: \$49,995
--0-- Recently Reduced



Contact this seller now:

(888) 518



TMORE

Specification

Year: 2016
 Make: CHEVROLET
 Model: K3500
 Class: CLASS3 (GVW 10001- 14000)
 Category: Utility Truck-Service Truck
 Engine Make: Vortec
 Engine Size: 6.0L
 New/Used: N
 Fuel Tank: 36 Gallons
 Size: Max Torque:
 380LB-FT Horsepower:
 300-400 Max
 Horsepower:
 360HP Max Rpm:
 6000RPM Fuel Type:
 Flex Fuel Transmission
 6 Speed:
 4x4 Axles:
 167.7 inches Wheelbase:
 Hydraulic Brake Type:
 1GB4KYCG8GF11&16d: YIN:
 49995

Less

Description

MUST SEE!!! One of a kind Red 2016 4x4 Chevrolet 3500 Silverado Crew Cab Single Rear wheel w/ 6.0L Gas Vortec V8 Engine, 6 spd Auto Trans, 8" Color Touch My Link Navigation w/ Apple CarPlay, Bluetooth and Electronic Trailer Brake Controller, Power Locks and Windows, Keyless Remotes, OnStar w/ 4GLTE WiFi Tilt and Cruise, A/C, with Custom 8 foot Scelzi Service Body, and Electronic Internal MasterLock, Class IV Hitch, - Ask for Commercial Sales PRICE HAS BEEN SIGNIFICANTLY REDUCED DUE TO FACTORY REBATES HURRY THIS ONE WILL BE SOLD FAST!!

Seller Information

Sierra Truck Center

(888) 518-5651
 Reference Stock #:
 C154671 CREW CAB



<http://www.commercialtrucktrader.com/listing/2016-Chevrolet-K3500--116...> 1112/2017

Note, the price does not include the cost to install needed equipment including, lights, siren, radio and command equipment.

Andy Christian Roofing, L.L.C.
435 Wildcat Hollow Road
Boyce, Va. 22620
Phone # 540-837-2030

Estimate

Date
2/16/2017

Name / Address
Enders Fire Dept. Berryville, VA 22611

Description	Total
Estimate to remove existing shingle roof and install new 30 year dimensional shingle. Shingles will be installed over synthetic roofing paper. Ice and water shield will be installed along all bottom eaves and in valley areas. Shingle over ridge vent will be installed on all main ridges. Will reuse all existing power vents. New lifetime boots will be installed on all vent pipes. Will haul away all debris.	50,445.00

We will be obtaining at least two additional quotes – but we do feel this initial bid is very reasonable considering the size of the roofs.

Aid to Localities Entitlement Program



Virginia Department of Fire Programs

and the

Virginia Fire Services Board

1005 Technology Park Drive
Glen Allen, Virginia 23059-4500

Tel: (804) 249-1958

Fax: (804) 371-3358

A) PURPOSE and AUTHORITY

This document describes the practices, consistent with the *Code of Virginia* (the Code) §38.2-401 and current policy guidance from the Virginia Fire Services Board (VFSB), by which the Virginia Department of Fire Programs (VDFP or the Agency) executes the administration and expenditure of entitlements allocated from the Fire Programs Fund. Each qualifying jurisdiction within the Commonwealth is entitled to an annual allocation based on their population but subject to certain minimum levels. This allocation may only be used for “fire service purposes” and “may not supplant or replace locally appropriated funds.”

B) DEFINITION OF TERMS

Fiscal Period – The Commonwealth’s fiscal periods are inclusive 12-months, from July 1st through and including June 30th of the next calendar year.

Aid to Localities (ATL) – This terminology itself is not actually specified in the language of the *Code*. The concept is however one that is both common within the public sector and in widespread use particularly for fund accounting. As used herein ATL:

- Refers exclusively to the annual allocation specified – §38.2-401.B of the Code, as further addressed by this Policy, including:
 - That allocation’s disbursement to jurisdictions statewide, and
 - Any forfeiture and subsequent general re-allocation as ATL.
 - §38.2-401.B of the Code of Virginia can be found at:
<http://law.lis.virginia.gov/vacode/38.2-401/>

Eligible Jurisdiction – Refers exclusively to each Independent CITY, COUNTY, and TOWN incorporated within the counties, as listed by the SECRETARY OF THE COMMONWEALTH in the Annual Report. This expression is sometimes used interchangeably with “Locality.”

Eligible Use of ATL Funds (Per the COV §38.2-401.B) - Funds allocated to the counties, cities and towns pursuant to this subsection shall not be used directly or indirectly to supplant or replace any other funds appropriated by the counties, cities and towns for fire service operations. Such funds shall be used solely for the purposes of training volunteer or career firefighting personnel in each of the receiving localities; funding fire prevention and public safety education programs; constructing, improving and expanding regional or local fire service training facilities; purchasing emergency medical care and equipment for fire personnel; payment of personnel costs related to fire and medical training for fire personnel; or for purchasing personal protective equipment, vehicles, equipment and supplies for use in the receiving locality specifically for fire service purposes.

C) PRECEDENCE OF LAW & DISCLAIMER

Nothing contained within this document shall or be construed to supersede the applicable laws and regulations of the COMMONWEALTH OF VIRGINIA. In the event of a conflict, the applicable law shall supersede the conflicting provision of this Practices document.

D) GENERAL OVERVIEW

The *CODE* provides for the collection of an annual levy each fiscal period from the insurance industry. Such levy is collected by the STATE CORPORATION COMMISSION (SCC) as of March 1st of the next immediate fiscal period. The amounts collected are thereafter reconciled and that reconciled principal is transferred into the FIRE PROGRAMS FUND (FUND) during the latter half of June of that same year.

Consistent with the *CODE*, the ATL total amount for any fiscal period is comprised of two components. The first component represents 75% of that principal amount initially transferred each year by the SCC as thereafter adjusted. The second component is the total amount of all irrevocable forfeitures by jurisdictions of allocations uncollected by them in a prior fiscal period.

Before any calculation for that 75% of the transferred principal is made, several types of reductions from that principal may first need to be accounted for and set-aside. Reductions may include:

- Any amount so specified in the **present Appropriations Act** as a payment, transfer, or other conveyance from the FIRE PROGRAMS FUND. (In the absence of an Appropriations Act for a given fiscal period, such may then pertain to any active appropriations authorization in place consistent with *CONSTITUTION OF THE COMMONWEALTH OF VIRGINIA*.)
- Any amount specified by **other applicable “Acts of Assembly”** as a payment, transfer, or other conveyance from the FIRE PROGRAMS FUND and not theretofore satisfied.
- Any amount specified by the *CODE* itself as a payment, transfer, or other conveyance from the FIRE PROGRAMS FUND. (i.e., Monies to be set aside for the “Dry Hydrant” Program or “Fire Service Grant Program.”)

Once these amounts have been deducted from that initial principal, 75% of the remaining transfer amount is then set-aside for allocation to jurisdictions as ATL.

In order for jurisdictions to collect their ATL, the *Code* requires that they satisfactorily complete and submit timely two (2) documents to the Virginia Department of Fire Programs (VDFP or Agency) annually:

- An Annual Report in which they must report to the Agency on the prior year’s ATL usage
- A Disbursement Agreement for ATL funds they are presently allocated to receive.

Beginning with the FY2015 funding year, all jurisdictions will only be required to submit their Annual Report Package to the Agency. Accounting documentation (such as General Ledger reports, bank statements, or detailed spreadsheets) demonstrating the following items must be maintained by the jurisdiction for audit purposes:

- Cash carry forward from previous funding years (if applicable)
- Current ATL funding for the year being reported
- Interest earned on the ATL funds (reporting of interest optional)
- Qualifying expenditures for the current funding year being reported
- Cash carry forward balance into future reporting years (if applicable)

If, at the end of any annual reporting period, the eligible jurisdiction has not submitted to VDFP a satisfactory annual report and a completed agreement form, any ATL funds due to that locality for the next year shall not be retained by the jurisdiction but shall be retained in the Fund. If this occurs, the Virginia Fire Services Board (VFSB) will be notified via writing by the Agency. See § 38.2-401.B of the Code. Additionally, jurisdictions that fail to collect their allocation within two (2) years of funds availability shall irrevocably forfeit that amount, and any such amount is retained in the Fund for distribution to localities in the next allocation cycle. Funds are made available on July 1 of the current fiscal year funding cycle and are available for collection by the locality until June 30 of the second year. For example, funds made available July 1, 2015 for the FY2016 funding cycle will be available for collection by the jurisdictions until June 30, 2017.

E) STATEMENT OF POLICY DISBURSEMENT OF FIRE FUND

1. Jurisdictions Eligible for ATL – The Code requires at §38.2-401.B that allocations shall be made from the FUND to jurisdictions “...providing fire service operations to be used for the improvement of volunteer and career fire services in each of the receiving localities.” Eligibility is restricted exclusively to those jurisdictions within the Commonwealth of Virginia as provided in the Code. Fire Departments or fire service organizations are **not eligible** to receive ATL funds directly from the Agency.
2. ATL Allocation Period Defined – Funds received by the Agency each June from SCC are used in arrears for ATL in the current fiscal period.

Beginning July 1, 2010 and continuing every July 1 thereafter, the annual transfer of principal as collected by the SCC for the FIRE PROGRAMS FUND each June shall be the basis for computing ATL allocations to jurisdictions for the current fiscal period commenced the previous July 1st and concluding June 30th of the current fiscal year in which the SCC transfer is received.

3. Minimum Allocations – The Code specifies minimum allocations for Counties, Cities, and Towns based upon population. Should the calculation of a jurisdiction’s population-based allocation fall below the statutory minimum, then that jurisdiction’s allocation is raised to the statutory minimum for the fiscal period in question. The VFSB shall be authorized to exceed statutory allocations for eligible counties, cities, and towns, but may not reduce allocations below the statutory minimums specified in the Code.

The Board will inform the Agency not more than 90-days nor less than 30-days before the start of a fiscal period the minimums to be so applied; should the Board not so notify the Agency/not elect to change the minimums, the then existing minimums shall remain in effect for the forthcoming fiscal period. (See Exhibit [A])

4. Authorized Use of ATL – Pursuant to § 38.2-401.B. of the Code, ATL funds shall be used for the following purposes –
5. Such funds shall be used solely for the purposes of training volunteer or career firefighting personnel in each of the receiving localities; funding fire prevention and public safety education programs; constructing, improving and expanding regional or local fire service training facilities; purchasing emergency medical care and equipment for fire personnel; payment of personnel costs related to fire and medical training for fire personnel; or for purchasing personal protective equipment, vehicles, equipment and supplies for use in the receiving locality specifically for fire

service purposes. Notwithstanding any other provision of the Code, when localities use such funds to construct, improve or expand fire service training facilities, fire-related training provided at such training facilities shall be by instructors certified or approved according to policies developed by the Virginia Fire Services Board. Distribution of this 75 percent of the Fund shall be made on the basis of population as provided for in §§ 4.1-116 and 4.1-117; however, no county or city eligible for such funds shall receive less than \$10,000, nor eligible town less than \$4,000. The Virginia Fire Services Board shall be authorized to exceed allocations of \$10,000 for eligible counties and cities and \$4,000 for eligible towns, respectively. Allocations to counties, cities, and towns receiving such allocations shall be fair and equitable as set forth in Board policy. Any increases or decreases in such allocations shall be uniform for all localities. In order to remain eligible for such funds, each receiving locality shall report annually to the Department on the use of the funds allocated to it for the previous year and shall provide a completed Fire Programs Fund Disbursement Agreement form. Each receiving locality shall be responsible for certifying the proper use of the funds. If, at the end of any annual reporting period, a satisfactory report and a completed agreement form have not been submitted by a receiving locality, any funds due to that locality for the next year shall not be retained. Such funds shall be added to the 75 percent of the Fund allocated to the counties, cities, and towns of the Commonwealth for improvement of fire services in localities. Annual Report Categorical Descriptions - The following items expand upon the allowable uses of ATL funds by category listed on the Annual Report.

C1 - Training of Fire Services personnel NOT reported in [C6] – Expenses such as registration fees and all travel costs associated with attendance and participation in support of the fire services at educational opportunities held within and outside Virginia. Examples include, but are not limited to conference registration/tuition, lodging, mileage, and meals while traveling to the fire services training. Examples also include, but are not limited to support of health and safety initiatives and professional development for fire service personnel in compliance with the NFPA Training Standards.

C2 – Community Risk Reduction programs – Cost of fire services personnel to provide public community risk reduction educational programs and the equipment and supplies used solely for the public education. Examples include, but are not limited to posters, advertisements, and salary expenses for permanent, temporary, contract, part-time and full time workers.

C3 – Local Fire Service training facilities as such principally or solely serves the locality – Cost to construct, improve or expand fire service training facilities and fire-related training props/aids and equipment storage provided at such training facilities to support NFPA Training Standards. Examples include, but are not limited to the construction of burn buildings, flammable liquid pits, mazes, props for hazardous materials and heavy technical rescue, and classroom space.

C4 – Fire Service training facilities including those that are Regional/multi-jurisdictional – Cost of constructing, improving and expanding regional or local fire service training facilities and equipment storage to support NFPA Training Standards. Examples include, but are not limited to the construction of burn buildings, flammable liquid pits, mazes, props for hazardous materials and heavy technical rescue, and classroom space.

C5 - Emergency medical care and equipment for Fire Personnel – Equipment and care used solely for fire personnel who are first responders in the direct commission of firefighting or fire suppression and are in need of emergency medical care. Examples include, but are not limited to AED machines and first aid kits to be used solely for the emergency care of fire personnel.

C6 - Payment of personnel costs related to fire and medical training for fire personnel **NOT reported in [C1]** – Payroll expenses to cover the direct fire service operations while the fire services personnel are attending the fire or medical training for fire personnel . An example includes backfilling the usual fire services personnel shift with a second shift of direct firefighting personnel to work while the usual shift attends the training as described in C1.

C7 - Personal Protective Equipment for Fire Service Personnel – Personal protective equipment, breathing apparatus, equipment, and tools used to support operational needs. Examples include, but are not limited to the purchase of or emergency/critical repair of items such as boots, SCBA, fire protective clothing including turnout gear, personal fire shelters used in wild land fire suppression.

C8 - Fire Services Vehicles - Vehicles used for fire services purposes in compliance with the applicable NFPA Standards. Examples include, but are not limited to the purchase or emergency/critical repairs, for fire engines, pumpers, ladder trucks, and fire boats where there is an established marine firefighting program. *(**** Emergency/ critical repairs are defined as rendering frontline apparatus/ vehicle inoperable or unable to meet its intended use and an exemption must be requested through the Agency prior to expenditure. Routine maintenance and repairs are not included)*

C9 - Fire Services Equipment and Supplies - Equipment and supplies used to support and expand the support of fire services operations as well as to support the health and safety initiatives for fire service personnel in compliance with the applicable NFPA Standards. Examples include, but are not limited to the purchase or emergency/critical repairs for items such as hoses, ladders, and handheld and power tools used in the performance of fire services operations. *(**** Emergency/ critical repairs are defined as rendering the equipment inoperable or unable to meet its intended use and an exemption must be requested through the Agency prior to expenditure. Routine maintenance and repairs are not included)*

6. Non-Authorized Use - ATL shall not supplant or replace locally appropriated funds.

The following items are **not permitted** as an allowable use of ATL funds.

1. Sales Tax.
2. Routine maintenance expenses.
3. Medical equipment, supplies, and vehicles used for emergency or ambulatory medical treatment for non-firefighting personnel.
4. Compensation for lost wages due to class attendance or participation.
5. Replacement of or to supplant locally appropriated funds.

To reduce the financial burden on the locality, VDFP strongly recommends that the jurisdiction contact the Grants Manager before any purchases are made on items that are uncertain or may not fall clearly within the allowable ATL expense categories. This will allow VDFP to evaluate each item on a case by case basis and apply the resulting outcome consistently throughout the Commonwealth to maintain the intent of the ATL program.

7. **Appeals Process**

Inquiries regarding the usage of ATL funds are to be sent to VDFP for review and consideration. VDFP will make an evaluation of the inquiry considering COV §38.2-401 and the ATL Policy. VDFP will provide a provisional decision to localities via certified e-mail with a read receipt. All Board members shall be copied on the Agency's provisional correspondence if the Agency

determines the ATL usage request does not meet the intent of the COV §38.2-401 and the ATL Policy

Localities may appeal the Agency's provisional decision(s) about the allowable use of ATL funds to the Virginia Fire Services Board.

Notices of appeal are to be received by VDFP within 30 calendar days of the read receipt of the e-mail correspondence. Failure to submit notice of appeal will render VDFP's provisional decision final. Upon receipt of a notice of appeal, VDFP will notify the locality of the next scheduled VFSB meeting, encouraging the locality to be present to discuss its appeal. If the next VFSB meeting occurs in less than seven (7) business days, the appeal will be scheduled for the next subsequently scheduled VFSB meeting. . It is incumbent on the locality to appear before the Virginia Fire Services Board to appeal their request(s).

The Agency will develop a tracking database to capture all denials by fiscal year. The denials tracking database will be provided to the Virginia Fire Services Board at the conclusion of each fiscal year.

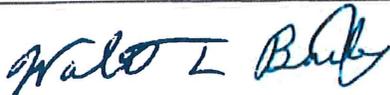
8. Allowed "carry-forward" of ATL by Jurisdictions – Jurisdictions may conditionally 'carry-forward' ATL funds.

The allocation of funds is scheduled upon successive 12-month periods coincident with the Commonwealth's fiscal periods. Pursuant to §38.2-401.A, unexpended monies shall not revert to the General Fund or any other Special Revenue Fund, but shall remain in the Fire Programs Fund.

The carry-over by jurisdictions of ATL held by them from one fiscal (Reporting) period to the next shall not generally be abridged. Any such balances carried-forward shall be accounted for by jurisdictions in their Code mandated Annual Reports to the Agency. VDFP shall monitor such balances and shall advise the Board of any irregularity, suspected abuse, or other concerns, so that the Board may review this provision of the Policy and make adjustments as they may thereafter deem necessary.

CERTIFICATION:

We the undersigned as Chairman of the VIRGINIA FIRE SERVICES BOARD and Executive Director of the VIRGINIA DEPARTMENT OF FIRE PROGRAMS jointly adopt the foregoing Policy which supersedes all prior Policies/Policy Statements effective as of November 7, 2015.

	
Walter Bailey Chairman Virginia Fire Services Board	Melvin D. Carter Executive Director Virginia Department of Fire Programs

History of Applicable ATL Minimums
Exhibit [A]

Effective	Cities & Counties	Towns	Initial Fiscal Period...
Origin	\$8,000	\$3,000	FY-1984
July 1997 – VGA Action	\$10,000	\$4,000	FY-1997
April 2001 -- BOARD Action	\$12,000	\$6,000	FY-2001
June 2006 - BOARD Action	\$16,000	\$8,000	FY-2007
February 2013 - BOARD Action	\$20,000	\$10,000	FY-2014

Virginia Total		323	8,001,024	\$ 27,034,040		100
Description	FIN	FIPS Code	Population ²	FY 2017 Allocation ESTIMATED 06/30/16	INITIAL PAYMENT (90%)	Transfer (Quarter)
Appomattox	0000052067	306	1,733	\$ 10,000	\$ -	
Ashland	0000052068	307	7,225	\$ 23,446	\$ 21,101	1Q17
Belle Haven	0000111287	308	532	\$ 10,000	\$ -	
Berryville	0000052070	309	4,185	\$ 13,581	\$ 12,223	1Q17
Big Stone Gap	0000052071	310	5,614	\$ 18,218	\$ -	
Blacksburg	0000050234	311	42,620	\$ 138,307	\$ 124,476	1Q17
Blackstone	0000052072	312	3,621	\$ 11,751	\$ -	
Bloxom	0000118657	313	387	\$ 10,000	\$ 9,000	1Q17
Bluefield	0000052073	314	5,444	\$ 17,667	\$ -	
Boones Mill	0000111471	315	239	\$ 10,000	\$ 9,000	1Q17
Bowling Green	0000050445	316	1,111	\$ 10,000	\$ 9,000	1Q17
Boyce	0000058960	317	589	\$ 10,000	\$ -	
Boydton	0000055979	318	431	\$ 10,000	\$ 9,000	1Q17
Boykins	0000111470	319	564	\$ 10,000	\$ -	
Branchville	0000111300	320	114	\$ 10,000	\$ -	
Bridgewater	0000050232	321	5,644	\$ 18,316	\$ 16,484	1Q17
Broadway	0000052256	322	3,691	\$ 11,978	\$ -	
Brodnax	0000056906	323	298	\$ 10,000	\$ -	
Brookneal	0000058607	324	1,112	\$ 10,000	\$ 9,000	1Q17
Buchanan	0000050152	325	1,178	\$ 10,000	\$ 9,000	1Q17
Burkeville	0000091067	326	432	\$ 10,000	\$ -	
Cape Charles	0000055292	327	1,009	\$ 10,000	\$ 9,000	1Q17
Capron	0000052230	328	166	\$ 10,000	\$ -	
Cedar Bluff	0000056679	329	1,137	\$ 10,000	\$ -	
Charlotte Court House	0000111331	330	543	\$ 10,000	\$ -	
Chase City	0000052060	331	2,351	\$ 10,000	\$ -	
Chatham	0000050412	332	1,269	\$ 10,000	\$ -	
Cheriton	0000057896	333	487	\$ 10,000	\$ -	
Chilhowie	0000050786	334	1,781	\$ 10,000	\$ -	
Chincoteague	0000053359	335	2,941	\$ 10,000	\$ -	
Christiansburg	0000052061	336	21,041	\$ 68,281	\$ 61,453	1Q17
Claremont	0000111224	337	378	\$ 10,000	\$ -	
Clarksville	0000050195	338	1,139	\$ 10,000	\$ -	
Cleveland	0000111481	339	202	\$ 10,000	\$ 9,000	1Q17
Clifton	0000052608	340	282	\$ 10,000	\$ -	
Clinchport	0000111390	341	70	\$ 10,000	\$ -	
Clintwood	0000111454	342	1,414	\$ 10,000	\$ -	
Coeburn	0000052062	344	2,139	\$ 10,000	\$ -	
Colonial Beach	0000046245	345	3,542	\$ 11,494	\$ -	
Courtland	0000056971	347	1,284	\$ 10,000	\$ -	
Craigsville	0000069397	348	923	\$ 10,000	\$ -	
Crewe	0000053028	349	2,326	\$ 10,000	\$ -	
Culpeper	0000052064	350	16,379	\$ 53,152	\$ -	
Damascus	0000063733	351	814	\$ 10,000	\$ -	
Dayton	0000052251	352	1,530	\$ 10,000	\$ 9,000	1Q17
Dendron	0000111484	353	272	\$ 10,000	\$ -	
Dillwyn	0000053236	354	447	\$ 10,000	\$ -	
Drakes Branch	0000111476	355	530	\$ 10,000	\$ 9,000	1Q17
Dublin	0000050353	357	2,534	\$ 10,000	\$ 9,000	1Q17
Duffield	0000111000	358	91	\$ 10,000	\$ -	
Dumfries	0000052219	359	4,961	\$ 16,099	\$ -	
Dungannon	0000091830	360	332	\$ 10,000	\$ 9,000	1Q17

Virginia Total		323	8,001,024	\$ 27,034,040		100
Description	FIN	FIPS Code	Population ²	FY 2017 Allocation ESTIMATED 06/30/16	INITIAL PAYMENT (90%)	Transfer (Quarter)
Eastville	0000111482	361	305	\$ 10,000	\$ -	
Edinburg	0000052050	362	1,041	\$ 10,000	\$ 9,000	1Q17
Elkton	0000053030	363	2,726	\$ 10,000	\$ -	
Exmore	0000055950	364	1,460	\$ 10,000	\$ -	
Farmville	0000052052	365	8,216	\$ 26,662	\$ 23,996	1Q17
Fincastle	0000052141	366	353	\$ 10,000	\$ 9,000	1Q17
Floyd	0000059083	367	425	\$ 10,000	\$ 9,000	1Q17
Fries	0000055522	368	484	\$ 10,000	\$ -	
Front Royal	0000052056	369	14,440	\$ 46,860	\$ -	
Gate City	0000051481	370	2,034	\$ 10,000	\$ 9,000	1Q17
Glade Spring	0000111477	371	1,456	\$ 10,000	\$ -	
Glasgow	0000050956	372	1,133	\$ 10,000	\$ -	
Glen Lyn	0000060236	373	115	\$ 10,000	\$ -	
Gordonsville	0000056153	374	1,496	\$ 10,000	\$ 9,000	1Q17
Goshen	0000111330	375	361	\$ 10,000	\$ -	
Gretna	0000052009	376	1,267	\$ 10,000	\$ 9,000	1Q17
Grottoes	0000050222	377	2,668	\$ 10,000	\$ -	
Grundy	0000050983	378	1,021	\$ 10,000	\$ -	
Halifax	0000052058	379	1,309	\$ 10,000	\$ -	
Hallwood	0000111336	380	206	\$ 10,000	\$ 9,000	1Q17
Hamilton	0000054672	381	506	\$ 10,000	\$ -	
Haymarket	0000050019	382	1,782	\$ 10,000	\$ -	
Haysi	0000111475	383	498	\$ 10,000	\$ -	
Herndon	0000050223	384	23,292	\$ 75,586	\$ 68,027	1Q17
Hillsboro	0000065319	385	80	\$ 10,000	\$ -	
Hillsville	0000050027	386	2,681	\$ 10,000	\$ 9,000	1Q17
Honaker	0000111478	387	1,449	\$ 10,000	\$ -	
Hurt	0000111282	388	1,304	\$ 10,000	\$ -	
Independence	0000052004	389	947	\$ 10,000	\$ -	
Iron Gate	0000111458	390	388	\$ 10,000	\$ -	
Irvington	0000100896	391	432	\$ 10,000	\$ -	
Ivor	0000111319	392	339	\$ 10,000	\$ 9,000	1Q17
Jarrett	0000111459	393	638	\$ 10,000	\$ -	
Jonesville	0000052010	394	1,034	\$ 10,000	\$ -	
Keller	0000111345	395	178	\$ 10,000	\$ -	
Kenbridge	0000092309	396	1,257	\$ 10,000	\$ -	
Keysville	0000091031	397	832	\$ 10,000	\$ 9,000	1Q17
Kilmarnock	0000053758	398	1,487	\$ 10,000	\$ -	
La Crosse	0000055136	399	604	\$ 10,000	\$ -	
Lawrenceville	0000052046	400	1,438	\$ 10,000	\$ -	
Lebanon	0000052005	401	3,424	\$ 11,112	\$ -	
Leesburg	0000052047	402	42,616	\$ 138,294	\$ -	
Louisa	0000107402	403	1,555	\$ 10,000	\$ -	
Lovettsville	0000054794	404	1,613	\$ 10,000	\$ -	
Luray	0000052048	405	4,895	\$ 15,885	\$ 14,297	1Q17
Madison	0000111293	406	229	\$ 10,000	\$ 9,000	1Q17
Marion	0000052036	407	5,968	\$ 19,367	\$ -	
McKenney	0000111473	408	483	\$ 10,000	\$ 9,000	1Q17
Melfa	0000111381	409	408	\$ 10,000	\$ -	
Middleburg	0000096053	410	673	\$ 10,000	\$ -	
Middletown	0000052012	411	1,265	\$ 10,000	\$ -	
Mineral	0000111273	412	467	\$ 10,000	\$ -	

Virginia Total		323	8,001,024	\$ 27,034,040		100
Description	FIN	FIPS Code	Population ²	FY 2017 Allocation ESTIMATED 06/30/16	INITIAL PAYMENT (90%)	Transfer (Quarter)
Monterey	0000050454	413	147	\$ 10,000	\$ -	
Montross	0000111469	414	384	\$ 10,000	\$ 9,000	1Q17
Mount Crawford	0000111399	415	433	\$ 10,000	\$ 9,000	1Q17
Mount Jackson	0000053647	416	1,994	\$ 10,000	\$ -	
Narrows	0000050228	417	2,029	\$ 10,000	\$ -	
Nassawadox	0000111317	418	499	\$ 10,000	\$ -	
New Castle	0000106014	419	153	\$ 10,000	\$ 9,000	1Q17
New Market	0000050311	420	2,146	\$ 10,000	\$ -	
Newsoms	0000111347	421	321	\$ 10,000	\$ 9,000	1Q17
Nickelsville	0000052140	422	383	\$ 10,000	\$ 9,000	1Q17
Occoquan	0000111286	423	934	\$ 10,000	\$ -	
Onancock	0000052043	424	1,263	\$ 10,000	\$ -	
Onley	0000111489	425	516	\$ 10,000	\$ -	
Orange	0000050235	426	4,721	\$ 15,320	\$ 13,788	1Q17
Painter	0000111333	427	229	\$ 10,000	\$ 9,000	1Q17
Pamplin City	0000053869	428	219	\$ 10,000	\$ -	
Parksley	0000111462	429	842	\$ 10,000	\$ -	
Pearisburg	0000052030	430	2,786	\$ 10,000	\$ -	
Pembroke	0000111468	431	1,128	\$ 10,000	\$ -	
Pennington Gap	0000055680	432	1,781	\$ 10,000	\$ -	
Phenix	0000111332	433	226	\$ 10,000	\$ -	
Pocahontas	0000111463	434	389	\$ 10,000	\$ 9,000	1Q17
Port Royal	0000111391	435	126	\$ 10,000	\$ -	
Pound	0000111464	436	1,037	\$ 10,000	\$ -	
Pulaski	0000050229	437	9,086	\$ 29,485	\$ 26,537	1Q17
Purcellville	0000052031	438	7,727	\$ 25,075	\$ 22,568	1Q17
Quantico	0000056489	439	480	\$ 10,000	\$ 9,000	1Q17
Remington	0000111280	440	598	\$ 10,000	\$ 9,000	1Q17
Rich Creek	0000058547	441	774	\$ 10,000	\$ 9,000	1Q17
Richlands	0000052032	442	5,823	\$ 18,896	\$ 17,006	1Q17
Ridgeway	0000111316	443	742	\$ 10,000	\$ -	
Rocky Mount	0000052035	444	4,799	\$ 15,573	\$ 14,016	1Q17
Round Hill	0000111271	445	539	\$ 10,000	\$ 9,000	1Q17
Rural Retreat	0000052021	446	1,483	\$ 10,000	\$ -	
Saint Charles	0000111342	447	128	\$ 10,000	\$ -	
Saint Paul	0000053216	448	970	\$ 10,000	\$ -	
Saltville	0000050226	449	2,077	\$ 10,000	\$ 9,000	1Q17
Saxis	0000111325	450	241	\$ 10,000	\$ -	
Scottsburg	0000111323	451	119	\$ 10,000	\$ -	
Scottsville	0000053340	452	566	\$ 10,000	\$ -	
Shenandoah	0000052022	453	2,373	\$ 10,000	\$ -	
Smithfield	0000054953	454	8,089	\$ 26,250	\$ -	
South Hill	0000052024	455	4,650	\$ 15,090	\$ -	
Stanardsville	0000111488	456	367	\$ 10,000	\$ -	
Stanley	0000050351	457	1,689	\$ 10,000	\$ -	
Stephens City	0000052027	458	1,829	\$ 10,000	\$ 9,000	1Q17
Stony Creek	0000111272	459	198	\$ 10,000	\$ -	
Strasburg	0000052028	460	6,398	\$ 20,762	\$ -	
Stuart	0000055053	461	1,408	\$ 10,000	\$ -	
Surry	0000111304	462	244	\$ 10,000	\$ -	
Tangier	0000056407	463	727	\$ 10,000	\$ -	
Tappahannock	0000050444	464	2,375	\$ 10,000	\$ -	

Virginia Total		323	8,001,024	\$ 27,034,040		100
Description	FIN	FIPS Code	Population ²	FY 2017 Allocation ESTIMATED 06/30/16	INITIAL PAYMENT (90%)	Transfer (Quarter)
Tazewell	0000052029	465	4,627	\$ 15,015	\$ -	
The Plains	0000056846	466	217	\$ 10,000	\$ -	
Timberville	0000052011	467	2,522	\$ 10,000	\$ -	
Toms Brook	0000111363	468	258	\$ 10,000	\$ -	
Troutdale	0000111413	469	178	\$ 10,000	\$ -	
Troutville	0000050418	470	431	\$ 10,000	\$ -	
Urbanna	0000052014	471	476	\$ 10,000	\$ 9,000	1Q17
Victoria	0000053029	472	1,725	\$ 10,000	\$ -	
Vienna	0000051010	473	15,687	\$ 50,906	\$ 45,815	1Q17
Vinton	0000057902	474	8,098	\$ 26,279	\$ 23,651	1Q17
Virgilina	0000111466	475	154	\$ 10,000	\$ 9,000	1Q17
Wachapreague	0000085694	476	232	\$ 10,000	\$ -	
Wakefield	0000050473	477	927	\$ 10,000	\$ 9,000	1Q17
Warrenton	0000052015	478	9,611	\$ 31,189	\$ 28,070	1Q17
Warsaw	0000052016	479	1,512	\$ 10,000	\$ 9,000	1Q17
Washington	0000111297	480	135	\$ 10,000	\$ -	
Waverly	0000050793	481	2,149	\$ 10,000	\$ -	
Weber City	0000063018	482	1,327	\$ 10,000	\$ -	
West Point	0000050434	483	3,306	\$ 10,728	\$ -	
White Stone	0000111303	484	352	\$ 10,000	\$ -	
Windsor	0000060689	485	2,626	\$ 10,000	\$ 9,000	1Q17
Wise	0000052018	486	3,286	\$ 10,663	\$ -	
Woodstock	0000046255	487	5,097	\$ 16,540	\$ 14,886	1Q17
Wytheville	0000052019	488	8,211	\$ 26,646	\$ -	
Clinchco	0000111383	490	337	\$ 10,000	\$ -	
South Boston	0000046252	492	8,142	\$ 26,422	\$ 23,780	1Q17
Clifton Forge	0000050233	493	3,884	\$ 12,604	\$ -	
Bedford	0000052069	494	6,222	\$ 20,191	\$ -	
Total Towns		190	507,713	\$ 2,687,467	\$ 993,173	63

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Alexandria	0000054945	510	139,966	\$ 454,208	\$ -	
Bristol	0000050112	520	17,835	\$ 57,877	\$ -	
Buena Vista	0000052059	530	6,650	\$ 21,580	\$ -	
Charlottesville	0000050812	540	43,475	\$ 141,082	\$ 126,974	1Q17
Chesapeake	0000031867	550	222,209	\$ 721,097	\$ 648,987	1Q17
Colonial Heights	0000053600	570	17,411	\$ 56,501	\$ 50,851	1Q17
Covington	0000052063	580	5,961	\$ 20,000	\$ -	
Danville	0000052049	590	43,055	\$ 139,719	\$ 125,747	1Q17
Emporia	0000052051	595	5,927	\$ 20,000	\$ 18,000	1Q17
Fairfax	0000051004	600	22,565	\$ 73,226	\$ -	
Falls Church	0000051011	610	12,332	\$ 40,019	\$ -	
Franklin	0000052054	620	8,582	\$ 27,850	\$ 25,065	1Q17
Fredericksburg	0000050171	630	24,286	\$ 78,811	\$ -	
Galax	0000050227	640	7,042	\$ 22,852	\$ -	
Hampton	0000046247	650	137,436	\$ 445,997	\$ -	
Harrisonburg	0000050309	660	48,914	\$ 158,732	\$ 142,859	1Q17
Hopewell	0000052045	670	22,591	\$ 73,311	\$ -	
Lexington	0000050325	678	7,042	\$ 22,852	\$ 20,567	1Q17
Lynchburg	0000046250	680	75,568	\$ 245,228	\$ 220,705	1Q17
Manassas	0000050857	683	37,821	\$ 122,734	\$ -	
Manassas Park	0000050224	685	14,273	\$ 46,318	\$ 41,686	1Q17
Martinsville	0000052037	690	13,821	\$ 44,851	\$ 40,366	1Q17

Virginia Total		323	8,001,024	\$ 27,034,040		100
Description	FIN	FIPS Code	Population ²	FY 2017 Allocation ESTIMATED 06/30/16	INITIAL PAYMENT (90%)	Transfer (Quarter)
Newport News	0000050480	700	180,719	\$ 586,456	\$ -	
Norfolk	0000050446	710	242,803	\$ 787,927	\$ -	
Norton	0000050225	720	3,958	\$ 20,000	\$ -	
Petersburg	0000046251	730	32,420	\$ 105,207	\$ -	
Poquoson	0000050231	735	12,150	\$ 39,428	\$ -	
Portsmouth	0000050162	740	95,535	\$ 310,023	\$ -	
Radford	0000054639	750	16,408	\$ 53,246	\$ -	
Richmond	0000058592	760	204,214	\$ 662,701	\$ -	
Roanoke	0000052033	770	97,032	\$ 314,881	\$ 283,393	1Q17
Salem	0000054643	775	24,802	\$ 80,486	\$ -	
Staunton	0000052026	790	23,746	\$ 77,059	\$ -	
Suffolk	0000053296	800	84,585	\$ 274,489	\$ -	
Virginia Beach	0000050813	810	437,994	\$ 1,421,346	\$ -	
Waynesboro	0000052017	820	21,006	\$ 68,167	\$ -	
Williamsburg	0000053210	830	14,068	\$ 45,652	\$ -	
Winchester	0000051009	840	26,203	\$ 85,032	\$ 76,529	1Q17
Total Cities		38	2,452,405	\$ 7,966,945	\$ 1,821,729	13

(a)

Note² FY2017 Allocations estimates calculated with new 2010 US Census data

Summary	Localities	Population ²	FY 2017 Allocation ESTIMATED 06/30/16	INITIAL PAYMENT (90%)	Transfer Count
Counties	95	5,040,906	\$ 16,379,628	\$ 7,590,740	24
Towns	190	507,713	\$ 2,687,467	\$ 993,173	63
Cities	38	2,452,405	\$ 7,966,945	\$ 1,821,729	13
Virginia	323	8,001,024	\$ 27,034,040	\$ 10,405,642	100

Scheduled disbursements dates for FY-2017			
Properly completed forms received by will have funds released for electronic transfer by:			
Friday, August 19, 2016	Friday, September 23, 2016		
Friday, November 18, 2016	Friday, December 16, 2016		
Friday, February 17, 2017	Friday, March 24, 2017		
Friday, May 26, 2017	Friday, June 30, 2017		

ATL disbursements are made via an electronic funds transfer (EFT) to the account-of-record of each jurisdiction.

Virginia Total		323	8,001,024	\$ 27,034,040		100
Description	FIN	FIPS Code	Population ²	FY 2017 Allocation ESTIMATED 06/30/16	INITIAL PAYMENT (90%)	Transfer (Quarter)
Accomack Co.	0000062868	001	23,943	\$ 77,698	\$ -	
Albemarle Co.	0000055787	003	98,404	\$ 319,334	\$ -	
Alleghany Co.	0000050451	005	11,978	\$ 38,870	\$ -	
Amelia Co.	0000050352	007	12,690	\$ 41,181	\$ -	
Amherst Co.	0000050709	009	30,122	\$ 97,750	\$ -	
Appomattox Co.	0000070541	011	13,021	\$ 42,255	\$ -	
Arlington Co.	0000055179	013	207,627	\$ 673,776	\$ 606,398	1Q17
Augusta Co.	0000053514	015	72,827	\$ 236,333	\$ 212,700	1Q17
Bath Co.	0000054962	017	4,731	\$ 20,000	\$ -	
Bedford Co.	0000053192	019	68,676	\$ 222,862	\$ 200,576	1Q17
Bland Co.	0000049994	021	6,824	\$ 22,145	\$ -	
Botetourt Co.	0000059429	023	31,186	\$ 101,203	\$ -	
Brunswick Co.	0000052074	025	15,400	\$ 49,975	\$ -	
Buchanan Co.	0000058371	027	23,077	\$ 74,888	\$ -	
Buckingham Co.	0000050819	029	16,699	\$ 54,190	\$ 48,771	1Q17
Campbell Co.	0000053925	031	50,280	\$ 163,165	\$ -	
Caroline Co.	0000050384	033	27,308	\$ 88,618	\$ -	
Carroll Co.	0000050477	035	27,361	\$ 88,790	\$ -	
Charles City Co.	0000101865	036	7,256	\$ 23,547	\$ -	
Charlotte Co.	0000087842	037	10,455	\$ 33,928	\$ -	
Chesterfield Co.	0000055186	041	316,236	\$ 1,026,226	\$ 923,603	1Q17
Clarke Co.	0000065373	043	9,260	\$ 30,050	\$ -	
Craig Co.	0000054437	045	5,037	\$ 20,000	\$ -	
Culpeper Co.	0000052065	047	30,310	\$ 98,360	\$ -	
Cumberland Co.	0000050267	049	10,052	\$ 32,620	\$ -	
Dickenson Co.	0000032598	051	13,654	\$ 44,309	\$ -	
Dinwiddie Co.	0000053747	053	27,518	\$ 89,299	\$ 80,369	1Q17
Essex Co.	0000111456	057	8,776	\$ 28,479	\$ -	
Fairfax Co.	0000056645	059	1,042,465	\$ 3,382,932	\$ 3,044,639	1Q17
Fauquier Co.	0000053804	061	54,777	\$ 177,758	\$ -	
Floyd Co.	0000111457	063	14,854	\$ 48,203	\$ 43,383	1Q17
Fluvanna Co.	0000053940	065	25,691	\$ 83,371	\$ -	
Franklin Co.	0000054829	067	51,121	\$ 165,894	\$ -	
Frederick Co.	0000046246	069	75,211	\$ 244,069	\$ 219,662	1Q17
Giles Co.	0000055332	071	10,454	\$ 33,925	\$ -	
Gloucester Co.	0000050435	073	36,858	\$ 119,609	\$ -	
Goochland Co.	0000050207	075	21,717	\$ 70,474	\$ 63,427	1Q17
Grayson Co.	0000053275	077	13,924	\$ 45,185	\$ -	
Greene Co.	0000050255	079	18,036	\$ 58,529	\$ -	
Greensville Co.	0000050198	081	11,605	\$ 37,660	\$ -	
Halifax Co.	0000056801	083	26,517	\$ 86,051	\$ -	
Hanover Co.	0000046248	085	92,638	\$ 300,622	\$ -	
Henrico Co.	0000046249	087	306,935	\$ 996,043	\$ 896,439	1Q17
Henry Co.	0000053938	089	53,409	\$ 173,319	\$ 155,987	1Q17
Highland Co.	0000050955	091	2,174	\$ 20,000	\$ -	
Isle of Wight Co.	0000055532	093	24,555	\$ 79,684	\$ -	
James City Co.	0000055943	095	67,009	\$ 217,453	\$ -	
King & Queen Co.	0000054590	097	6,945	\$ 22,537	\$ -	
King George Co.	0000052252	099	23,584	\$ 76,533	\$ -	
King William Co.	0000051259	101	12,629	\$ 40,983	\$ -	
Lancaster Co.	0000053598	103	9,120	\$ 29,596	\$ -	
Lee Co.	0000054484	105	22,644	\$ 73,483	\$ -	

Virginia Total		323	8,001,024	\$ 27,034,040		100
Description	FIN	FIPS Code	Population ²	FY 2017 Allocation ESTIMATED 06/30/16	INITIAL PAYMENT (90%)	Transfer (Quarter)
Loudoun Co.	0000053614	107	258,557	\$ 839,051	\$ -	
Louisa Co.	0000053902	109	31,131	\$ 101,024	\$ 90,922	1Q17
Lunenburg Co.	0000053227	111	9,932	\$ 32,231	\$ -	
Madison Co.	0000065252	113	13,079	\$ 42,443	\$ 38,199	1Q17
Mathews Co.	0000052038	115	8,978	\$ 29,135	\$ -	
Mecklenburg Co.	0000050100	117	23,552	\$ 76,429	\$ -	
Middlesex Co.	0000111460	119	10,483	\$ 34,019	\$ -	
Montgomery Co.	0000050705	121	30,731	\$ 99,726	\$ 89,753	1Q17
Nelson Co.	0000053203	125	15,020	\$ 48,742	\$ -	
New Kent Co.	0000052040	127	18,429	\$ 59,804	\$ 53,824	1Q17
Northampton Co.	0000052041	131	8,629	\$ 28,002	\$ -	
Northumberland Co.	0000052042	133	12,330	\$ 40,012	\$ -	
Nottoway Co.	0000053332	135	9,474	\$ 30,744	\$ -	
Orange Co.	0000050424	137	27,264	\$ 88,475	\$ 79,628	1Q17
Page Co.	0000054904	139	15,085	\$ 48,953	\$ -	
Patrick Co.	0000052044	141	17,082	\$ 55,433	\$ -	
Pittsylvania Co.	0000050289	143	59,666	\$ 193,624	\$ 174,262	1Q17
Powhatan Co.	0000053856	145	28,046	\$ 91,013	\$ 81,912	1Q17
Prince Edward Co.	0000050662	147	15,152	\$ 49,170	\$ -	
Prince George Co.	0000053261	149	35,725	\$ 115,932	\$ -	
Prince William Co.	0000055571	153	393,845	\$ 1,278,077	\$ -	
Pulaski Co.	0000054816	155	23,252	\$ 75,456	\$ -	
Rappahannock Co.	0000111465	157	7,238	\$ 23,488	\$ -	
Richmond Co.	0000106394	159	7,742	\$ 25,124	\$ 22,612	1Q17
Roanoke Co.	0000050429	161	84,278	\$ 273,493	\$ -	
Rockbridge Co.	0000065811	163	20,380	\$ 66,136	\$ -	
Rockingham Co.	0000054078	165	57,533	\$ 186,702	\$ -	
Russell Co.	0000054782	167	23,822	\$ 77,305	\$ 69,575	1Q17
Scott Co.	0000053650	169	18,940	\$ 61,463	\$ -	
Shenandoah Co.	0000052023	171	25,059	\$ 81,320	\$ 73,188	1Q17
Smyth Co.	0000050759	173	22,382	\$ 72,632	\$ -	
Southampton Co.	0000050178	175	15,782	\$ 51,215	\$ -	
Spotsylvania Co.	0000055945	177	122,397	\$ 397,194	\$ -	
Stafford Co.	0000054931	179	128,961	\$ 418,495	\$ -	
Surry Co.	0000055792	181	6,164	\$ 20,000	\$ -	
Sussex Co.	0000050427	183	8,813	\$ 28,599	\$ -	
Tazewell Co.	0000060489	185	27,658	\$ 89,754	\$ -	
Warren Co.	0000050002	187	23,135	\$ 75,076	\$ -	
Washington Co.	0000057281	191	44,415	\$ 144,132	\$ 129,719	1Q17
Westmoreland Co.	0000070476	193	13,528	\$ 43,900	\$ -	
Wise Co.	0000046254	195	26,652	\$ 86,489	\$ -	
Wythe Co.	0000053846	197	19,541	\$ 63,413	\$ -	
York Co.	0000053349	199	65,464	\$ 212,439	\$ 191,195	1Q17
Total Counties		95	5,040,906	\$ 16,379,628	\$ 7,590,740	24

(a)

Abingdon	0000050760	300	8,191	\$ 26,581	\$ 23,923	1Q17
Accomac	0000111328	301	519	\$ 10,000	\$ -	
Alberta	0000062562	302	298	\$ 10,000	\$ -	
Altavista	0000050230	303	3,450	\$ 11,196	\$ 10,076	1Q17
Amherst	0000052076	304	2,231	\$ 10,000	\$ -	
Appalachia	0000052066	305	1,754	\$ 10,000	\$ 9,000	1Q17

Return of Organization Exempt From Income Tax

2015

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

- Do not enter social security numbers on this form as it may be made public.
Information about Form 990 and its instructions is at www.irs.gov/form990.

Open to Public Inspection

Department of the Treasury Internal Revenue Service

A For the 2015 calendar year, or tax year beginning, 2015, and ending, 20

B Check if applicable: Address change, Name change, Initial return, Final return/terminated, Amended return, Application pending. C Name of organization: John H. Enders Fire Co Inc. Doing business as: 9 S. Buckmarsh St. Berryville, VA 22611-1205. D Employer identification no.: 54-6041675. E Telephone number: 540-533-4640. G Gross receipts \$: 266,084.61.

CLIENT'S COPY

I Tax-exempt status: 501(c)(3), 501(c)(4) (checked), 4947(a)(1) or 527. J Website: K Form of organization: Corporation (checked), Trust, Association, Other. L Year of formation: 1890. M State of legal domicile: VA.

Part I Summary

1 Briefly describe the organization's mission or most significant activities: To provide fire prevention and protection services to the town of Berryville and surrounding areas.

Activities & Governance

Table with 2 columns: Description (Number of voting members, independent voting members, total number of individuals employed, total number of volunteers, total unrelated business revenue, net unrelated business taxable income) and Amount (3: 10, 4: 10, 5: 0, 6: 93, 7a: 0, 7b: 0).

Revenue

Table with 3 columns: Description (Contributions and grants, program service revenue, investment income, other revenue, total revenue), Prior Year, Current Year. Total revenue: 402,257.54 (Prior), 228,799.20 (Current).

Expenses

Table with 3 columns: Description (Grants and similar amounts paid, benefits paid, salaries, professional fundraising fees, total fundraising expenses, other expenses, total expenses), Prior Year, Current Year. Total expenses: 313,875.71 (Prior), 293,578.06 (Current).

Net Assets or Fund Balances

Table with 3 columns: Description (Total assets, total liabilities, net assets or fund balances), Beginning of Current Year, End of Year. Net assets: 635,076.95 (Beginning), 570,298.09 (End).

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here: Signature of officer, Date, Type or print name and title.

Paid Preparer Use Only: Print/Type preparer's name: Lynn M. Poole, Preparer's signature: Lynn M. Poole, Date: 5-23-15, Check self-employed (checked), PTIN: P00096078, Firm's name: LYNN M. POOLE TAX SERVICE LLC, Firm's address: 712 S. BRADDOCK ST. WINCHESTER, VA 22601, Firm's EIN: 46-4489107, Phone no.: 540-667-8838.

May the IRS discuss this return with the preparer shown above? (see instructions) Yes No

For Paperwork Reduction Act Notice, see the separate instructions.

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III

1 Briefly describe the organization's mission:
provide fire prevention and protection services to the town of Berryville and surrounding areas

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? Yes No

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? Yes No

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code: _____) (Expenses \$ _____ including grants of \$ _____) (Revenue \$ _____)

Blank lines for reporting program service accomplishments for 4a.

4b (Code: _____) (Expenses \$ _____ including grants of \$ _____) (Revenue \$ _____)

Blank lines for reporting program service accomplishments for 4b.

4c (Code: _____) (Expenses \$ _____ including grants of \$ _____) (Revenue \$ _____)

Blank lines for reporting program service accomplishments for 4c.

4d Other program services (Describe in Schedule O.)
(Expenses \$ _____ including grants of \$ _____) (Revenue \$ _____)

4e Total program service expenses ▶

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A		X
2 Is the organization required to complete Schedule B, Schedule of Contributors (see instructions)?	X	
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I		X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II	N/A	
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If "Yes," complete Schedule C, Part III		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability; serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV		X
10 Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? If "Yes," complete Schedule D, Part V		X
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI	X	
b Did the organization report an amount for investments - other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII		X
c Did the organization report an amount for investments - program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII		X
d Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX		X
e Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X		X
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X		X
12a Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI and XII		X
b Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E		X
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? If "Yes," complete Schedule F, Parts II and IV		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? If "Yes," complete Schedule F, Parts III and IV		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I (see instructions)		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II	X	
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III		X

Part IV Checklist of Required Schedules (continued)

	Yes	No
20a Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H		X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		X
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? If "Yes," complete Schedule I, Parts I and II		X
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? If "Yes," complete Schedule I, Parts I and III		X
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If "Yes," complete Schedule J		X
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		X
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		X
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		X
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? If "Yes," complete Schedule L, Part I		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		X
26 Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any current or former officers, directors, trustees, key employees, highest compensated employees, or disqualified persons? If "Yes," complete Schedule L, Part II		X
27 Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? If "Yes," complete Schedule L, Part III		X
28 Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV		X
b A family member of a current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV		X
c An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? If "Yes," complete Schedule L, Part IV		X
29 Did the organization receive more than \$25,000 in non-cash contributions? If "Yes," complete Schedule M		X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If "Yes," complete Schedule M		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? If "Yes," complete Schedule N, Part I		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes," complete Schedule N, Part II		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Schedule R, Part I		X
34 Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1		X
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Schedule R, Part V, line 2		X
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? If "Yes," complete Schedule R, Part V, line 2		N/A
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If "Yes," complete Schedule R, Part VI		X
38 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? Note. All Form 990 filers are required to complete Schedule O	X	

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V

Main form grid with rows 1a-14b and columns for Yes/No and numerical responses.

Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.
 Check if Schedule O contains a response or note to any line in this Part VI

Section A. Governing Body and Management

		Yes	No
1a	Enter the number of voting members of the governing body at the end of the tax year If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O.		
	1a 10		
b	Enter the number of voting members included in line 1a, above, who are independent		
	1b 10		
2	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?		X
3	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person?		X
4	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?		X
5	Did the organization become aware during the year of a significant diversion of the organization's assets?		X
6	Did the organization have members or stockholders?		X
7a	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?		X
b	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?		X
8	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:		
a	The governing body?	X	
b	Each committee with authority to act on behalf of the governing body?	X	
9	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O		X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
10a	Did the organization have local chapters, branches, or affiliates?		X
b	If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?		
10b			
11a	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?		X
b	Describe in Schedule O the process, if any, used by the organization to review this Form 990.		
12a	Did the organization have a written conflict of interest policy? If "No," go to line 13		X
b	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?		
12b			
c	Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done		
12c			
13	Did the organization have a written whistleblower policy?		X
14	Did the organization have a written document retention and destruction policy?		X
15	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
a	The organization's CEO, Executive Director, or top management official		N/A
15a			
b	Other officers or key employees of the organization		N/A
15b			
	If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions).		
16a	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?		X
b	If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?		
16b			

Section C. Disclosure

- 17 List the states with which a copy of this Form 990 is required to be filed **▶ none**
- 18 Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
 Own website Another's website Upon request Other (explain in Schedule O)
- 19 Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
- 20 State the name, address, and telephone number of the person who possesses the organization's books and records: **▶**
William Cleary 95 Buckmarsh St, Berryville, VA 22611 540-955-0526

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's current officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's current key employees, if any. See instructions for definition of "key employee."
- List the organization's five current highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's former officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's former directors or trustees that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(1) Name and Title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) Chris Shippe Pres.	20			X				-0-	-0-	-0-
(2) Harold Rhoad Chief	20			X				-0-	-0-	-0-
(3) T.C. Blaylock Fire Capt	20			X				-0-	-0-	-0-
(4) Robby Faulk Rescue Capt	20			X				-0-	-0-	-0-
(5) Travis Sumpton Sec	20			X				-0-	-0-	-0-
(6) William Cleary Treas	20			X				-0-	-0-	-0-
(7)										
(8)										
(9)										
(10)										
(11)										
(12)										
(13)										
(14)										

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(15) -----										
(16) -----										
(17) -----										
(18) -----										
(19) -----										
(20) -----										
(21) -----										
(22) -----										
(23) -----										
(24) -----										
(25) -----										
1b Sub-total										
c Total from continuation sheets to Part VII, Section A										
d Total (add lines 1b and 1c)										

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization **▶ 0**

	Yes	No
3 Did the organization list any former officer, director, or trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual		X
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization **▶**

Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII

				(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514	
Contributions, Gifts, Grants and Other Similar Amounts	1a	Federated campaigns	1a					
	b	Membership dues	1b					
	c	Fundraising events	1c					
	d	Related organizations	1d					
	e	Government grants (contributions)	1e	133,852.50				
	f	All other contributions, gifts, grants, and similar amounts not included above	1f	84,152.63				
	g	Noncash contributions included in lines 1a-1f: \$						
	h	Total. Add lines 1a-1f		218,005.13				
Program Service Revenue	Business Code							
	2a							
	b							
	c							
	d							
	e							
	f	All other program service revenue						
g	Total. Add lines 2a-2f							
Other Revenue	3	Investment income (including dividends, interest, and other similar amounts)		66.90	66.90			
	4	Income from investment of tax-exempt bond proceeds						
	5	Royalties						
	6a	(i) Real		(ii) Personal				
		2,545.00						
		Less: rental expenses						
		2,545.00						
	d	Net rental income or (loss)		2,545.00	2,545.00			
	7a	(i) Securities		(ii) Other				
		Less: cost or other basis and sales expenses						
		Gain or (loss)						
	d	Net gain or (loss)						
	8a	Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c). See Part IV, line 18	a	45,467.58				
	b	Less: direct expenses	b	37,285.41				
c	Net income or (loss) from fundraising events		8,182.17		8,182.17			
9a	Gross income from gaming activities. See Part IV, line 19	a						
b	Less: direct expenses	b						
c	Net income or (loss) from gaming activities							
10a	Gross sales of inventory, less returns and allowances	a						
b	Less: cost of goods sold	b						
c	Net income or (loss) from sales of inventory							
Miscellaneous Revenue			Business Code					
11a								
b								
c								
d	All other revenue							
e	Total. Add lines 11a-11d							
12	Total revenue. See instructions			228,799.20	2,611.90	8,182.17		

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.

	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
a				
b				
c	1,425.00		1,425.00	
d				
e				
f				
g				
12	3,402.04		3,402.04	
13	1,791.05		1,791.05	
14				
15				
16	21,804.85	21,804.85		
17				
18				
19	5,147.24	5,147.24		
20	2,463.63		2,463.63	
21				
22	119,933.96	119,933.96		
23	17,386.00		17,386.00	
24				
a	11,902.87	11,902.87		
b	42,575.16	42,575.16		
c	59,008.19	59,008.19		
d	5,263.53	5,263.53		
e	1,474.54	1,474.54		
25	293,578.06	267,110.34	26,467.72	
26				

Part I Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X

		(A)		(B)	
		Beginning of year		End of year	
Assets	1	Cash - non-interest-bearing	82,218.55	1	86,379.76
	2	Savings and temporary cash investments		2	
	3	Pledges and grants receivable, net		3	
	4	Accounts receivable, net		4	
	5	Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5	
	6	Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instructions). Complete Part II of Schedule L		6	
	7	Notes and loans receivable, net		7	
	8	Inventories for sale or use		8	
	9	Prepaid expenses and deferred charges		9	
	10a	Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 2,906,546.37		
	b	Less: accumulated depreciation	10b 2,395,122.02	631,358.31	10c 511,424.35
	11	Investments - publicly traded securities	1,200.00	11	1,200.00
	12	Investments - other securities. See Part IV, line 11		12	
	13	Investments - program-related. See Part IV, line 11		13	
	14	Intangible assets		14	
	15	Other assets. See Part IV, line 11		15	
16	Total assets. Add lines 1 through 15 (must equal line 34)	714,776.86	16	599,004.11	
Liabilities	17	Accounts payable and accrued expenses		17	
	18	Grants payable		18	
	19	Deferred revenue		19	
	20	Tax-exempt bond liabilities		20	
	21	Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22	Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		22	
	23	Secured mortgages and notes payable to unrelated third parties	79,699.91	23	28,706.02
	24	Unsecured notes and loans payable to unrelated third parties		24	
	25	Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D		25	
	26	Total liabilities. Add lines 17 through 25	79,699.91	26	28,706.02
Net Assets or Fund Balances	Organizations that follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.				
	27	Unrestricted net assets		27	
	28	Temporarily restricted net assets		28	
	29	Permanently restricted net assets		29	
	Organizations that do not follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 30 through 34.				
	30	Capital stock or trust principal, or current funds		30	
	31	Paid-in or capital surplus, or land, building, or equipment fund		31	
	32	Retained earnings, endowment, accumulated income, or other funds	635,076.95	32	570,298.09
33	Total net assets or fund balances	635,076.95	33	570,298.09	
34	Total liabilities and net assets/fund balances	714,776.86	34	599,004.11	

Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	228,799.20
2	Total expenses (must equal Part IX, column (A), line 25)	2	293,578.06
3	Revenue less expenses. Subtract line 2 from line 1	3	(64,778.86)
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	635,076.95
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain in Schedule O)	9	
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B))	10	570,298.09

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII

	Yes	No
1 Accounting method used to prepare the Form 990: <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.		
2a Were the organization's financial statements compiled or reviewed by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
b Were the organization's financial statements audited by an independent accountant? If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.		
3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?		X
b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits		

Schedule B
(Form 990, 990-EZ,
or 990-PF)

Department of the Treasury
Internal Revenue Service

Schedule of Contributors

▶ Attach to Form 990, Form 990-EZ, or Form 990-PF.

▶ Information about Schedule B (Form 990, 990-EZ, or 990-PF) and its instructions is at www.irs.gov/form990.

OMB No. 1545-0047

2015

Name of the organization

John H. Enders Fire Co Inc

Employer identification number

54-6041675

Organization type (check one):

Filers of:

Section:

Form 990 or 990-EZ

501(c)(*4*) (enter number) organization

4947(a)(1) nonexempt charitable trust not treated as a private foundation

527 political organization

Form 990-PF

501(c)(3) exempt private foundation

4947(a)(1) nonexempt charitable trust treated as a private foundation

501(c)(3) taxable private foundation

Check if your organization is covered by the General Rule or a Special Rule.

Note. Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000 or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h, or (ii) Form 990-EZ, line 1. Complete Parts I and II.

For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 exclusively for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I, II, and III.

For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions exclusively for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an exclusively religious, charitable, etc., purpose. Do not complete any of the parts unless the **General Rule** applies to this organization because it received nonexclusively religious, charitable, etc., contributions totaling \$5,000 or more during the year ▶ \$ _____

Caution. An organization that is not covered by the General Rule and/or the Special Rules does not file Schedule B (Form 990, 990-EZ, or 990-PF), but it must answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it does not meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

Name of organization John H. Enders Fire Co Inc Employer identification number 54-6041675

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
<u>1</u>	<u>County of Clarke</u> <u>102 N. Church St</u> <u>Berryville, VA 22611</u>	\$ <u>75,000.00</u>	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
<u>2</u>	<u>Town of Berryville</u> <u>23 E. Main St</u> <u>Berryville, VA 22641</u>	\$ <u>25,000.00</u>	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
<u>3</u>	<u>VA State</u>	\$ <u>21,716.00</u>	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
<u>4</u>	<u>Clarke Co Fire + Rescue</u>	\$ <u>5,383.00</u>	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

Part II Fundraising Events. Complete if the organization answered "Yes" to Form 990, Part IV, line 18, or reported more than \$15,000 of fundraising event contributions and gross income on Form 990-EZ, lines 1 and 6b. List events with gross receipts greater than \$5,000.

		(a) Event #1 <i>Cash Party</i> (event type)	(b) Event #2 <i>Yard Party</i> (event type)	(c) Other events <u>1</u> (total number)	(d) Total events (add col. (a) through col. (c))
Revenue	1 Gross receipts	23,623.00	13,328.00	8,516.58	45,467.58
	2 Less: Contributions				
	3 Gross income (line 1 minus line 2)	23,623.00	13,328.00	8,516.58	45,467.58
Direct Expenses	4 Cash prizes	17,100.00			17,100.00
	5 Noncash prizes				
	6 Rent/facility costs				
	7 Food and beverages	3,611.73	6,794.39	6,938.23	17,344.35
	8 Entertainment				
	9 Other direct expenses	1,604.52	1,236.54		2,841.06
	10 Direct expense summary. Add lines 4 through 9 in column (d) ▶				37,285.41
11 Net income summary. Subtract line 10 from line 3, column (d) ▶				8,182.17	

Part III Gaming. Complete if the organization answered "Yes" to Form 990, Part IV, line 19, or reported more than \$15,000 on Form 990-EZ, line 6a.

		(a) Bingo	(b) Pull tabs/instant bingo/progressive bingo	(c) Other gaming	(d) Total gaming (add col. (a) through col. (c))
Revenue	1 Gross revenue				
Direct Expenses	2 Cash prizes				
	3 Noncash prizes				
	4 Rent/facility costs				
	5 Other direct expenses				
	6 Volunteer labor	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	
7 Direct expense summary. Add lines 2 through 5 in column (d) ▶					
8 Net gaming income summary. Subtract line 7 from line 1, column (d) ▶					

9 Enter the state(s) in which the organization conducts gaming activities: _____
 a Is the organization licensed to conduct gaming activities in each of these states? Yes No
 b If "No," explain: _____

10a Were any of the organization's gaming licenses revoked, suspended or terminated during the tax year? Yes No
 b If "Yes," explain: _____

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

- 3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply):
- a Public exhibition
 - b Scholarly research
 - c Preservation for future generations
 - d Loan or exchange programs
 - e Other _____
- 4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.
- 5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? Yes No

Part IV Escrow and Custodial Arrangements.

Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? Yes No
- b If "Yes," explain the arrangement in Part XIII and complete the following table:
- | | Amount |
|---------------------------------|--------|
| c Beginning balance | 1c |
| d Additions during the year | 1d |
| e Distributions during the year | 1e |
| f Ending balance | 1f |
- 2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? Yes No
- b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII

Part V Endowment Funds.

Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

- 2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:
- a Board designated or quasi-endowment _____ %
 - b Permanent endowment _____ %
 - c Temporarily restricted endowment _____ %
- The percentages in lines 2a, 2b, and 2c should equal 100%.
- 3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:
- | | Yes | No |
|---|--------|----|
| (i) unrelated organizations | 3a(i) | |
| (ii) related organizations | 3a(ii) | |
| b If "Yes" on 3a(ii), are the related organizations listed as required on Schedule R? | 3b | |
- 4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land	22,500.00			22,500.00
b Buildings	665,237.57		358,267.93	306,969.64
c Leasehold improvements				
d Equipment	2,218,808.80		2,036,854.09	181,954.71
e Other				
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)				511,424.35

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Name of the organization

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Information about Schedule O (Form 990 or 990-EZ) and its instructions is at www.irs.gov/form990.

OMB No. 1545-0047

2015

Open to Public
Inspection

Employer identification number

54-6041675

John H. Endlers Fire Co Inc

Part VI - line 11: Form 990 reviewed as a group before mailing

line 19: Available upon request

Depreciation and Amortization (Including Information on Listed Property)

Department of the Treasury
Internal Revenue Service (59)

▶ Attach to your tax return.
▶ Information about Form 4562 and its separate instructions is at www.irs.gov/form4562.

Name(s) shown on return

Business or activity to which this form relates

Identifying number

John H. Eudors Fire Co Inc

Fire fighting

54-6041675

Part I Election To Expense Certain Property Under Section 179

Note: If you have any listed property, complete Part V before you complete Part I.

1	Maximum amount (see instructions)		1	
2	Total cost of section 179 property placed in service (see instructions)		2	
3	Threshold cost of section 179 property before reduction in limitation (see instructions)		3	
4	Reduction in limitation. Subtract line 3 from line 2. If zero or less, enter -0-		4	
5	Dollar limitation for tax year. Subtract line 4 from line 1. If zero or less, enter -0-. If married filing separately, see instructions		5	
6	(a) Description of property	(b) Cost (business use only)	(c) Elected cost	
7	Listed property. Enter the amount from line 29	7		
8	Total elected cost of section 179 property. Add amounts in column (c), lines 6 and 7		8	
9	Tentative deduction. Enter the smaller of line 5 or line 8		9	
10	Carryover of disallowed deduction from line 13 of your 2014 Form 4562		10	
11	Business income limitation. Enter the smaller of business income (not less than zero) or line 5 (see instructions)		11	
12	Section 179 expense deduction. Add lines 9 and 10, but do not enter more than line 11		12	
13	Carryover of disallowed deduction to 2016. Add lines 9 and 10, less line 12	▶ 13		

Note: Do not use Part II or Part III below for listed property. Instead, use Part V.

Part II Special Depreciation Allowance and Other Depreciation (Do not include listed property.) (See instructions.)

14	Special depreciation allowance for qualified property (other than listed property) placed in service during the tax year (see instructions)		14	
15	Property subject to section 168(f)(1) election		15	
16	Other depreciation (including ACRS)		16	

Part III MACRS Depreciation (Do not include listed property.) (See instructions.)

Section A

17	MACRS deductions for assets placed in service in tax years beginning before 2015		17	<i>119,933.96</i>
18	If you are electing to group any assets placed in service during the tax year into one or more general asset accounts, check here <input type="checkbox"/>			

Section B - Assets Placed in Service During 2015 Tax Year Using the General Depreciation System

(a) Classification of property	(b) Month and year placed in service	(c) Basis for depreciation (business/investment use only-see instructions)	(d) Recovery period	(e) Convention	(f) Method	(g) Depreciation deduction
19a 3-year property						
b 5-year property						
c 7-year property						
d 10-year property						
e 15-year property						
f 20-year property						
g 25-year property			25 yrs.		S/L	
h Residential rental property			27.5 yrs.	MM	S/L	
i Nonresidential real property			39 yrs.	MM	S/L	

Section C - Assets Placed in Service During 2015 Tax Year Using the Alternative Depreciation System

20a Class life					S/L
b 12-year			12 yrs.		S/L
c 40-year			40 yrs.	MM	S/L

Part IV Summary (See instructions.)

21	Listed property. Enter amount from line 28		21	
22	Total. Add amounts from line 12, lines 14 through 17, lines 19 and 20 in column (g), and line 21. Enter here and on the appropriate lines of your return. Partnerships and S corporations - see instructions		22	<i>119,933.96</i>
23	For assets shown above and placed in service during the current year, enter the portion of the basis attributable to section 263A costs	▶ 23		

For Paperwork Reduction Act Notice, see separate instructions.

Attachment 3



It is celebration time! Berryville Main Street reaches it's 25th year as a designated community with Virginia Main Street. Not to toot our own horn, but we are one of only 6 VA Main Street communities ever to have maintained a designated status for this long. We have received many Milestone awards as the years have rolled by, our latest being the award for \$30 million dollars of reinvestment in the downtown district.

However as the town grows and changes, and more demands are put on Berryville Main Street I would like to take this opportunity to request \$20,000 from the County of Clarke to help support our endeavor to enhance the downtown business environment, and community at large. An example of last year's accomplishments are below.

Thank you for your consideration.

- Brought back the Berryville Welcome Bags for new residents full of coupons, flyers and promotional items.
- Increased partnership.
- Facilitated VA Main Street Economic Vitality Marking and Business report workshop for local government and businesses. Power Points with synopsis of plan presented by Berryville Main Street Economic Vitality Committee. \$7,500 value
- Encouraged 10 New businesses this year.
- Continued with the Parking Meter Contest. Unprecedented participation
- Replaced a downtown tree
- Hosted 2 board trainings with Kyle Meyer of Virginia Main Street
- "Cruise In" car event was a great success, drawing many folks downtown and breaking restaurant records.
- Firehouse Gallery is now supporting itself financially, through multiple classes and Art Shows
- Firehouse Gallery gets VCA Grant annually shared with Berryville Main Street.
- Major Façade improvements through Virginia Main Street
- Wayfinding Signs/Frazier and Associates. Grant allowed to provide these through Berryville Main Street
- Shop and Hop Easter promotion
- Holiday Homes Tour
- Partnering with Artist Trail group, County, and local artists.
- Continuing events including, the Bi-annual Yard Sales, Ghost Tours, Free Music in the Park, and \$1500 Give Away, and the Parking Meter Contest.

OFFICE ADDRESS
23 East Main Street
Berryville Virginia 22611-1315

MAILING ADDRESS
P.O. Box 372
Berryville Virginia 22611-0372



2017-2018

BUSINESS PLAN

The following business plan represents the combined efforts of the board and staff of Berryville Main Street and the Firehouse Gallery. Berryville Main Street has made great strides in attracting new businesses, supporting our existing businesses, bringing new family-oriented events, and promoting local artists and craftsmen through the Fire House Gallery.

Berryville Main Street | 23 E. Main Street Berryville, VA 22611 | 540-955-4001 |

www.berryvillemainstreet.org

Executive Summary

By: Christina Kraybill, President

The following business plan represents the combined efforts of all of the current members of the Board of Directors of Berryville Main Street, our Executive Director, Sue Ross, and our Firehouse Gallery Manager, Amy Barley. I am overjoyed to see the great strides that Berryville Main Street has made in attracting new businesses, supporting our existing businesses, bringing new family-oriented events, and promoting local artists and craftsmen through the Fire House Gallery.

We have experienced a breath of fresh air as new businesses have opened their doors with evidence that they take their businesses seriously while at the same time having great fun doing what they love. I am excited to see what will unfold in our historic downtown during this next year as we celebrate our 25th anniversary as a Main Street community and build upon the strengths of our small town and its business owners. We are truly blessed to be an historic downtown with a majority of its business owners residing within the town or county. Our personal investments go much deeper than just operating a business here, we are your neighbors.

With the ongoing support of the town of Berryville, our business partners, volunteers, and customers, I am confident that we will continue to grow and flourish as a healthy business community who compliments the rural character of our beloved town and county.

Sincerely,

Christina Kraybill

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1. Berryville Main Street

a. Description

Berryville Main Street is a not-for-profit founded to promote and support downtown Berryville as the retail, commercial, office, and cultural center of Berryville and Clarke County; to give local citizens an opportunity for involvement in the process of the revitalization and improvement of downtown Berryville; to promote, protect and conserve the natural beauty and historic character of downtown Berryville; and to work in partnership with local government to accomplish the Committee goals.

b. History

Downtown Berryville, Inc. was originally a committee of the Berryville-Clarke County Chamber. In 1992 Berryville Main Street was accepted into the National Trust for Historic Preservation's "Main Street" program, as one of the first small towns with a population of under 5,000, created to promote the revitalization of small towns across the USA. It is one of only 25 towns in the state of Virginia to achieve this prestigious designation.

Though national in scope, the initiative is administered by the states. In Virginia, it's called the Virginia Main Street Program. Each Main Street program uses the same four-point approach to achieve its goals. The four points of the Main Street approach, Organization, Promotion, Design, and Economic Restructuring, correspond with the four forces of real estate value, which are social, political, physical, and economic.

In 2009, Berryville Main Street opened the Fire House Gallery and Shop on Main Street. Responding to the National Trust's mandate to promote economic revitalization in small towns across the United States, the not-for-profit raised a combined total of \$75,000 in public grants and loans and \$25,000 in private donations to gut and re-purpose the town's first fire house for more dynamic commercial use to:

- Increase local and out-of-town traffic and revenue in the downtown historic district
- Offer local artists a place to show and sell their work
- Boost part-time job opportunities for area residents

The shop shares space with the Main Street office and is there to help promote artisans in Clarke County and nearby vicinity.

c. Operating Procedures

ii. Main Street Committees

1. Organization

A strong organizational foundation is key for a sustainable Main Street revitalization effort. This can take many forms, from a standalone non-profit organization, to a special assessment district, to a program housed in a municipality or existing community development entity. Regardless of the organizational type, the focus is on ensuring that all organizational resources (partners, funding, volunteers, etc.) are mobilized to effectively implement the Community Transformative Strategies.

- Set vision/mission/goals/priority activities
- Legal/financial/human management
- Volunteer development
- Fund-raising
- Stakeholder and public education
- Build Partnerships

2. Promotion

Committee Members: Kathy Pierson, Jay Arnold, Nathan Stavely

Promoting Main Street takes many forms, but the ultimate goal is to position the downtown or commercial district as the center of the community and the hub of economic activity, while creating a positive image that showcases a community's unique characteristics. This can be done through highlighting cultural traditions, celebrating and preserving important architecture and history, encouraging local businesses to market cooperatively, offering coordinated specials and sales, and hosting special events aimed at changing perceptions of the district and communicating to residents, investors, businesses, and property-owners that this place is special.

- Craft a marketing plan
- Identify current assets & market position
- Create your commercial district brand
- Market-driven events
 - Business promotions
 - \$1,500.00 Giveaway/Advertising - - Estimated budget: \$1,000
 - Image Building

- Build new website
- Bi-annual Electronic Newsletter
- Summer social in park (Design Committee initiated, include Promotion)
 - Host summer ice cream social in the park in conjunction with Friday Summer Concert Series. Social will encourage residents to enjoy a nostalgic evening in the park in Berryville, listening to music, eating ice cream. Create warm atmosphere to encourage all ages to enjoy a summer evening in the park and remember the joys of small town living.
 - Estimated budget: \$700
- Fund-raising/Revenue streams
 - Yard Sales (2x/yr.) /Advertising - Estimated budget: \$500 – Revenue: \$5,000
 - Cruise In/Sponsorships/Advertising - - Estimated budget: \$500 – Revenue: \$3,000
 - Parking Meter Contest/Collateral Prep - Estimated budget: \$175 – Revenue: \$400
 - Partnership Drive/Collateral Prep - - Estimated budget: \$750 (collateral) – Revenue: \$2,500
 - Music in the Park - Estimated budget: \$250

3. Design

Committee Members: Elizabeth Mock, Julie Abrera, Julie Ashby, Celeste Krawchuk

A focus on Design supports a community’s transformation by enhancing the physical elements of downtown while capitalizing on the unique assets that set the commercial district apart. Main Streets enhance their appeal to residents and visitors alike with attention to public space through the creation of pedestrian friendly streets, inclusion of public art in unexpected areas, visual merchandising, adaptive reuse of older and historic buildings, more efficiently-designed buildings, transit oriented development, and much more.

- Design a dream marketplace
- Facade improvements
- Streetscape projects-
 - Create pocket park at 23 E. Main Street (alleyway connecting Main Street to Crow Street)
 - Design multi-phase plan to create pocket park at 23 E. Main Street alleyway. Work with National Main Street to devise site plan to include

benches/seating, green space for community to use as gathering space, event space, recreation space for this connection between Main Street businesses to Crow Street area businesses. The goal is to make space inviting and attractive year-round. First phase would be site planning and installation of seating areas and lighting in FY2017.

- Estimated Budget: \$3,000 for Phase I (overall design and installation of benches and lights)
- Seasonal planting of street planters
 - Continue with this popular program to increase number of planters in business district and ensure that planters are planted year-round. Work with local business to secure contributions of plants and planters and educate business on the importance of maintaining an attractive and inviting storefront.
 - Estimated budget: \$500 (plants/planters)
- Rehab incentives
- Way finding- Signage at intersection of Main & Church Streets
 - Create way-point/directional signage at each corner of intersection with raised flower planters
 - Enhance town's central business district intersection with directional/way-point signage to help guide visitors on foot and in car to parking lots, additional businesses, historical sites, etc. Install raised planters on poles to accent signage.
 - Estimated budget: \$1,500 for signage / \$1,500 for planters
- Walking tours, education, etc.
 - Holiday Homes tour
 - Continue with 2nd annual Holiday Homes tour in Berryville area. Identify 5 homes for holiday tour weekend in early December along with curated holiday market.
 - Estimated budget: Income- \$3,500 Expense: \$1,500 Net Profit: \$2,000
 - Education for members (Design Committee initiated, include Promotion)
 - Develop programming in conjunction with SBDC partnership at Lord Fairfax Community College
 - Multi tract social media training for local businesses
 - Work with state and national Main Street organization and SBDC to put together multi session education workshop over 2-3-month period that would help members and businesses from adjoining areas learn more and build social media and marketing skills. Included in this could be an overview of social media

platforms and how to effectively leverage, how to take better photographs of products/services to post on social media, how to set goals and track metrics around social media. This program would be crucial to further demonstrate the value of Berryville Main Street as resource for growing your business.

- Estimated budget: \$1,500

4. Economic Vitality

Committee Members: Christina Kraybill, Patty Maples, Mary Jo Pellerito

Revitalizing a downtown or neighborhood commercial district requires focusing on the underlying Economic Vitality of the district. This work is rooted in a commitment to making the most of a community's unique sense of place and existing historic assets, harnessing local economic opportunity and creating a supportive business environment for small business owners and the growing scores of entrepreneurs, innovators, and localists alike. With the nation-wide growing interest in living downtown, supporting downtown housing is also a key element of building Economic Vitality.

- Conduct market analysis
 - Virginia Main Street visited May 2016
 - Continue defining what businesses would thrive in Berryville
- Inventory existing buildings and businesses
 - Currently in process with constant updates
- Assess needs of existing businesses
 - Hold quarterly Merchant meetings for input and feedback
- Design and implement retention/assistance programs
 - Encourage monthly committee walking visits of downtown businesses to encourage and counsel
- Proactively recruit and cultivate entrepreneurs
 - Small Business Development Center at Lord Fairfax Community College is a tremendous resource
 - Design a new plan of action for recruitment of key businesses
- Implement incentives

- Hold an appreciation event for current businesses where we recognize their unique contribution to the business community.

a. Small Business Incubator

In January of 2015, Turiya Yoga Wellness and Clarke Haven moved into the incubator space above the Fire House Gallery. Leases are attached.

iii. Insurance

Workman's Comp & Employee Liability

with Mid Atlantic Insurance Services in conjunction with Travelers Insurance

Policy # xxxxx828

Effective 8/20/16 - 8/20/17

Amount \$953

Liability Part: Bodily Injury (accident \$100,000 each accident)

Bodily Injury (disease \$500,000 policy limit)

Bodily Injury (disease \$100,000 each employee)

Insurance

with J. Douglas Moler Insurance Agency Inc, Berryville, VA 22611

Policy # xxxxxxxx691

Effective 09-25-16 - 09-25-17

Amount \$1161.84

Business Personal Property - \$30,000

Personal Property of others - \$30,000

General Liability \$1,000,000/\$2,000,000

2 Yard Sales & Christmas Parade Special Events

Additional insured: Town of Berryville, VA

d. Personnel

i. Board of Directors

Christina Kraybill, President, Owner of My Neighbor and Me
Elizabeth Mock, Vice President, Owner of Modern Mercantile
Susi Bailey, Treasurer
Julie Abrera, Owner, Beaumont House Design
Jay Arnold, Town Council Liaison & Owner, Berryville Auto Parts
Julie Ashby, Owner, Hip and Humble
Celeste Krawchuk, Owner, Berryville Family Chiropractic
Kathy Pierson
Nathan Stavelly, Executive Director, Clarke County Historical Association

ii. Executive Director

County resident for 18 years, Sue Ross is a veteran of Berryville Main Street. Sue started working with Susi Bailey from around 2004-2010, and returned in 2015 to work 3 days a week. Ten years as an international tour manager and manager of several retail stores, etc., Sue brings a lifetime of excellent sales, event planning and communicative ability to Main Street. Having worked for 5 nonprofit organizations, she is no stranger to the expectations and considerations of a board managed and partnership based business. Since Sue has returned to Main Street there is now a full and energetic board, the Gallery is running itself, new events have been successfully executed and lagging past events have new energy. Partnership has also increased, and communications and training with Virginia Main Street have been encouraged.
Budget: \$15,600

iii. Employees

Four women are currently employed to assist Berryville Main Street with the Fire House Gallery: Amy Barley, Lisa Beckwith, Leslie Blackburn and Jean Lee. Amy Barley is the part-time Fire House Gallery manager and works approximately 20 hours/week. Lisa assists with sales. Leslie assists with book-keeping. Jean assists with holiday extended hours.

iv. Volunteers

Volunteers are a vital part of Berryville Main Street and the Fire House Gallery. The Gallery's volunteers generally donate 6-12 hours/week to assist in with the retail operation of the Gallery. These volunteers also assist with demonstrations, exhibitions, and other projects/events throughout the year. Berryville Main Street relies heavily on volunteers as Board of Directors, Committee participants, and Projects/Events assistants. In 2016, volunteers donated 1805 hours, which translates to \$13,086.25 contributed to our downtown revitalization efforts.

e. Fire House Gallery

i. Overview

The Fire House Gallery is an economic development project created and managed by Berryville Main Street to drive traffic and revenue to the downtown historic district through the promotion and sale of original art from local and regional Virginia artists.

“We want to support economic revitalization in the most direct way possible – by becoming a “player.” Specifically, we see an opportunity to launch a tourist destination on Main Street by creating a retail shop featuring the work of Berryville and Clarke County artists. Our desire is to rent ground floor space in the old fire house currently housing the town office. This is one of the most cherished buildings on Main.

Once the site is retrofitted, it could easily accommodate office space for Main Street, a small art gallery, and display space for selling local arts and crafts and Main Street merchandise.

The county’s economic development committee has been approached for support and expressed willingness to consider helping with the build-out. We think the creation of a new retail enterprise, appealing to residents and tourists alike, will make a significant long-term contribution to Berryville’s economic vitality. What’s more, we believe Main Street has the energy, human resources, and will to make this endeavor a success.”

ii. Products

Currently there are approximately 2000 art pieces in the Fire House Gallery representing 61 artist members, 36 of which are town/county residents. In addition to the Gallery’s selection of art pieces, there are also several “Berryville” items for sale including T-shirts, mugs, wine glasses, caps, and stationery. Amy has also added a unique selection of local crafted consumable items, such as soaps, beef sticks, honey, oils, as well as Virginia wines, beers, and ciders to encourage repeat shoppers.

iii. Gallery Plans

Amy has worked diligently to bring new and interesting products and events to the Gallery to continue its growth and success. Amy has brought a renewed interest and increased sales to the Gallery since taking over the leadership of the Gallery in July 2015. Her plans for the next year include:

- 2-3 full membership exhibitions

- Fundraiser with Art to benefit the Gallery and the local animal shelter
- 4-6 Artist Trunk Shows
- 4-8 Artist Demonstrations (free to public)
- 20-30 Art Workshop Classes for adults and children (fee to attend)
- Participate in the County Artist Tour

iv. Fire House Gallery Performance

The Fire House Gallery's performance has been strong as Amy Barley continues to provide guidance in improving sales and product selection. The last five months alone have seen a 150% increase in sales over 2015. The Fire House Gallery also covers the payments out of their profits for the Clarke County loan, which was given in 2008 to rehab the old Fire House building to be used as the art gallery. Out of their profits, they have also reached the milestone of One of the oldest boutique retail shops in town, the Fire House Gallery's stability has contributed to the growth of additional boutique shops.

2. Proposed 2017-2018 Budget

Attached

3. Calendar of Events

January- Winchester Little Theater Fundraiser (new in 2017)

February- Resourcing Event for Merchants

March- Spring Clean, Spring Planters

April- Yard Sale, Shop and Hop

May- Sidewalk Chalk Art Contest (new for 2017)

June- Music in the Park, Ice Cream Social (new for 2017)

July- Music in the Park

August- Music in the Park, Cruise In (new in 2016)

September- Music in the Park, Yard Sale, SBDC Seminar, Fall Planters

October- Ghost Tours, Clarke County Studio Tour participant

November- Berryville Bucks, Small Business Saturday, Holiday Parking Meter Contest

December- Berryville Bucks, Christmas Tree Lighting, Christmas Parade, Holiday Homes Tour (new in 2016)

4. Attachments

a. Incubator Lease

b. IRS Form 990 FY2015

BMS INCOME	2017-2018 BUDGET	FHG INCOME	2017-2018 BUDGET
Other	2,000	Event Fees/Fundraising	1,500
Total Events	16000	Gallery Sales	48,000
Grant other (Capitol One)		VCA Grant	5,000
Town Grant	25,000	Artists – Membership	2,520
VCA	5,000	Programs	3,000
Total Grants			
Partner Dues	6,500		
BMS – merchandise	4,500		
Rent	6000		
TOTAL BMS INCOME	\$65,000.00	TOTAL FHG INCOME	\$60,020
BMS EXPENSE	2017-2018 BUDGET	FHG EXPENSE	2017-2018 BUDGET
BMS Inventory(merchandise)	600	FHG COGS	2,500
Design	8,000	Advertising & Promotion	
Total Events	12,000	Commissions – Artists	28,000
Total G&A	12,500	Bank fees & Loan interest	4,200
Total Grants	5,000	Total G&A	1,000
Newsletter		VCA Expense	5,000
Rent	6,000	Payroll	19100
Repairs & Maintenance	300	Workshop	
Payroll	15,000		
Utilities	5,000		
TOTAL BMS EXPENSE	\$64,400	TOTAL FHG EXPENSE	\$59,800.00
Net BMS Income	\$600.00	Net FHG Income	\$220.00
Net ALL Income	\$820.00		

LEASE OF SPACE AT 23 E MAIN STREET

THIS LEASE AGREEMENT, made this 30th day of Jan., 2014, by and between Berryville Main Street (hereafter "BMS"), Lessor, herein referred to as "Landlord," whose address is 23 E Main St Berryville, VA 22611, and Clarke Haven Financial Services, herein referred to as "Tenant".

WITNESSETH:

WHEREAS, BMS is the landlord of the following described real estate, to-wit: the second floor of the BMS/Fire House Gallery located at 23 E. Main Street, Berryville, Va. 22611, and

WHEREAS, Turi Nevin-Turkel wishes to lease the two rooms on the east side of second floor with 1 window air conditioner as an "incubator space" for purposes of providing accounting services, for a period of 1 year commencing February 1, 2015 and ending at midnight on January 31, 2016 under the following terms:

NOW, THEREFORE, in consideration of the mutual covenants contained herein the parties hereby agree as follows:

TERM OF LEASE

Tenant agrees to lease the above described two rooms for a period of 1 year (twelve months) commencing on February 1, 2015 and fully ending at midnight on January 31, 2016. In the event that at the end of the twelve month period a new lease between the parties has not been agreed to, the lease shall continue under the terms hereof on a month to month basis until such time as the parties sign a new lease or either party gives 30 days written notice to the other party that they intend to terminate the month to month lease, which termination shall be effective on the last day of the month following the month in which the 30 day notice is received by the other party. Tenant shall provide unrestricted access to the restroom within the leased space to the adjacent Tenant, her employees' and/or customers and unrestricted access to the Landlord for purposes of access to the storage closet within the leased space.

RENT AND SECURITY DEPOSIT

Tenant agrees to pay to Landlord at 23 E Main St Berryville, VA 22611, the sum of **Two Hundred Dollars (\$200) per month** for the lease of the premises, to be due and payable on or before the first (1st) day of each month beginning on the 1st day of February, 2015. In addition, Tenant will pay concurrent herewith a **security deposit of Two Hundred Dollars (\$200)**, to be held by the Landlord with no interest being paid by the Landlord thereon at the end of the lease term, upon return of part or all thereof. Tenant agrees to pay a \$25 fee for each check received from Tenant and thereafter returned to Landlord returned from Landlord's bank due to "insufficient funds".

SIGNS

Tenant may display signs advertising Tenant' place of business with the prior written consent of the Landlord and in accordance with Town regulations and the approval of the ARB.

IMPROVEMENTS

All improvements to be made by Tenant must be approved by Landlord in advance. The cost of materials and labor for said improvements shall be the sole responsibility of the Tenant. Tenant shall be responsible for installing any shelving units, showcases or other mercantile appliances required by the Tenant, all of which shall remain the personal property of the Tenant and may be removed by Tenant at any time, provided, however, no damage, hole, scrape, puncture or other injury is committed to the premises by such removal. Upon the completion of the contract the Tenant is expected to leave the property in the same or improved condition as it was at the commencement of the original lease.

ASSIGNMENT AND SUBLEASE

This Lease may not be assigned or transferred, and the premises may not be sublet, either in whole or in part, by Tenant without Landlord's prior written consent.

INSURANCE

Tenant shall carry insurance on the leased premise and its contents, including, but not limited to, fire, theft, breaking and entering, vandalism, malicious mischief, act of God or nature, and public liability, and shall indemnify and save the Landlord harmless against any and all liabilities, claims, demands, actions, costs, and expenses of any kind and nature whatsoever, which may be sustained by Landlord by reason of any of the causes set forth herein or by reason of Tenant's occupancy of the premises. Landlord shall be named as additional insured on said policy. Tenant shall provide evidence of such insurance upon request from Landlord.

No compensation or claim or diminution of rent will be allowed or paid by Landlord by reason of inconvenience, annoyance, or injury to business arising from the necessity of repairing the premises or any portion of the Building of which the demised premises are a part, however the necessity may occur. Tenant understands and agrees that for this reason it will have adequate insurance available to protect its interest in the event of such a casualty.

SERVICES

During the term of this Lease, Tenant shall be responsible for providing phone service to the demised premises. Landlord hereby agrees to provide water, electricity and heating and cooling for the leased space. Tenant shall be entitled to use the bathroom in the adjacent rental space and shall cooperate with the tenant to share cleaning and supplies for said bathroom.

REPAIRS

Landlord hereby agrees that during the term of this Lease, Landlord shall, in the matter of keeping the building and demised premises in good repair only be responsible for keeping the exterior walls, roof, plumbing, HVAC and power of the building in proper and substantial repair.

RIGHT OF ENTRY TO REPAIR

Landlord reserves the right for itself, its agents and employees to enter upon the premises with reasonable notice if possible to make repairs, alterations or improvements; provided, however, that such repairs, alterations, or improvements shall not unreasonably interfere with Tenant's business operations. Such right to enter shall also include the right to enter upon the premises for the purposes of inspection.

REAL ESTATE TAXES

During the term of this lease, Landlord shall pay all real estate taxes and real estate assessments imposed on the demised premises by the state, county, or other lawful governmental authority. Tenant shall pay all personal property and business taxes imposed by the state, county, or other lawful governmental authority.

INDEMNIFICATION OF LANDLORD

Tenant shall reimburse Landlord for, and shall indemnify, defend and hold Landlord, its employees and agents harmless from and against, all costs, damages, claims, liabilities, expenses (including attorney's fees), losses and court costs suffered by or claimed against Landlord, directly or indirectly, based on or arising out of, in whole or in part from (a) use and occupancy of the premises or the business conducted therein by Tenant, (b) any act or omission of Tenant or any invitee, or (c) any breach of Tenant's obligations under this lease, including failure to surrender the premises upon the expiration or earlier termination of the lease term.

LOSS OR DAMAGE TO PROPERTY OR PERSONS

All personal property belonging to the Tenant, located on or about the premises shall be there at the sole risk of the Tenant; and neither the Landlord nor Landlord's agent shall be liable for the theft or misappropriation thereof nor for any damage or injury thereto, nor for damage or injury to the Tenant or any of its officers, agents or employees or to other persons or to any property caused by fire, explosion, water, gas, electricity, leaks from the roof or other portion of the Building, the bursting or leaking of pipes, plumbing, electrical wiring and equipment or fixtures of any kind, or by any act or neglect of other Tenant or occupants of the Building, or due to any other cause whatsoever, unless resulting from the willful acts of the Landlord, its employees, agents or representatives. Tenant shall give immediate notice to Landlord in case of fire or accident in the premises or of any defects, damage or injury therein or in any fixtures or equipment.

NO SMOKING NOR PETS

Tenant shall not smoke nor permit smoking at any time by her employees, guests or other persons in the leased premises. Tenant shall not bring nor permit guests to bring pets at anytime into the leased premises except as may be necessary for a handicapped customer, such as a seeing eye dog.

REPAIRS AND MAINTENANCE

Tenant shall keep in good repair and shall take good care of the premises and fixtures therein located and, at the expiration or earlier termination or cancellation of this lease, shall surrender the premises and fixtures in as good condition as at the time of delivery, subject to reasonable wear and tear.

All injury to the building or fixtures caused by moving any property of the Tenant, its agents, employees, independent contractors, licensees, invitees, or visitors, as well as any other damage due to the neglect of the premises and/or fixtures located therein, may be repaired by the Landlord at the expense of Tenant and such costs of repair shall become due and payable upon delivery of a statement of such costs by Landlord to Tenant.

DAMAGE OR DESTRUCTION BY FIRE OR NATURAL CAUSES

If, during the term of this lease, the building on the demised premises is destroyed by fire, natural causes, or other casualty, or so damaged thereby that it cannot be repaired with reasonable diligence within ninety (90) days, this lease shall terminate as of the date of such damage or destruction. However, if said buildings can with reasonable diligence be repaired within 90 days and Landlord elects to proceed with said repairs, this lease shall remain in full force and effect; provided, however, rent shall be abated for any part of said building which is rendered unfit for occupancy for the period that such unfitness continues.

LATE FEE AND TERMINATION DUE TO BREACH

If any monthly installment of rent as herein called for remains overdue and unpaid for ten (10) days, Tenant shall pay a penalty of Fifty Dollars (\$50). In addition, any outstanding rent owed by Tenant shall incur a penalty of five (5) percent of each monthly rental amount for each month overdue. If any monthly installment of rent and interest as herein called for remains overdue and unpaid for thirty (30) days, Landlord may, at its option, at any time during such default, declare this lease terminated and take possession of the demised premises.

In the event that Tenant is in violation of any of the other provisions of this Lease, Landlord shall provide notice to Tenant in writing of said violation. If Tenant fails to remedy the violation within thirty (30) days of written notice thereof, Landlord may elect to declare this lease terminated and take possession of the demised premises. Tenant shall be liable to Landlord for all unpaid rent, accrued interest thereon,

rental income lost due to Tenant' breach and costs for storage of Tenant' property, as well as all court costs, attorney fees or other expenses incurred in recovering said amounts from Tenant.

IMPACT OF WAIVER BY LANDLORD

Landlord's waiver of a breach by Tenant shall not be interpreted as a waiver of any subsequent breach or noncompliance, and this lease shall continue in full force and effect.

BINDING UPON HEIRS AND ASSIGNS

This lease agreement and all of its covenants, conditions, terms and provisions are binding upon and shall inure to the benefit of the successors and assigns of the Landlord, his heirs, executors, administrators and where permitted, the assigns of the Tenant.

SEVERABILITY

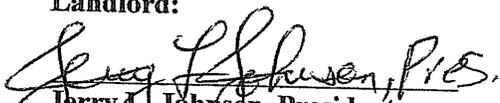
Any provision of this lease which is prohibited by, or unlawful, or unenforceable under Virginia law shall be ineffective only to the extent of such prohibition, without invalidating the remaining provisions of this lease.

BANKRUPTCY OR INSOLVENCY

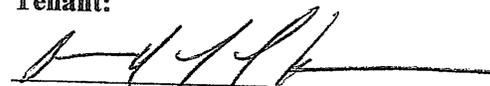
It is expressly agreed that if at any time during the term of this lease, Tenant shall be adjudged bankrupt or insolvent by any Federal or State Court of competent jurisdiction, Landlord may, at its option, declare this lease to be terminated and canceled, and may take possession of the demised premises. In the event of the bankruptcy or insolvency of the Landlord, or in the event the premises are sold, Tenant may elect to terminate this lease, but he will not be required to do so.

In Witness Whereof, the parties have executed this lease on the 30th day of January, 2015.

Landlord:


Jerry L. Johnson, President
Berryville Main Street

Tenant:


Randy Loker, Owner
Clarke Haven Financial Services

Short Form Return of Organization Exempt From Income Tax

2015

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

▶ Do not enter social security numbers on this form as it may be made public.

▶ Information about Form 990-EZ and its instructions is at www.irs.gov/form990.

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

A For the 2015 calendar year, or tax year beginning 07-01, 2015, and ending 06-30, 2016

B Check if applicable:

- Address change
- Name change
- Initial return
- Final return/terminated
- Amended return
- Application pending

C Name of organization

DOWNTOWN BERRYVILLE INC

Number and street (or P.O. box, if mail is not delivered to street address)

Room/suite

PO BOX 372

City or town, state or province, country, and ZIP or foreign postal code

BERRYVILLE, VA 22611

D Employer identification number

54-1637290

E Telephone number

(540) 955-4001

F Group Exemption

Number ▶

G Accounting Method: Cash Accrual Other (specify) ▶

I Website: ▶ [HTTP://BERRYVILLEMAINSTREET.ORG](http://BERRYVILLEMAINSTREET.ORG)

H Check if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

J Tax-exempt status (check only one) - 501(c)(3) 501(c)() (insert no.) 4947(a)(1) or 527

K Form of organization: Corporation Trust Association Other

L Add lines 5b, 6c, and 7b to line 9 to determine gross receipts. If gross receipts are \$200,000 or more, or if total assets (Part II, column (B) below) are \$500,000 or more, file Form 990 instead of Form 990-EZ

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (see the instructions for Part I) ▶ \$ **108,131**

Check if the organization used Schedule O to respond to any question in this Part I

Revenue	1 Contributions, gifts, grants, and similar amounts received	1	40,790
	2 Program service revenue including government fees and contracts	2	26,723
	3 Membership dues and assessments	3	6,746
	4 Investment income	4	
	5a Gross amount from sale of assets other than inventory	5a	
	b Less: cost or other basis and sales expenses	5b	
	c Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)	5c	
	6 Gaming and fundraising events		
	a Gross income from gaming (attach Schedule G if greater than \$15,000)	6a	
	b Gross income from fundraising events (not including \$ of contributions from fundraising events reported on line 1) (attach Schedule G if the sum of such gross income and contributions exceeds \$15,000)	6b	
c Less: direct expenses from gaming and fundraising events	6c		
d Net income or (loss) from gaming and fundraising events (add lines 6a and 6b and subtract line 6c)	6d		
7a Gross sales of inventory, less returns and allowances	7a	33,872	
b Less: cost of goods sold	7b	21,574	
c Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)	7c		
8 Other revenue (describe in Schedule O)		12,298	
9 Total revenue. Add lines 1, 2, 3, 4, 5c, 6d, 7c, and 8	8		
Expenses	10 Grants and similar amounts paid (list in Schedule O)	9	86,557
	11 Benefits paid to or for members	10	
	12 Salaries, other compensation, and employee benefits	11	
	13 Professional fees and other payments to independent contractors	12	28,048
	14 Occupancy, rent, utilities, and maintenance	13	1,728
	15 Printing, publications, postage, and shipping	14	11,921
	16 Other expenses (describe in Schedule O)	15	5,780
	17 Total expenses. Add lines 10 through 16	16	30,754
Net Assets	18 Excess or (deficit) for the year (Subtract line 17 from line 9)	17	78,231
	19 Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	18	8,326
	20 Other changes in net assets or fund balances (explain in Schedule O)	19	22,518
	21 Net assets or fund balances at end of year. Combine lines 18 through 20	20	30,844

Part I Balance Sheets (see the instructions for Part II)

Check if the organization used Schedule O to respond to any question in this Part II

	(A) Beginning of year		(B) End of year
22 Cash, savings, and investments	2,592	22	14,029
23 Land and buildings	0	23	0
24 Other assets (describe in Schedule O)			
25 Total assets	71,834	24	38,772
26 Total liabilities (describe in Schedule O)	74,426	25	52,801
27 Net assets or fund balances (line 27 of column (B) must agree with line 21)	51,908	26	21,957
	22,518	27	30,844

Part III Statement of Program Service Accomplishments (see the instructions for Part III)

Check if the organization used Schedule O to respond to any question in this Part III

What is the organization's primary exempt purpose? PROMOTE & REVITALIZE DOWNTOWN BERRYVILLE

Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.

Expenses
(Required for section 501(c)(3) and 501(c)(4) organizations; optional for others.)

28 ECONOMIC & CULTURAL DEVELOPMENT: PROMOTE DOWNTOWN TO SHOPPERS, TOURISTS AND OTHER VISITORS THROUGH GO TO GUIDE, NEWSLETTER, CRAFT MARKET AND VARIOUS OTHER PROMTIONS AND (Grants \$ 23,000) If this amount includes foreign grants, check here <input checked="" type="checkbox"/>	28a	56,299
29 FIRE HOUSE GALLERY & SHOP: AN ECONOMIC REVITALIZATION PROJECT THAT DRAWS TOURISTS AND SHOPPERS INTO THE HISTORIC DISTRICT. (Grants \$ 5,000) If this amount includes foreign grants, check here <input type="checkbox"/>	29a	18,347
30 _____ (Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	30a	
31 Other program services (describe in Schedule O) _____ (Grants \$ _____) If this amount includes foreign grants, check here <input type="checkbox"/>	31a	
32 Total program service expenses (add lines 28a through 31a)	32	74,646

Part IV List of Officers, Directors, Trustees, and Key Employees (list each one even if not compensated - see the instructions for Part IV)

Check if the organization used Schedule O to respond to any question in this Part IV

(a) Name and title	(b) Average hours per week devoted to position	(c) Reportable compensation (Forms W-2/1099-MISC) (if not paid, enter -0-)	(d) Health benefits, contributions to employee benefit plans, and deferred compensation	(e) Estimated amount of other compensation
JERRY JOHNSON PRESIDENT	4.00	0	0	0
SUSI BAILEY TREASURER	10.00	0	0	0
JAY ARNOLD BOARD MEMBER	1.00	0	0	0
KIM PATTERSON BOARD MEMBER	1.00	0	0	0
TRISHA JAMES BOARD MEMBER	1.00	0	0	0
KATHY PIERSON BOARD MEMBER	1.00	0	0	0
SHERRY CRAIG BOARD MEMBER	1.00	0	0	0
LOCKETT VAN VOORHIS BOARD MEMBER	1.00	0	0	0
CHRISTINA KRAYBILL BOARD MEMBER	1.00	0	0	0

Part V Other Information (Note the Schedule A and personal benefit contract statement requirements in the instructions for Part V) Check if the organization used Schedule O to respond to any question in this Part V

33 Did the organization engage in any significant activity not previously reported to the IRS? If "Yes," provide a detailed description of each activity in Schedule O
34 Were any significant changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the amended documents if they reflect a change to the organization's name. Otherwise, explain the change on Schedule O (see instructions)
35 a Did the organization have unrelated business gross income of \$1,000 or more during the year from business activities (such as those reported on lines 2, 6a, and 7a, among others)?
b If "Yes," to line 35a, has the organization filed a Form 990-T for the year? If "No," provide an explanation in Schedule O
c Was the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization subject to section 6033(e) notice, reporting, and proxy tax requirements during the year? If "Yes," complete Schedule C, Part III
36 Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N
37 a Enter amount of political expenditures, direct or indirect, as described in the instructions
b Did the organization file Form 1120-POL for this year?
38 a Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the tax year covered by this return?
b If "Yes," complete Schedule L, Part II and enter the total amount involved
39 Section 501(c)(7) organizations. Enter:
a Initiation fees and capital contributions included on line 9
b Gross receipts, included on line 9, for public use of club facilities
40 a Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911; section 4912; section 4955
b Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year, or did it engage in an excess benefit transaction in a prior year that has not been reported on any of its prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I
c Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958
d Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Enter amount of tax on line 40c reimbursed by the organization
e All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T
41 List the states with which a copy of this return is filed
42 a The organization's books are in care of SUSI BAILEY Telephone no. 540-955-4001 Located at PO BOX 372, BERRYVILLE, VA ZIP + 4 22611
b At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country: See the instructions for exceptions and filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).
c At any time during the calendar year, did the organization maintain an office outside the U.S.? If "Yes," enter the name of the foreign country:
43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041-Check here and enter the amount of tax-exempt interest received or accrued during the tax year
44 a Did the organization maintain any donor advised funds during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ
b Did the organization operate one or more hospital facilities during the year? If "Yes," Form 990 must be completed instead of Form 990-EZ
c Did the organization receive any payments for indoor tanning services during the year?
d If "Yes," to line 44c, has the organization filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O
45 a Did the organization have a controlled entity within the meaning of section 512(b)(13)?
b Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," Form 990 and Schedule R may need to be completed instead of Form 990-EZ (see instructions)

46 Did the organization engage, directly or indirectly, in political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I

Table with 2 columns: Yes, No. Row 46: Yes (shaded), No (X)

Part VI Section 501(c)(3) organizations only

All section 501(c)(3) organizations must answer questions 47-49b and 52, and complete the tables for lines 50 and 51.

Check if the organization used Schedule O to respond to any question in this Part VI

47 Did the organization engage in lobbying activities or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II

Table with 2 columns: Yes, No. Row 47: Yes, No

48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E

Table with 2 columns: Yes, No. Row 48: Yes, No (X)

49a Did the organization make any transfers to an exempt non-charitable related organization?

Table with 2 columns: Yes, No. Row 49a: Yes, No

b If "Yes," was the related organization a section 527 organization?

Table with 2 columns: Yes, No. Row 49b: Yes, No

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

Table with 5 columns: (a) Name and title of each employee, (b) Average hours per week devoted to position, (c) Reportable compensation, (d) Health benefits, contributions to employee benefit plans, and deferred compensation, (e) Estimated amount of other compensation. Row 1: NONE

f Total number of other employees paid over \$100,000

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

Table with 3 columns: (a) Name and business address of each independent contractor, (b) Type of service, (c) Compensation. Row 1: NONE

d Total number of other independent contractors each receiving over \$100,000

52 Did the organization complete Schedule A? Note. All section 501(c)(3) organizations must attach a completed Schedule A

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here

SUSI BAILEY Signature of officer Date SUSI BAILEY, TREASURER Type or print name and title

Paid Preparer Use Only

Print/Type preparer's name: Randall Loker CPA; Preparer's signature; Date: 11-03-2016; Check self-employed; PTIN: P00867792; Firm's name: Randall Loker CPA; Firm's address: 23 East Main Street, Berryville VA 22611; Firm's EIN; Phone no.: 540-476-0934

May the IRS discuss this return with the preparer shown above? See instructions

SCHEDULE A
(Form 990 or 990-EZ)

Public Charity Status and Public Support
Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

OMB No. 1545-0047

2015

Department of the Treasury
Internal Revenue Service

▶ Attach to Form 990 or Form 990-EZ.

▶ Information about Schedule A (Form 990 or 990-EZ) and its instructions is at www.irs.gov/form990.

Open to Public
Inspection

Name of the organization

DOWNTOWN BERRYVILLE INC

Employer identification number

54-1637290

Part I Reason for Public Charity Status (All organizations must complete this part.) See instructions.

The organization is not a private foundation because it is: (For lines 1 through 11, check only one box.)

- 1 A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i)**.
- 2 A school described in **section 170(b)(1)(A)(ii)**. (Attach Schedule E (Form 990 or 990-EZ).)
- 3 A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii)**.
- 4 A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii)**. Enter the hospital's name, city, and state: _____
- 5 An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv)**. (Complete Part II.)
- 6 A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v)**.
- 7 An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 8 A community trust described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 9 An organization that normally receives: (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions - subject to certain exceptions, and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2)**. (Complete Part III.)
- 10 An organization organized and operated exclusively to test for public safety. See **section 509(a)(4)**.
- 11 An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2)**. See **section 509(a)(3)**. Check the box in lines 11a through 11d that describes the type of supporting organization and complete lines 11e, 11f, and 11g.
 - a **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
 - b **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
 - c **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
 - d **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
 - e Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.
 - f Enter the number of supported organizations
 - g Provide the following information about the supported organization(s).

	(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-9 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
				Yes	No		
(A)							
(B)							
(C)							
(D)							
(E)							
Total							

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)
 (Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2011	(b) 2012	(c) 2013	(d) 2014	(e) 2015	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	54,321	30,274	46,330	44,369	47,536	222,830
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3	54,321	30,274	46,330	44,369	47,536	222,830
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4						222,830

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2011	(b) 2012	(c) 2013	(d) 2014	(e) 2015	(f) Total
7 Amounts from line 4	54,321	30,274	46,330	44,369	47,536	222,830
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources	14					14
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)	43,762	42,714				86,476
11 Total support. Add lines 7 through 10						309,320
12 Gross receipts from related activities, etc. (see instructions)					12	

13 **First five years.** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here** ▶

Section C. Computation of Public Support Percentage

14 Public support percentage for 2015 (line 6, column (f) divided by line 11, column (f))	14	72.04 %
15 Public support percentage from 2014 Schedule A, Part II, line 14	15	65.74 %

16a **33 1/3% support test - 2015.** If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and **stop here.** The organization qualifies as a publicly supported organization ▶

b **33 1/3% support test - 2014.** If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and **stop here.** The organization qualifies as a publicly supported organization ▶

17a **10%-facts-and-circumstances test - 2015.** If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and **stop here.** Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization ▶

b **10%-facts-and-circumstances test - 2014.** If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and **stop here.** Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization ▶

18 **Private foundation.** If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions ▶

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 9 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2011	(b) 2012	(c) 2013	(d) 2014	(e) 2015	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 Public support. (Subtract line 7c from line 6.)						

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2011	(b) 2012	(c) 2013	(d) 2014	(e) 2015	(f) Total
9 Amounts from line 6						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)						

14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here

Section C. Computation of Public Support Percentage

15 Public support percentage for 2015 (line 8, column (f) divided by line 13, column (f))	15	%
16 Public support percentage from 2014 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2015 (line 10c, column (f) divided by line 13, column (f))	17	%
18 Investment income percentage from 2014 Schedule A, Part III, line 17	18	%

19a 33 1/3% support tests - 2015. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

b 33 1/3% support tests - 2014. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

Part IV Supporting Organizations

(Complete only if you checked a box in line 11 of Part I. If you checked 11a of Part I, complete Sections A and B. If you checked 11b of Part I, complete Sections A and C. If you checked 11c of Part I, complete Sections A, D, and E. If you checked 11d of Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? If "Yes," answer (b) and (c) below.		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? If "Yes," describe in Part VI when and how the organization made the determination.		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? If "Yes," explain in Part VI what controls the organization put in place to ensure such use.		
4a Was any supported organization not organized in the United States ("foreign supported organization")? If "Yes," and if you checked 11a or 11b in Part I, answer (b) and (c) below.		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? If "Yes," answer (b) and (c) below (if applicable). Also, provide detail in Part VI , including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).		
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? If "Yes," provide detail in Part VI .		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? If "Yes," provide detail in Part VI .		
b Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? If "Yes," provide detail in Part VI .		
c Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? If "Yes," provide detail in Part VI .		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? If "Yes," answer 10b below.		
b Did the organization have any excess business holdings in the tax year? (Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)		

Part IV Supporting Organizations (continued)

		Yes	No
11	Has the organization accepted a gift or contribution from any of the following persons?		
a	A person who directly or indirectly controls, either alone or together with persons described in (b) and (c) below, the governing body of a supported organization?		
b	A family member of a person described in (a) above?		
c	A 35% controlled entity of a person described in (a) or (b) above? If "Yes" to a, b, or c, provide detail in Part VI .		

Section B. Type I Supporting Organizations

		Yes	No
1	Did the directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.		
2	Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.		

Section C. Type II Supporting Organizations

		Yes	No
1	Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).		

Section D. All Type III Supporting Organizations

		Yes	No
1	Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
2	Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).		
3	By reason of the relationship described in (2), did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.		

Section E. Type III Functionally-Integrated Supporting Organizations

1	Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions):		
a	<input type="checkbox"/> The organization satisfied the Activities Test. Complete line 2 below.		
b	<input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete line 3 below.		
c	<input type="checkbox"/> The organization supported a governmental entity. Describe in Part VI how you supported a government entity (see instructions).		
2	Activities Test. Answer (a) and (b) below.		
a	Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.		
b	Did the activities described in (a) constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.		
3	Parent of Supported Organizations. Answer (a) and (b) below.		
a	Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? Provide details in Part VI .		
b	Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in Part VI the role played by the organization in this regard.		

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

1 Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970. See instructions. All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	Adjusted Net Income (subtract lines 5, 6 and 7 from line 4)	8	

Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	Total (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d	3	
4	Cash deemed held for exempt use. Enter 1-1/2% of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by .035	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	

Section C - Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, Column A)	1	
2	Enter 85% of line 1	2	
3	Minimum asset amount for prior year (from Section B, line 8, Column A)	3	
4	Enter greater of line 2 or line 3	4	
5	Income tax imposed in prior year	5	
6	Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions)	6	

7 Check here if the current year is the organization's first as a non-functionally-integrated Type III supporting organization (see instructions).

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D - Distributions	Current Year
1 Amounts paid to supported organizations to accomplish exempt purposes	
2 Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	
3 Administrative expenses paid to accomplish exempt purposes of supported organizations	
4 Amounts paid to acquire exempt-use assets	
5 Qualified set-aside amounts (prior IRS approval required)	
6 Other distributions (describe in Part VI). See instructions.	
7 Total annual distributions. Add lines 1 through 6.	
8 Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions.	
9 Distributable amount for 2015 from Section C, line 6	
10 Line 8 amount divided by Line 9 amount	

Section E - Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2015	(iii) Distributable Amount for 2015
1 Distributable amount for 2015 from Section C, line 6			
2 Underdistributions, if any, for years prior to 2015 (reasonable cause required-see instructions)			
3 Excess distributions carryover, if any, to 2015:			
a			
b			
c			
d From 2013			
e From 2014			
f Total of lines 3a through e			
g Applied to underdistributions of prior years			
h Applied to 2015 distributable amount			
i Carryover from 2010 not applied (see instructions)			
j Remainder. Subtract lines 3g, 3h, and 3i from 3f.			
4 Distributions for 2015 from Section D, line 7: \$			
a Applied to underdistributions of prior years			
b Applied to 2015 distributable amount			
c Remainder. Subtract lines 4a and 4b from 4.			
5 Remaining underdistributions for years prior to 2015, if any. Subtract lines 3g and 4a from line 2 (if amount greater than zero, see instructions).			
6 Remaining underdistributions for 2015. Subtract lines 3h and 4b from line 1 (if amount greater than zero, see instructions).			
7 Excess distributions carryover to 2016. Add lines 3j and 4c.			
8 Breakdown of line 7:			
a			
b			
c Excess from 2013			
d Excess from 2014			
e Excess from 2015			

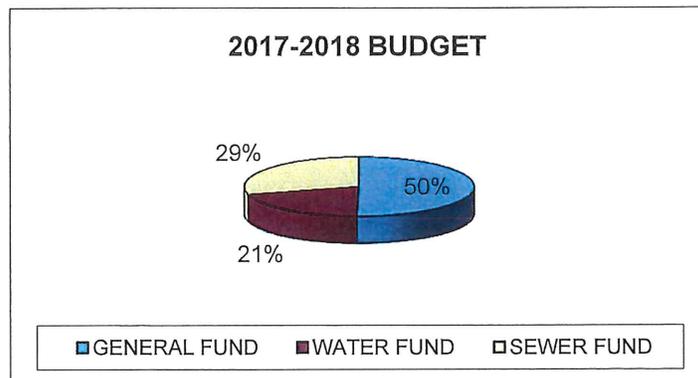
Attachment 4

**FY 17-18
BUDGET SUMMARY**

<u>Resources and Revenues</u>	AMENDED FY 16-17	REQUESTED FY 17-18
GENERAL FUND		
Fund Balance	\$ -	\$ 25,000.00
Revenue from Local Sources	\$ 2,463,250.00	\$ 2,516,125.00
Revenue from State Sources	\$ 891,786.00	\$ 924,883.00
Revenue from Other Sources	\$ 1,000.00	\$ 1,000.00
Total	\$ 3,356,036.00	\$ 3,467,008.00
WATER FUND		
Fund Balance	\$ 70,000.00	\$ 450,000.00
Revenue from Local Sources	\$ 862,650.00	\$ 895,625.00
Availability Fees	\$ 78,050.00	\$ 72,190.00
Total	\$ 1,010,700.00	\$ 1,417,815.00
SEWER FUND		
Fund Balance	\$ 90,000.00	\$ -
Revenue from Local Sources	\$ 1,625,100.00	\$ 1,701,000.00
Availability Fees	\$ 318,500.00	\$ 312,820.00
Total	\$ 2,033,600.00	\$ 2,013,820.00
TOTAL RESOURCES AND REVENUES	\$ 6,400,336.00	\$ 6,898,643.00
 <u>Expenses and Reserves</u>		
GENERAL FUND		
Maintenance and Operational	\$ 2,938,791.00	\$ 3,114,875.00
Debt Service	\$ 133,627.00	\$ 132,611.30
Capital Reserves and Expenses	\$ 96,780.00	\$ 98,800.00
Contingency	\$ 186,838.00	\$ 120,721.70
Total	\$ 3,356,036.00	\$ 3,467,008.00
WATER FUND		
Maintenance and Operational	\$ 679,300.00	\$ 696,545.00
Debt Service	\$ -	\$ -
Capital Reserves and Expenses	\$ 306,800.00	\$ 686,545.00
Contingency	\$ 24,600.00	\$ 34,725.00
Total	\$ 1,010,700.00	\$ 1,417,815.00
SEWER FUND		
Maintenance and Operational	\$ 977,495.00	\$ 931,020.00
Debt Service	\$ 470,000.00	\$ 470,000.00
Capital Reserves and Expenses	\$ 551,855.00	\$ 566,250.00
Contingency	\$ 34,250.00	\$ 46,550.00
Total	\$ 2,033,600.00	\$ 2,013,820.00
TOTAL EXPENSES AND RESERVES	\$ 6,400,336.00	\$ 6,898,643.00

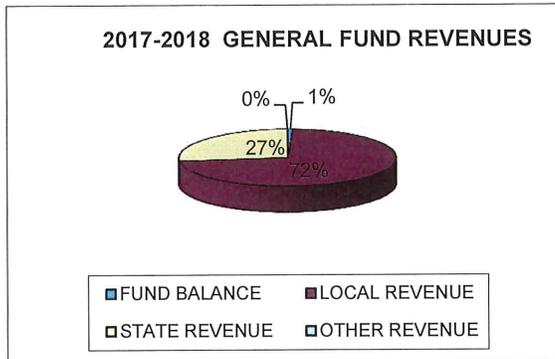
2017-2018 BUDGET

GENERAL FUND	\$ 3,467,008.00
WATER FUND	\$ 1,417,815.00
SEWER FUND	\$ 2,013,820.00
	\$ 6,898,643.00



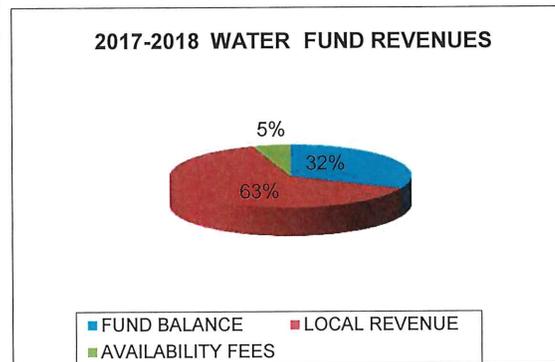
2017-2018 BUDGET
GENERAL FUND REVENUES

FUND BALANCE	\$ 25,000.00
LOCAL REVENUE	\$ 2,516,125.00
STATE REVENUE	\$ 924,883.00
OTHER REVENUE	\$ 1,000.00
	\$ 3,467,008.00



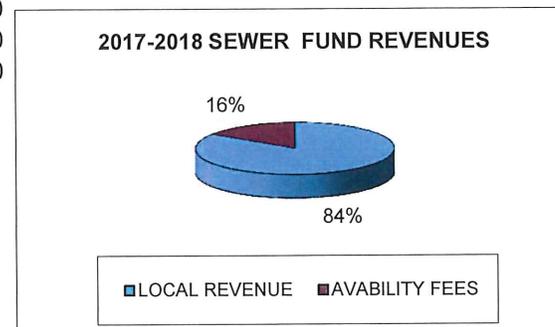
2017-2018 BUDGET
WATER FUND REVENUES

FUND BALANCE	\$ 450,000.00
LOCAL REVENUE	\$ 895,625.00
AVAILABILITY FEES	\$ 72,190.00
	\$ 1,417,815.00



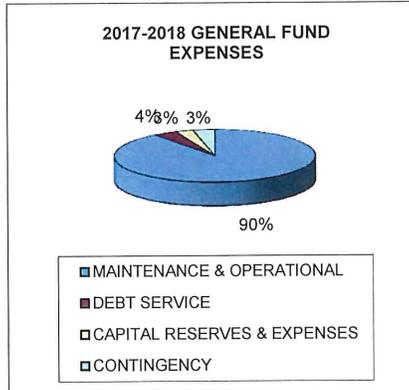
2017-2018 BUDGET
SEWER FUND REVENUES

LOCAL REVENUE	\$ 1,701,000.00
AVAILABILITY FEES	\$ 312,820.00
	\$ 2,013,820.00



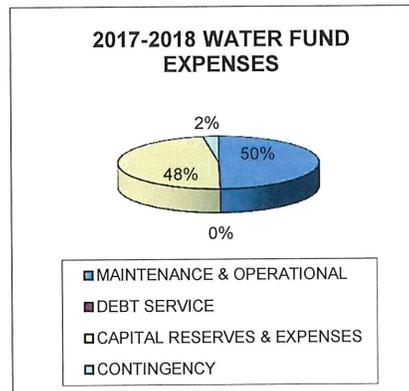
2017-2018 BUDGET
GENERAL FUND EXPENSES

MAINTENANCE & OPERATIONAL	\$ 3,114,875.00
DEBT SERVICE	\$ 132,611.30
CAPITAL RESERVES & EXPENSES	\$ 98,800.00
CONTINGENCY	\$ 120,721.70
	\$ 3,467,008.00



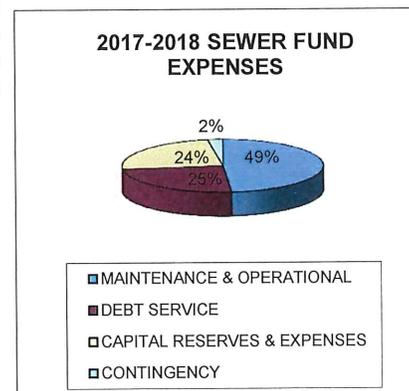
2017-2018 BUDGET
WATER FUND EXPENSES

MAINTENANCE & OPERATIONAL	\$ 696,545.00
DEBT SERVICE	\$ -
CAPITAL RESERVES & EXPENSES	\$ 686,545.00
CONTINGENCY	\$ 34,725.00
	\$ 1,417,815.00



2017-2018 BUDGET
SEWER FUND EXPENSES

MAINTENANCE & OPERATIONAL	\$ 931,020.00
DEBT SERVICE	\$ 470,000.00
CAPITAL RESERVES & EXPENSES	\$ 566,250.00
CONTINGENCY	\$ 46,550.00
	\$ 2,013,820.00



Attachment 5

FY 2017-2018 DRAFT BUDGET PREPARATION HIGHLIGHTS

REVENUES

GENERAL FUND

- No increase in Personal Property tax rate.
- PPTRA remains at 70%
- No increase in Real Estate tax rate.
- No increase in Machinery & Tools tax rate.
- No increase in Vehicle Decal Rates
- No increase in Business & Professional License rates
- Water Tank Site Lease adjustments per agreements
- No increase in Lodging Tax, Meals Tax or Cigarette Tax

WATER FUND

- No increase in Treatment Fees.
- Five residential and two commercial Availability Fees projected

SEWER FUND

- No increase in Treatment Fees.
- Five residential and two commercial Availability Fees projected

OPERATING EXPENSES

ALL FUNDS

- \$700 COLA with some market payroll increases are proposed.
- 1.03 % increase in Health Care costs.
- TOTAL BUDGET increase of 7.79%

GENERAL FUND

- Increase in Maintenance & Operational Expenses of 5.99%
- Blight Abatement
- New position in Finance & Administration
- Debt Service reflects a deposit to RDA Debt Service Reserve Fund
- Contingency is 3.88% of the Operating Budget
- General Fund total increase of 3.31%

WATER FUND

- Increase in Maintenance & Operational Expenses of 2.54%
- There is currently no Debt Service in the Water Fund
- Contingency is 5 % of the Operating Budget
- Water Fund total increase of 40.28 % due largely to CIP Tank Maintenance

SEWER FUND

- Decrease in Maintenance & Operational Expenses of 4.75%
- Debt service reflects payment to VRA
- Contingency is 5% of the Operating Budget
- Sewer Fund total decrease of .97%

Personnel Expenditures	General Fund	Water Fund	Sewer Fund	TOTAL ALL FUNDS
Full Time Salaries	\$ 1,039,650.00	\$ 249,650.00	\$ 319,550.00	\$ 1,608,850.00
Overtime/Comptime	\$ 99,950.00	\$ 22,350.00	\$ 28,400.00	\$ 150,700.00
Certifications		\$ 1,000.00	\$ 3,000.00	\$ 4,000.00
Part Time Salaries	\$ 16,640.00	\$ 3,744.00	\$ 3,744.00	\$ 24,128.00
Boards & Commissions	\$ 26,960.00	\$ -	\$ -	\$ 26,960.00
Social Security & Medicare (FICA)	\$ 89,550.00	\$ 20,860.00	\$ 26,830.00	\$ 137,240.00
Retirement (VRS)	\$ 110,380.00	\$ 26,450.00	\$ 34,000.00	\$ 170,830.00
Life Insurance (VRS)	\$ 13,085.00	\$ 3,135.00	\$ 4,030.00	\$ 20,250.00
Short Term Disability	\$ 600.00	\$ 145.00	\$ 185.00	\$ 930.00
Long Term Disability	\$ 5,400.00	\$ 1,290.00	\$ 1,660.00	\$ 8,350.00
Line of Duty Act Coverage	\$ 4,500.00			\$ 4,500.00
Employee Medical	\$ 165,000.00	\$ 39,500.00	\$ 50,710.00	\$ 255,210.00
Unemployment (VEC)	\$ 225.00	\$ 55.00	\$ 70.00	\$ 350.00
Worker's Compensation	\$ 16,000.00	\$ 4,000.00	\$ 5,300.00	\$ 25,300.00
	\$ 1,587,940.00	\$ 372,179.00	\$ 477,479.00	\$ 2,437,598.00

Attachment 6

FY 17-18 BUDGET REVENUES

Account Number	Account Description	Prior Year Budget 2014-2015	Prior Year Budget 2015-2016	CURRENT AMENDED 2016-2017	REQUESTED 2017-2018	VARIANCE
GENERAL FUND						
	FUND BALANCE					
100-3000000-0000	FUND BALANCE FORWARD	\$ 386,940.00	\$ -	\$ -	\$ 25,000.00	\$ 25,000.00
	TOTAL FUND BALANCE	\$ 386,940.00	\$ -	\$ -	\$ 25,000.00	\$ 25,000.00
REVENUE FROM LOCAL SOURCES						
100-3110101-0000	CURRENT REAL ESTATE TAXES	\$ 660,000.00	\$ 881,500.00	\$ 885,000.00	\$ 900,000.00	\$ 15,000.00
100-3110102-0000	DEL REAL ESTATE TAXES	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 2,500.00
100-3110201-0000	UTILITY REAL ESTATE TAXES	\$ 7,000.00	\$ 7,000.00	\$ 11,200.00	\$ 11,375.00	\$ 175.00
100-3110301-0000	CURRENT PERS PROP TAXES	\$ 170,000.00	\$ 216,000.00	\$ 230,000.00	\$ 238,000.00	\$ 8,000.00
100-3110302-0000	DEL PERS PROP TAXES	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -
100-3110401-0000	MACHINERY & TOOLS	\$ 163,000.00	\$ 160,000.00	\$ 207,000.00	\$ 155,000.00	\$ (52,000.00)
100-3110601-0000	TAX PENALTIES	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00	\$ 3,000.00
100-3110602-0000	TAX INTEREST	\$ 1,500.00	\$ 1,500.00	\$ 5,000.00	\$ 6,000.00	\$ 1,000.00
	TOTAL REV FROM LOCAL SOURCES	\$ 1,010,000.00	\$ 1,274,500.00	\$ 1,346,700.00	\$ 1,324,375.00	\$ (22,325.00)
OTHER LOCAL TAXES						
100-3120101-0000	LOCAL SALES TAX	\$ 160,000.00	\$ 175,000.00	\$ 190,000.00	\$ 185,000.00	\$ (5,000.00)
100-3120201-0000	CONSUMER UTILITY TAX	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 95,000.00	\$ 5,000.00
100-3120300-0000	BUSINESS LICENSE	\$ 185,000.00	\$ 185,000.00	\$ 185,000.00	\$ 200,000.00	\$ 15,000.00
100-3120402-0000	REC FRANCHISE FEES	\$ 25,000.00	\$ 27,000.00	\$ 35,000.00	\$ 32,000.00	\$ (3,000.00)
100-3120501-0000	AUTO LICENSE	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ -
100-3120601-0000	BANK FRANCHISE TAXES	\$ 110,000.00	\$ 140,000.00	\$ 145,000.00	\$ 125,000.00	\$ (20,000.00)
100-3120801-0000	CIGARETTE TAX (10¢)	\$ -	\$ 1,300.00	\$ 42,500.00	\$ 50,000.00	\$ 7,500.00
100-3121001-0000	LODGING TAX (2%)	\$ -	\$ 17,500.00	\$ 9,000.00	\$ 7,500.00	\$ (1,500.00)
100-3121101-0000	MEALS TAX (4%)	\$ 192,000.00	\$ 185,000.00	\$ 190,000.00	\$ 240,000.00	\$ 50,000.00
	TOTAL OTHER LOCAL TAXES	\$ 852,000.00	\$ 910,800.00	\$ 976,500.00	\$ 1,024,500.00	\$ 48,000.00
PERMITS, FEES & LICENSES						
100-3130304-0000	LAND USE APPLICATION FEES	\$ 1,000.00	\$ 1,500.00	\$ 500.00	\$ 500.00	\$ -
100-3130307-0000	ZONING & SUBDIVISION FEES	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -
	TOTAL PERMITS, FEES & LICENSES	\$ 11,000.00	\$ 11,500.00	\$ 10,500.00	\$ 10,500.00	\$ -
FINES & FORFEITURES						
100-3140101-0000	COURT FINES	\$ 20,000.00	\$ 30,000.00	\$ 25,000.00	\$ 20,000.00	\$ (5,000.00)
100-3140102-0000	PARKING METER FINES	\$ 2,750.00	\$ 2,000.00	\$ 3,300.00	\$ 4,000.00	\$ 700.00
	TOTAL FINES & FORFEITURES	\$ 22,750.00	\$ 32,000.00	\$ 28,300.00	\$ 24,000.00	\$ (4,300.00)

Account Number	Account Description	Prior Year Budget 2014-2015	Prior Year Budget 2015-2016	CURRENT AMENDED 2016-2017	REQUESTED 2017-2018	VARIANCE
REVENUE FROM MONEY OR PROP						
100-3150101-0000	INTEREST ON DEPOSITS	\$ 7,000.00	\$ 6,000.00	\$ 6,000.00	\$ 20,000.00	\$ 14,000.00
100-3150201-0000	RENTAL OF PROPERTY	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ -
100-3150205-0000	WATER TANK SITE LEASE	\$ 63,600.00	\$ 64,500.00	\$ 66,250.00	\$ 68,750.00	\$ 2,500.00
100-3150206-0000	CHARGE CARD REBATE				\$ 10,000.00	\$ 10,000.00
	TOTAL FROM MONEY OR PROP	\$ 82,600.00	\$ 82,500.00	\$ 84,250.00	\$ 110,750.00	\$ 26,500.00
CHARGES FOR SERVICES						
100-3160703-0000	PARKING METERS	\$ 8,000.00	\$ 8,000.00	\$ 11,000.00	\$ 12,000.00	\$ 1,000.00
100-3161502-0000	SALE OF PUBLICATIONS	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ -
	TOTAL CHARGES FOR SERVICES	\$ 8,100.00	\$ 8,100.00	\$ 11,000.00	\$ 12,000.00	\$ 1,000.00
MISCELLANEOUS REVENUES						
100-3189905-0000	SALE OF SURPLUS	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 5,000.00	\$ 4,000.00
	TOTAL MISC REVENUES	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 5,000.00	\$ 4,000.00
RECOVERED COSTS						
100-3190203-0000	REIMBURSABLE FEES	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -
	TOTAL RECOVERED COSTS	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -
	TOTAL LOCAL REVENUES	\$ 2,379,390.00	\$ 2,325,400.00	\$ 2,463,250.00	\$ 2,541,125.00	\$ 77,875.00
REVENUE FROM THE COMMONWEALTH						
NON-CATEGORICAL AID						
100-3220107-0000	ROLLING STOCK TAX	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -
100-3220109-0000	PPTRA	\$ 209,917.00	\$ 209,917.00	\$ 209,917.00	\$ 209,917.00	\$ -
100-3220201-0000	COMMUNICATION TAX	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ -
	TOTAL NON-CATEGORICAL AID	\$ 301,917.00	\$ 301,917.00	\$ 301,917.00	\$ 301,917.00	\$ -
CATEGORICAL AID						
100-3240103-0000	599 LAW ENFORCEMENT GRANT	\$ 74,052.00	\$ 74,052.00	\$ 74,052.00	\$ 76,436.00	\$ 2,384.00
100-3240103-0000	LE BLOCK GRANT	\$ -	\$ -	\$ 10,000.00	\$ 2,500.00	\$ (7,500.00)
100-3240201-0000	FIRE FUND PROGRAM	\$ 11,187.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	\$ -
100-3240300-0000	VDOT LANE MILE ALLOWANCE	\$ 431,812.00	\$ 431,812.00	\$ 474,787.00	\$ 513,000.00	\$ 38,213.00
100-3240301-0000	VDOT ROAD MAINTENANCE	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -

Account Number	Account Description	Prior Year Budget 2014-2015	Prior Year Budget 2015-2016	CURRENT AMENDED 2016-2017	REQUESTED 2017-2018	VARIANCE
100-3240302-0000	LITTER CONTROL GRANT	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -
100-3240311-0000	ST EMERGENCY R&R	\$ -	\$ -	\$ -	\$ -	\$ -
100-3240312-0000	VA COMMISSION FOR THE ARTS	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -
100-3240710-0000	DMV ANIMAL FRIENDLY PLATES			\$ 30.00	\$ 30.00	\$ -
	TOTAL CATEGORICAL AID	\$ 534,051.00	\$ 536,864.00	\$ 589,869.00	\$ 622,966.00	\$ 33,097.00

TOTAL FROM THE COMMONWEALTH	\$ 835,968.00	\$ 838,781.00	\$ 891,786.00	\$ 924,883.00	\$ 33,097.00
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REVENUE FROM THE FEDERAL GOVERNMENT

CATEGORICAL AID						
100-3340102-0000	FEDERAL FIRE FUND PROGRAM	\$ -	\$ -	\$ -	\$ -	\$ -
100-3340311-0000	FEDERAL EMERGENCY R&R	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL CATEGORICAL AID	\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL FROM FEDERAL GOVERNMENT	\$ -	\$ -	\$ -	\$ -	\$ -
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REVENUE FROM OTHER SOURCES

NON-REVENUE RECEIPTS						
100-3410201-0000	MISCELLANEOUS REVENUES	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
	TOTAL FROM OTHER SOURCES	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -

TOTAL FROM OTHER SOURCES	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
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TOTAL GENERAL FUND REVENUES	\$ 3,216,358.00	\$ 3,165,181.00	\$ 3,356,036.00	\$ 3,467,008.00	\$ 110,972.00
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WATER FUND

FUND BALANCE						
501-3000000-0000	FUND BALANCE	\$ -	\$ -	\$ 70,000.00	\$ 450,000.00	\$ 380,000.00
	TOTAL FUND BALANCE	\$ -	\$ -	\$ 70,000.00	\$ 450,000.00	\$ 380,000.00

Account Number	Account Description	Prior Year Budget 2014-2015	Prior Year Budget 2015-2016	CURRENT AMENDED 2016-2017	REQUESTED 2017-2018	VARIANCE
REVENUE FROM MONEY OR PROP						
501-3150102-0000	INTEREST ON INVESTMENTS	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00	\$ 4,000.00	\$ 1,000.00
	TOTAL FROM USE OF MONEY OR PROP	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00	\$ 4,000.00	\$ 1,000.00
CHARGES FOR SERVICES						
501-3160110-0000	TREATMENT FEES	\$ 754,000.00	\$ 800,900.00	\$ 825,000.00	\$ 860,000.00	\$ 35,000.00
501-3160111-0000	DELINQUENT ACCT PENALTIES	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ -
501-3160112-0000	SECURITY DEPOSITS	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ (100.00)
501-3160113-0000	AVAILABILITY CHARGES	\$ 26,250.00	\$ 52,500.00	\$ 78,050.00	\$ 72,190.00	\$ (5,860.00)
501-3160114-0000	CONNECTION CHARGES	\$ -	\$ -	\$ -	\$ -	\$ -
501-3160115-0000	METER FEES	\$ 1,625.00	\$ 3,250.00	\$ 4,550.00	\$ 1,625.00	\$ (2,925.00)
	TOTAL CHARGES FOR SERVICES	\$ 811,975.00	\$ 886,750.00	\$ 937,700.00	\$ 963,815.00	\$ 26,115.00
TOTAL WATER FUND		\$ 816,975.00	\$ 889,750.00	\$ 1,010,700.00	\$ 1,417,815.00	\$ 407,115.00
SEWER FUND						
FUND BALANCE						
502-3000000-0000	FUND BALANCE	\$ -	\$ -	\$ 90,000.00	\$ -	\$ (90,000.00)
	TOTAL FUND BALANCE	\$ -	\$ -	\$ 90,000.00	\$ -	\$ (90,000.00)
REVENUE FROM MONEY OR PROP						
502-3150101-0000	INTEREST INCOME	\$ 8,000.00	\$ 5,000.00	\$ 5,000.00	\$ 8,000.00	\$ 3,000.00
	TOTAL REVENUE FROM MONEY OR PROP	\$ 8,000.00	\$ 5,000.00	\$ 5,000.00	\$ 8,000.00	\$ 3,000.00
CHARGES FOR SERVICES						
502-3160110-0000	TREATMENT FEES	\$ 1,486,000.00	\$ 1,570,000.00	\$ 1,620,000.00	\$ 1,690,000.00	\$ 70,000.00
502-3160112-0000	SECURITY DEPOSITS	\$ 100.00	\$ 100.00	\$ 100.00	\$ -	\$ (100.00)
502-3160113-0000	AVAILABILITY CHARGES	\$ 113,750.00	\$ 227,500.00	\$ 318,500.00	\$ 312,820.00	\$ (5,680.00)
	TOTAL CHARGES FOR SERVICES	\$ 1,599,850.00	\$ 1,797,600.00	\$ 1,938,600.00	\$ 2,002,820.00	\$ 64,220.00
REVENUE FROM OTHER SOURCES						
NON-REVENUE RECEIPTS						
502-3410401-0000	VRA LOAN	\$ -	\$ -	\$ -	\$ -	\$ -
502-3410402-0000	WQIF Grant	\$ -	\$ -	\$ -	\$ -	\$ -

Account Number	Account Description	Prior Year Budget 2014-2015	Prior Year Budget 2015-2016	CURRENT AMENDED 2016-2017	REQUESTED 2017-2018	VARIANCE
502-3410404-0000	NUTRIENT CREDIT REBATE				\$ 3,000.00	\$ 3,000.00
	TOTAL NON-REVENUE RECEIPTS	\$ -	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00
	TOTAL FROM OTHER SOURCES	\$ -	\$ -	\$ -	\$ 3,000.00	\$ 3,000.00
	TOTAL SEWER FUND	\$ 1,607,850.00	\$ 1,802,600.00	\$ 2,033,600.00	\$ 2,013,820.00	\$ (19,780.00)
	230000					
	TOTAL REVENUES ALL FUNDS	\$ 5,641,183.00	\$ 5,857,531.00	\$ 6,400,336.00	\$ 6,898,643.00	\$ 498,307.00

FY 17-18 BUDGET EXPENSES

Account Number	Account Description	Prior Year Budget 2014-2015	Prior Year Budget 2015-2016	APPROVED 2016-2017	REQUESTED 2017-2018	VARIANCE
	GENERAL FUND					
	TOWN COUNCIL					
100-4011100-1111	EXPENSE COMPENSATION	\$ 18,900.00	\$ 18,900.00	\$ 18,900.00	\$ 18,900.00	\$ -
100-4011100-2100	MATCHING FICA EXPENSE (7.65 %)				\$ 1,450.00	\$ 1,450.00
100-4011100-5540	TRAINING	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
100-4011100-5699	LOCAL CONTRIBUTIONS	\$ -	\$ -	\$ -	\$ -	\$ -
100-4011100-5800	MISCELLANEOUS	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
100-4011100-5810	Dues	\$ 2,300.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -
100-4011100-6017	TOWN CODE SUPPLEMENTS	\$ 2,250.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -
100-4011100-6018	STATE CODE SUPPLEMENTS	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL TOWN COUNCIL	\$ 25,950.00	\$ 25,900.00	\$ 25,900.00	\$ 27,350.00	\$ 1,450.00
	TOWN CLERK					
100-4011200-1114	SALARIES/WAGES/TNCLK	\$ 44,290.00	\$ 36,800.00	\$ 40,300.00	\$ 47,000.00	\$ 6,700.00
100-4011200-2100	MATCHING FICA EXPENSE (7.65 %)			\$ 3,080.00	\$ 3,600.00	\$ 520.00
100-4011200-5510	MILEAGE				\$ 150.00	\$ 150.00
100-4011200-5540	EDUCATION/TRAINING	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
100-4011200-5810	DUES	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ -
	TOTAL TOWN CLERK	\$ 44,990.00	\$ 38,000.00	\$ 44,580.00	\$ 51,950.00	\$ 7,370.00
	TOWN MANAGER					
100-4012110-1112	COMPENSATION	\$ 124,800.00	\$ 129,000.00	\$ 129,000.00	\$ 130,100.00	\$ 1,100.00
100-4012110-2100	MATCHING FICA EXPENSE (7.65 %)			\$ 9,850.00	\$ 9,950.00	\$ 100.00

Account Number	Account Description	Prior Year Budget 2014-2015	Prior Year Budget 2015-2016	CURRENT AMENDED 2016-2017	REQUESTED 2017-2018	VARIANCE
					\$ 20,000.00	\$ 20,000.00
100-4012110-3399	BLIGHT ABATEMENT		\$ 600.00	\$ 600.00	\$ 600.00	-
100-4012110-5230	TELECOMMUNICATIONS		\$ 150.00	\$ 150.00	\$ 150.00	-
100-4012110-5510	MILEAGE	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	-
100-4012110-5540	TRAINING	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 8,200.00	\$ 7,200.00
100-4012110-5810	DUES	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00	-
	TOTAL TOWN MANAGER	\$ 126,250.00	\$ 131,050.00	\$ 140,900.00	\$ 169,300.00	\$ 28,400.00
	LEGAL SERVICES					
100-4012210-3150	PROFESSIONAL SERVICES	\$ 30,000.00	\$ 30,000.00	\$ 20,000.00	\$ 35,000.00	\$ 15,000.00
	TOTAL LEGAL SERVICES	\$ 30,000.00	\$ 30,000.00	\$ 20,000.00	\$ 35,000.00	\$ 15,000.00
	PERSONNEL					
100-4012220-2100	SOCIAL SECURITY	\$ 71,300.00	\$ 69,940.00	\$ -	\$ -	\$ -
100-4012220-2210	VRS	\$ 80,210.00	\$ 102,200.00	\$ 116,350.00	\$ 110,380.00	\$ (5,970.00)
100-4012220-2220	VMLIP - STD	\$ 580.00	\$ 560.00	\$ 570.00	\$ 600.00	\$ 30.00
100-4012220-2230	VMLIP - LTD	\$ 5,100.00	\$ 4,905.00	\$ 5,145.00	\$ 5,400.00	\$ 255.00
100-4012220-2250	Line of Duty Act	\$ 3,000.00	\$ 3,550.00	\$ 3,750.00	\$ 4,500.00	\$ 750.00
100-4012220-2300	HEALTH INSURANCE	\$ 133,000.00	\$ 140,635.00	\$ 154,650.00	\$ 165,000.00	\$ 10,350.00
100-4012220-2300	HEALTH INSURANCE	\$ 12,300.00	\$ 10,785.00	\$ 11,320.00	\$ 13,085.00	\$ 1,765.00
100-4012220-2400	LIFE INSURANCE	\$ 800.00	\$ 675.00	\$ 270.00	\$ 225.00	\$ (45.00)
100-4012220-2600	UNEMPLOYMENT INSURANCE	\$ 30,000.00	\$ 24,000.00	\$ 21,750.00	\$ 16,000.00	\$ (5,750.00)
100-4012220-2700	WORKER'S COMPENSATION	\$ 450.00	\$ 500.00	\$ 750.00	\$ 750.00	-
100-4012220-3110	RANDOM DRUG SCREENING	\$ 450.00	\$ 500.00	\$ 750.00	\$ 750.00	-
	TOTAL PERSONNEL	\$ 336,740.00	\$ 357,750.00	\$ 314,555.00	\$ 315,940.00	\$ 1,385.00
	INDEPENDENT AUDITOR					
100-4012240-3120	CONTRACTUAL SERVICES	\$ 15,100.00	\$ 15,300.00	\$ 16,000.00	\$ 15,150.00	\$ (850.00)
	TOTAL INDEPENDENT AUDITOR	\$ 15,100.00	\$ 15,300.00	\$ 16,000.00	\$ 15,150.00	\$ (850.00)
	TOWN TREASURER					
100-4012410-1113	COMPENSATION	\$ 89,600.00	\$ 90,800.00	\$ 92,800.00	\$ 91,900.00	\$ (900.00)
100-4012410-2100	MATCHING FICA EXPENSE (7.65 %)			\$ 7,000.00	\$ 7,030.00	\$ 30.00
100-4012410-3130	PROFESSIONAL SER/TAX CONV	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 1,500.00	\$ (500.00)
100-4012410-3150	PROFESSIONAL SER/VEC	\$ 950.00	\$ 100.00	\$ 100.00	\$ 100.00	-
100-4012410-5306	SURETY BONDS	\$ 300.00	\$ 300.00	\$ 300.00	\$ 275.00	\$ (25.00)
100-4012410-5306	SURETY BONDS	\$ 300.00	\$ 300.00	\$ 300.00	\$ 1,500.00	-
100-4012410-5540	TRAINING	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	-
100-4012410-5810	DUES	\$ 150.00	\$ 300.00	\$ 300.00	\$ 300.00	-
100-4012410-6015	AUTO DECALS			\$ 250.00	\$ 350.00	\$ 100.00
100-4012410-6020	CIGARETTE TAX STAMPS				\$ 6,000.00	\$ 6,000.00

Account Number	Account Description	Prior Year Budget 2014-2015	Prior Year Budget 2015-2016	CURRENT AMENDED 2016-2017	REQUESTED 2017-2018	VARIANCE
	TOTAL TOWN TREASURER	\$ 92,000.00	\$ 95,000.00	\$ 104,250.00	\$ 108,955.00	\$ 4,705.00
	FINANCE/ACCOUNTING					
100-4012430-1113	COMPENSATION	\$ 56,220.00	\$ 58,600.00	\$ 64,400.00	\$ 101,200.00	\$ 36,800.00
100-4012430-2100	MATCHING FICA EXPENSE (7.65 %)			\$ 4,900.00	\$ 7,750.00	\$ 2,850.00
100-4012430-5540	TRAINING	\$ 400.00	\$ 200.00	\$ 500.00	\$ 1,000.00	\$ 500.00
	TOTAL FINANCE/ACCOUNTING	\$ 56,620.00	\$ 58,800.00	\$ 69,800.00	\$ 109,950.00	\$ 40,150.00
	CENTRAL ADM/PURCHASING					
100-4012530-3320	MAINTENANCE CONTRACTS	\$ 34,525.00	\$ 22,350.00	\$ 25,000.00	\$ 25,000.00	\$ -
100-4012530-3400	WEB SITE	\$ 2,000.00	\$ 5,135.00	\$ 5,000.00	\$ 2,500.00	\$ (2,500.00)
100-4012530-3501	NEWSLETTER	\$ 1,500.00	\$ 1,000.00	\$ 250.00	\$ 250.00	\$ -
100-4012530-3600	ADVERTISING	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 10,000.00	\$ 3,000.00
100-4012530-5210	POSTAGE	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ -
100-4012530-5230	TELECOMMUNICATIONS	\$ 2,100.00	\$ 1,200.00	\$ 400.00	\$ 1,200.00	\$ 800.00
100-4012530-5415	COPIER LEASE		\$ 3,000.00	\$ 3,000.00	\$ 5,000.00	\$ 2,000.00
100-4012530-5540	TRAINING	\$ 750.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ -
100-4012530-5810	DUES	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
100-4012530-6001	OFFICE SUPPLIES	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ 11,000.00	\$ -
	TOTAL CENTRAL ADM/PURCHASING	\$ 67,375.00	\$ 60,685.00	\$ 61,650.00	\$ 64,950.00	\$ 3,300.00
	RISK MANAGEMENT					
100-4012550-5304	BLANKET EXCESS LIABILITY	\$ 13,500.00	\$ 13,200.00	\$ 11,000.00	\$ 9,000.00	\$ (2,000.00)
100-4012550-5305	AUTOMOBILE INSURANCE	\$ 9,000.00	\$ 9,300.00	\$ 9,000.00	\$ 9,000.00	\$ -
100-4012550-5307	VARISK-2	\$ 0	\$ -	\$ -	\$ -	\$ -
100-4012550-5308	SEMI-MULTI PERIL INS	\$ 11,500.00	\$ 26,500.00	\$ 29,150.00	\$ 28,500.00	\$ (650.00)
100-4012550-5800	INSURANCE DEDUCTIBLES	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -
	TOTAL RISK MANAGEMENT	\$ 37,000.00	\$ 52,000.00	\$ 52,150.00	\$ 49,500.00	\$ (2,650.00)
	ENGINEERING SERVICES					
100-4012600-3140	ENGINEERING SERVICES	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -
	TOTAL ENGINEERING SERVICES	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -
	ELECTIONS					
100-4013100-1125	ELECTION OFFICIALS	\$ 500.00	\$ 500.00	\$ 500.00	\$ 650.00	\$ 150.00
100-4013100-6001	OFFICE SUPPLIES	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 2,100.00	\$ 1,100.00
	TOTAL ELECTIONS	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 2,750.00	\$ 1,250.00

Account Number	Account Description	Prior Year Budget 2014-2015	Prior Year Budget 2015-2016	CURRENT AMENDED 2016-2017	REQUESTED 2017-2018	VARIANCE
100-4021500-3150	PUBLIC DEFENDER FEES	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -
	PUBLIC DEFENDER FEES					
	TOTAL PUBLIC DEFENDER FEES	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -
	POLICE DEPARTMENT					
100-4031100-1139	COMPENSATION	\$ 500,000.00	\$ 479,600.00	\$ 534,600.00	\$ 518,500.00	\$ (16,100.00)
100-4031100-2100	MATCHING FICA EXPENSE (7.65 %)			\$ 40,900.00	\$ 40,000.00	\$ (900.00)
100-4031100-3110	MEDICAL EXAMINATIONS	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
100-4031100-3115	PRE EMPLOYMENT DRUG SCREEN	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
100-4031100-3190	INTERPRETER	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ -
100-4031100-3310	REPAIR & MAINTENANCE	\$ 9,875.00	\$ 12,000.00	\$ 14,000.00	\$ 14,000.00	\$ -
100-4031100-3320	MAINTENANCE CONTRACTS	\$ 8,088.00	\$ 7,500.00	\$ 9,850.00	\$ 9,850.00	\$ -
100-4031100-4082	WILDLIFE MANAGEMENT	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
100-4031100-5210	POSTAGE	\$ 275.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ -
100-4031100-5230	TELECOMMUNICATIONS	\$ 1,550.00	\$ 4,044.00	\$ 4,044.00	\$ 4,125.00	\$ 81.00
100-4031100-5415	COPIER LEASE		\$ 3,000.00	\$ 3,000.00	\$ 3,525.00	\$ 525.00
100-4031100-5540	TRAINING	\$ 8,000.00	\$ 9,500.00	\$ 9,500.00	\$ 9,500.00	\$ -
100-4031100-5810	DUES	\$ 3,045.00	\$ 2,050.00	\$ 700.00	\$ 700.00	\$ -
100-4031100-5815	COMMUNITY RELATIONS	\$ 700.00	\$ 900.00	\$ 1,200.00	\$ 1,200.00	\$ -
100-4031100-6001	OFFICE SUPPLIES	\$ 1,850.00	\$ 1,850.00	\$ 2,350.00	\$ 2,350.00	\$ -
100-4031100-6008	GASOLINE & OIL	\$ 24,288.00	\$ 20,000.00	\$ 14,000.00	\$ 14,000.00	\$ -
100-4031100-6010	POLICE SUPPLIES	\$ 8,000.00	\$ 12,300.00	\$ 13,500.00	\$ 13,500.00	\$ -
100-4031100-6011	UNIFORMS	\$ 3,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ -
	TOTAL POLICE DEPARTMENT	\$ 571,071.00	\$ 559,894.00	\$ 654,794.00	\$ 638,400.00	\$ (16,394.00)
	TRAFFIC CONTROL					
100-4031300-5699	COUNTY CONT/CROSSING GD	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -
	TOTAL TRAFFIC CONTROL	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -
	EMERGENCY SERVICES					
100-4031400-5699	CONTRIBUTION/CC CENT ALRM	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -
	TOTAL EMERGENCY SERVICES	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -
	VOLUNTEER FIRE DEPARTMENT					
100-4032200-5699	CONTRIBUTION/JHEVFD	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -
100-4032200-5707	FIRE FUND PROGRAM	\$ 11,187.00	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00	\$ -
	TOTAL VOLUNTEER FIRE DEPT	\$ 36,187.00	\$ 39,000.00	\$ 39,000.00	\$ 39,000.00	\$ -

Account Number	Account Description	Prior Year Budget 2014-2015	Prior Year Budget 2015-2016	CURRENT AMENDED 2016-2017	REQUESTED 2017-2018	VARIANCE
RESCUE SERVICES						
100-4032300-5699	PROFESSIONAL SER EMT'''	\$ 67,920.00	\$ 67,920.00	\$ 50,000.00	\$ 50,000.00	\$ -
	TOTAL RESCUE SERVICES	\$ 67,920.00	\$ 67,920.00	\$ 50,000.00	\$ 50,000.00	\$ -
CORRECTION & DETENTION						
100-4033200-5550	CONFINEMENT OF PRISONERS	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ -
	TOTAL CORRECTION & DETENTION	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ -
PUBLIC WORKS ADMINISTRATION						
100-4041100-1140	COMPENSATION	\$ 42,425.00	\$ 42,700.00	\$ 44,450.00	\$ 42,800.00	\$ (1,650.00)
100-4041100-2100	MATCHING FICA EXPENSE (7.65 %)			\$ 3,400.00	\$ 3,275.00	\$ (125.00)
100-4041100-3110	MEDICAL EXAMS	\$ 525.00	\$ 525.00	\$ 525.00	\$ 800.00	\$ 275.00
100-4041100-3310	VEHICLE REP & MAINTENANCE	\$ 6,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ -
100-4041100-5120	FUEL OIL/HEAT	\$ 3,325.00	\$ 3,325.00	\$ 3,325.00	\$ 1,500.00	\$ (1,825.00)
100-4041100-5230	TELECOMMUNICATIONS	\$ 3,800.00	\$ 4,400.00	\$ 3,800.00	\$ 4,400.00	\$ 600.00
100-4041100-5415	COPIER LEASE		\$ 2,100.00	\$ 2,250.00	\$ 2,500.00	\$ 250.00
100-4041100-5540	TRAINING	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
100-4041100-6001	OFFICE SUPPLIES	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
	TOTAL PUBLI WKS ADMINISTRATION	\$ 57,075.00	\$ 61,050.00	\$ 65,750.00	\$ 63,275.00	\$ (2,475.00)
HWYS, STS BRIDGES & SDWLKS						
100-4041200-1183	COMPENSATION	\$ 117,600.00	\$ 123,855.00	\$ 127,500.00	\$ 128,000.00	\$ 500.00
100-4041200-2100	MATCHING FICA EXPENSE (7.65 %)			\$ 9,750.00	\$ 9,750.00	\$ -
100-4041200-3310	EQUIPMENT MAINTENANCE	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 14,000.00	\$ 4,000.00
100-4041200-3315	SIDEWALK MAINTENANCE	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ -	\$ (6,000.00)
100-4041200-3316	STREET SIGN MAINTENANCE	\$ 500.00	\$ 500.00	\$ 500.00	\$ 250.00	\$ (250.00)
100-4041200-5425	NORFOLK/SOUTHERN R-O-W'S	\$ 950.00	\$ 950.00	\$ 950.00	\$ 1,025.00	\$ 75.00
100-4041200-6007	MATERIALS & SUPPLIES	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ -
100-4041200-6008	GASOLINE & OIL	\$ 37,040.00	\$ 37,400.00	\$ 37,400.00	\$ 25,000.00	\$ (12,400.00)
100-4041200-6011	UNIFORMS	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 4,000.00	\$ 1,000.00
	TOTAL HWYS, STS BRIDGES & SWLKS	\$ 179,090.00	\$ 185,705.00	\$ 199,100.00	\$ 186,025.00	\$ (13,075.00)
VDOT STREET MAINTENANCE						
100-4041250-3300	VDOT STREET MAINTENANCE	\$ 431,812.00	\$ 384,312.00	\$ 287,037.00	\$ 428,500.00	\$ 141,463.00
100-4041250-8801	EQUIPMENT PURCHASE (VDOT)	\$ -	\$ 47,500.00	\$ 125,500.00	\$ 84,500.00	\$ (41,000.00)
100-4041250-8803	PUBLIC WORKS IMPROVEMENTS	\$ -	\$ -	\$ 62,250.00	\$ -	\$ (62,250.00)
	TOTAL VDOT STREET MAINTENANCE	\$ 431,812.00	\$ 431,812.00	\$ 474,787.00	\$ 513,000.00	\$ 38,213.00

Account Number	Account Description	Prior Year Budget 2014-2015	Prior Year Budget 2015-2016	CURRENT AMENDED 2016-2017	REQUESTED 2017-2018	VARIANCE
	STREET LIGHTS					
100-4041320-5110	ELECTRICITY	\$ 79,000.00	\$ 79,000.00	\$ 79,000.00	\$ 75,000.00	\$ (4,000.00)
	TOTAL STREET LIGHTS	\$ 79,000.00	\$ 79,000.00	\$ 79,000.00	\$ 75,000.00	\$ (4,000.00)
	SNOW REMOVAL					
100-4041330-3220	CONTRACTUAL SERVICES				\$ 16,000.00	\$ 16,000.00
100-4041330-6007	MATERIALS & SUPPLIES	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -
	TOTAL SNOW REMOVAL	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 18,000.00	\$ 16,000.00
	PARKING METERS & LOTS					
100-4041340-6007	MATERIALS & SUPPLIES	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ -
	TOTAL PARKING METERS & LOTS	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ -
	STREET & ROAD CLEANING					
100-4042200-6007	MATERIALS & SUPPLIES	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 1,000.00	\$ (3,000.00)
	TOTAL STREET & ROAD CLEANING	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 1,000.00	\$ (3,000.00)
	REFUSE COLLECTION					
100-4042300-3220	CONTRACTUAL SERVICES	\$ 170,200.00	\$ 177,000.00	\$ 182,300.00	\$ 187,700.00	\$ 5,400.00
100-4042300-6225	RECYCLING SERVICES	\$ 51,000.00	\$ 53,000.00	\$ 54,600.00	\$ 56,200.00	\$ 1,600.00
	TOTAL REFUSE COLLECTION	\$ 221,200.00	\$ 230,000.00	\$ 236,900.00	\$ 243,900.00	\$ 7,000.00
	REFUSE DISPOSAL					
100-4042400-3800	FCO LANDFILL CHARGES	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 30,000.00	\$ 10,000.00
	TOTAL REFUSE DISPOSAL	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 30,000.00	\$ 10,000.00
	GENERAL PROPERTIES					
100-4043200-3310	REPAIR & MAINTENANCE	\$ 9,000.00	\$ 9,000.00	\$ 9,000.00	\$ 40,000.00	\$ 31,000.00
100-4043200-3325	HERMITAGE SWPOND MAINT	\$ 4,180.00	\$ 4,100.00	\$ 4,100.00	\$ 4,100.00	\$ -
100-4043200-6007	MATERIALS & SUPPLIES	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
100-4043200-6017	CHRISTMAS WREATHS	\$ 1,100.00	\$ 1,200.00	\$ 1,200.00	\$ 300.00	\$ (900.00)
	TOTAL GENERAL PROPERTIES	\$ 15,280.00	\$ 15,300.00	\$ 15,300.00	\$ 45,400.00	\$ 30,100.00
	BUILDING SERVICES					
100-4064200-3150	PROFESSIONAL SERVICES	\$ 1,350.00	\$ 1,500.00	\$ 3,000.00	\$ 4,000.00	\$ 1,000.00
100-4064200-3200	CONTRACTUAL SERVICES	\$ 15,610.00	\$ 16,000.00	\$ 16,650.00	\$ 16,650.00	\$ -

Account Number	Account Description	Prior Year Budget 2014-2015	Prior Year Budget 2015-2016	CURRENT AMENDED 2016-2017	REQUESTED 2017-2018	VARIANCE
100-4064200-5110	ELECTRICITY	\$ 13,540.00	\$ 14,000.00	\$ 18,000.00	\$ 20,200.00	\$ 2,200.00
100-4064200-5120	NATURAL GAS/HEAT	\$ 2,010.00	\$ 2,500.00	\$ 3,200.00	\$ 3,000.00	\$ (200.00)
100-4064200-5130	WATER/SEWER	\$ 880.00	\$ 850.00	\$ 650.00	\$ 650.00	\$ -
100-4064200-5230	TELECOMMUNICATIONS	\$ 9,810.00	\$ 10,000.00	\$ 4,000.00	\$ 4,250.00	\$ 250.00
100-4064200-5304	LIABILITY INSURANCE	\$ 1,930.00	\$ 2,000.00	\$ 2,000.00	\$ 2,050.00	\$ 50.00
100-4064200-7113	IN KIND COSTS	\$ -	\$ 15,000.00	\$ 10,000.00	\$ 10,000.00	\$ -
100-4064200-7115	SHARED MAINTENANCE	\$ 33,850.00	\$ 20,000.00	\$ 15,000.00	\$ 20,600.00	\$ 5,600.00
100-4064200-8411	CAPITAL ASSET RESERVES	\$ 6,520.00	\$ 7,000.00	\$ 6,150.00	\$ 7,500.00	\$ 1,350.00
	TOTAL BUILDING SERVICES	\$ 85,500.00	\$ 88,850.00	\$ 78,650.00	\$ 88,900.00	\$ 10,250.00
	PARKS & RECREATION					
100-4071310-3160	CONTRACTURAL SER/JN BLUE	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
100-4071310-5699	CONTRIBUTION/CCP&R	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -
100-4071310-6017	CHRISTMAS LIGHTS	\$ 400.00	\$ 400.00	\$ 400.00	\$ 1,450.00	\$ 1,050.00
100-4071310-6018	ROSE HILL PARK MAINTENANCE	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -
	TOTAL PARKS & RECREATION	\$ 11,400.00	\$ 11,400.00	\$ 11,400.00	\$ 12,450.00	\$ 1,050.00
	PLANNING					
100-4081100-1155	COMPENSATION	\$ 75,375.00	\$ 77,435.00	\$ 79,500.00	\$ 80,100.00	\$ 600.00
100-4081100-2100	MATCHING FICA EXPENSE (7.65 %)			\$ 6,000.00	\$ 6,125.00	\$ 125.00
100-4081100-3190	PROFESSIONAL SERVICES	\$ 4,500.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ -
100-4081100-3500	PRINTING	\$ 200.00	\$ 200.00	\$ 100.00	\$ 100.00	\$ -
100-4081100-5510	MILEAGE	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00	\$ -
100-4081100-5540	TRAINING	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
100-4081100-5810	DUES	\$ 600.00	\$ 600.00	\$ 500.00	\$ 500.00	\$ -
100-4081100-6001	OFFICE EQUIPMENT	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ -
100-4081100-6012	PUBLICATIONS	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL PLANNING	\$ 82,025.00	\$ 84,585.00	\$ 92,450.00	\$ 93,175.00	\$ 725.00
	BOARD OF ZONING APPEALS					
100-4081400-1110	EXPENSE COMPENSATION	\$ 500.00	\$ 500.00	\$ 750.00	\$ 500.00	\$ (250.00)
100-4081400-2100	MATCHING FICA EXPENSE (7.65 %)			\$ -	\$ 40.00	\$ 40.00
100-4081400-5540	TRAINING	\$ 500.00	\$ -	\$ 750.00	\$ 500.00	\$ (250.00)
	TOTAL BOARD OF ZONING APPEALS	\$ 1,000.00	\$ 500.00	\$ 1,500.00	\$ 1,040.00	\$ (460.00)
	ECONOMIC DEVELOPMENT					
100-4081500-5410	TOD SIGNS	\$ 2,000.00	\$ -	\$ 3,000.00	\$ 5,000.00	\$ 2,000.00
100-4081500-5411	WAYFINDING SIGNS	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -
100-4081500-5696	ECONOMIC DEVELOPMENT RESERVE			\$ 9,000.00	\$ 9,000.00	\$ -

Account Number	Account Description	Prior Year Budget 2014-2015	Prior Year Budget 2015-2016	CURRENT AMENDED 2016-2017	REQUESTED 2017-2018	VARIANCE
100-4081500-5697	IDA GRANT MATCH	\$ 30,000.00	\$ 54,000.00	\$ -	\$ -	\$ -
100-4081500-5698	GRANT AND MATCHING FUNDS	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -
100-4081500-5699	DBI/ECO DEV PROF SERVICES	\$ 20,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ -
	TOTAL ECONOMIC DEVELOPMENT	\$ 72,000.00	\$ 82,000.00	\$ 40,000.00	\$ 42,000.00	\$ 2,000.00
	PLANNING COMMISSION					
100-4081600-1111	EXPENSE COMPENSATION	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,220.00	\$ 220.00
100-4081600-2100	MATCHING FICA EXPENSE (7.65 %)				\$ 400.00	\$ 400.00
100-4081600-5540	TRAINING	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
100-4081600-5810	DUES	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ -
	TOTAL PLANNING COMMISSION	\$ 6,250.00	\$ 6,250.00	\$ 6,250.00	\$ 6,870.00	\$ 620.00
	B'VILLE AREA DEV AUTHORITY					
100-4081700-1111	EXPENSE COMPENSATION	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,340.00	\$ (160.00)
100-4081700-1111	MATCHING FICA EXPENSE (7.65 %)				\$ 180.00	\$ 180.00
100-4081700-5540	TRAINING	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ -
100-4081700-5810	DUES	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ -
	TOTAL B'VILLE AREA DEV AUTHORITY	\$ 2,875.00	\$ 2,875.00	\$ 2,875.00	\$ 2,895.00	\$ 20.00
	ARCHITECTURAL REVIEW BOARD					
100-4081800-5540	TRAINING	\$ 250.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
	TOTAL ARCHITECTURAL REVIEW BOARD	\$ 250.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
	CAPITAL OUTLAY					
100-4094200-8200	PW SITE EXPANSION-RESERVE					
100-4094200-8201	CHRISTMAS DECORATIONS			\$ 4,000.00	\$ 5,000.00	\$ 1,000.00
100-4094200-8225	COMPUTER REPLACEMENT	\$ 4,000.00	\$ 4,000.00	\$ 43,530.00	\$ 46,800.00	\$ 3,270.00
100-4094200-8231	POLICE CRUISER	\$ -	\$ -			\$ -
100-4094200-8338	ONE TON DUMP	\$ 40,000.00				\$ -
100-4094200-8339	SALT BOX/SNOW PLOW	\$ 9,600.00				\$ -
100-4094200-8340	MOWER	\$ -	\$ 6,000.00			\$ -
100-4094200-8345	PW TON DUMP BED (1/2 VDOT)	\$ -		\$ 4,500.00		\$ (4,500.00)
100-4094200-8367	SEWER JET RODDER	\$ 22,445.00				\$ -
100-4094200-8411	CAPITAL RESERVE		\$ 43,508.00			\$ (10,000.00)
100-4094200-8500	PPTRA RESERVE	\$ -	\$ 10,000.00	\$ 10,000.00		\$ -
100-4094200-8601	PD SOFTWARE UPGRADE		\$ 25,610.00			\$ -
100-4094200-8603	PD SERVER REPLACEMENT		\$ 5,000.00			\$ -
100-4094200-8702	WAYFINDING SIGNS			\$ 10,000.00		\$ (10,000.00)
100-4094200-8803	PUBLIC WORKS IMPROVEMENTS (3/4 VDOT)			\$ 24,750.00		\$ (24,750.00)

Account Number	Account Description	Prior Year Budget 2014-2015	Prior Year Budget 2015-2016	CURRENT AMENDED 2016-2017	REQUESTED 2017-2018	VARIANCE
100-4094200-8901	LIVERY STABLE EVALUATION			\$	15,000.00	\$ 15,000.00
100-4094200-8902	PAVE BARNETTE STREET			\$	7,000.00	\$ 7,000.00
100-4094200-8903	E-CITATION			\$	25,000.00	\$ 25,000.00
	TOTAL CAPITAL OUTLAY	\$ 76,045.00	\$ 94,118.00	\$ 96,780.00	\$ 98,800.00	\$ 2,020.00
	CONTINGENCY					
100-4094300-5800	CONTINGENCY (3.87%)	\$ 213,976.00	\$ 85,560.00	\$ 186,838.00	\$ 120,721.70	\$ (66,116.30)
	TOTAL CONTINGENCY	\$ 213,976.00	\$ 85,560.00	\$ 186,838.00	\$ 120,721.70	\$ (66,116.30)
	DEBT SERVICE					
100-4095000-9110	RDA PRINCIPAL	\$ 31,800.00	\$ 33,120.00	\$ 35,000.00	\$ 35,910.00	\$ 910.00
100-4095000-9120	RDA INTEREST	\$ 89,680.00	\$ 88,360.00	\$ 86,480.00	\$ 85,566.00	\$ (914.00)
100-4095000-9130	RDA DEBT SER RESERVE	\$ 12,147.00	\$ 12,147.00	\$ 12,147.00	\$ 11,135.30	\$ (1,011.70)
	TOTAL DEBT SERVICE	\$ 133,627.00	\$ 133,627.00	\$ 133,627.00	\$ 132,611.30	\$ (1,015.70)
	TOTAL GENERAL FUND OPERATIONAL	\$ 2,792,710.00	\$ 2,851,876.00	\$ 2,938,791.00	\$ 3,114,875.00	\$ 176,084.00
	TOTAL GENERAL FUND CONTINGENCY	\$ 213,976.00	\$ 85,560.00	\$ 186,838.00	\$ 120,721.70	\$ (66,116.30)
	TOTAL GENERAL FUND CAP OUTLAY	\$ 76,045.00	\$ 94,118.00	\$ 96,780.00	\$ 98,800.00	\$ 2,020.00
	TOTAL GENERAL FUND DEBT SERVICE	\$ 133,627.00	\$ 133,627.00	\$ 133,627.00	\$ 132,611.30	\$ (1,015.70)
	TOTAL GENERAL FUND EXPENSES	\$ 3,216,358.00	\$ 3,165,181.00	\$ 3,356,036.00	\$ 3,467,008.00	\$ 110,972.00

WATER FUND

Account Number	Account Description	Prior Year Budget 2014-2015	Prior Year Budget 2015-2016	CURRENT AMENDED 2016-2017	REQUESTED 2017-2018	VARIANCE
	PERSONNEL					
501-4012220-1140	COMPENSATION	\$ 37,825.00	\$ 38,460.00	\$ 40,100.00	\$ 39,500.00	\$ (600.00)
501-4012220-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 18,900.00	\$ 18,525.00	\$ 3,100.00	\$ 3,025.00	\$ (75.00)
501-4012220-2210	VRS	\$ 21,255.00	\$ 27,075.00	\$ 28,950.00	\$ 26,450.00	\$ (2,500.00)
501-4012220-2220	VMLIP - STD	\$ 155.00	\$ 150.00	\$ 145.00	\$ 145.00	\$ -
501-4012220-2230	VMLIP - LTD	\$ 1,340.00	\$ 1,300.00	\$ 1,280.00	\$ 1,290.00	\$ 10.00
501-4012220-2300	HEALTH INSURANCE	\$ 35,000.00	\$ 37,255.00	\$ 38,500.00	\$ 39,500.00	\$ 1,000.00
501-4012220-2400	LIFE INSURANCE	\$ 3,260.00	\$ 2,860.00	\$ 2,820.00	\$ 3,135.00	\$ 315.00
501-4012220-2600	UNEMPLOYMENT INSURANCE	\$ 215.00	\$ 180.00	\$ 70.00	\$ 55.00	\$ (15.00)
501-4012220-2700	WORKER'S COMPENSATION	\$ 8,250.00	\$ 6,400.00	\$ 5,250.00	\$ 4,000.00	\$ (1,250.00)
501-4012220-3145	PROFESSIONAL SERVICES	\$ 1,000.00	\$ 100.00	\$ -	\$ -	\$ -
501-4012220-3170	MISS UTILITY	\$ 1,900.00	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	\$ 1,000.00

Account Number	Account Description	Prior Year Budget 2014-2015	Prior Year Budget 2015-2016	CURRENT AMENDED 2016-2017	REQUESTED 2017-2018	VARIANCE
501-4012220-3320	HANDHELD MAINT	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	\$ 500.00
501-4012220-5210	POSTAGE	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -
501-4012220-5540	TRAINING	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
501-4012220-6001	OFFICE SUPPLIES	\$ 650.00	\$ 650.00	\$ 1,000.00	\$ 1,200.00	\$ 200.00
	TOTAL PERSONNEL	\$ 134,250.00	\$ 139,455.00	\$ 127,715.00	\$ 126,300.00	\$ (1,415.00)
	TREATMENT					
501-4012222-1147	COMPENSATION	\$ 150,500.00	\$ 143,810.00	\$ 141,200.00	\$ 139,250.00	\$ (1,950.00)
501-4012222-2100	MATCHING FICA EXPENSE (7.65 %)			\$ 10,800.00	\$ 10,650.00	\$ (150.00)
501-4012222-2830	CERTIFICATION FEES	\$ 900.00	\$ 500.00	\$ 900.00	\$ 500.00	\$ (400.00)
501-4012222-2840	STATE CONNECTION FEES	\$ 5,100.00	\$ 5,100.00	\$ 5,100.00	\$ 5,200.00	\$ 100.00
501-4012222-2850	LAB TESTING	\$ 10,000.00	\$ 10,000.00	\$ 22,000.00	\$ 22,000.00	\$ -
501-4012222-3110	MEDICAL EXAMS	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ -
501-4012222-3145	PROFESSIONAL SERVICES	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00	\$ 10,000.00	\$ (5,000.00)
501-4012222-3210	SLUDGE REMOVAL	\$ 22,000.00	\$ 22,000.00	\$ 22,000.00	\$ 20,000.00	\$ (2,000.00)
501-4012222-3220	CLEAN RIVER INTAKE	\$ -	\$ 1,000.00	\$ 2,000.00	\$ 1,500.00	\$ (500.00)
501-4012222-3310	REPAIR & MAINTENANCE	\$ 40,000.00	\$ 40,000.00	\$ 44,000.00	\$ 46,000.00	\$ 2,000.00
501-4012222-3510	CONSUMER CONFIDENCE RPT	\$ 1,700.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
501-4012222-5110	ELECTRICITY	\$ 55,000.00	\$ 55,000.00	\$ 59,000.00	\$ 59,000.00	\$ -
501-4012222-5120	PROPANE HEAT WTP	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00	\$ -
501-4012222-5230	TELECOMMUNICATIONS	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -
501-4012222-5415	COPIER LEASE			\$ 600.00	\$ 750.00	\$ 150.00
501-4012222-5540	TRAINING	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -
501-4012222-5690	DISCHARGE PERMIT RENEWAL	\$ 2,100.00	\$ 2,700.00	\$ 2,700.00	\$ 2,700.00	\$ -
501-4012222-5810	DUES	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
501-4012222-6001	OFFICE SUPPLIES	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
501-4012222-6004	LAB SUPPLIES	\$ 3,600.00	\$ 3,600.00	\$ 3,600.00	\$ 3,800.00	\$ 200.00
501-4012222-6005	JANITORIAL SUPPLIES	\$ 700.00	\$ 700.00	\$ 700.00	\$ 800.00	\$ 100.00
501-4012222-6008	GASOLINE & OIL	\$ 6,200.00	\$ 6,200.00	\$ 6,200.00	\$ 6,200.00	\$ -
501-4012222-6011	UNIFORMS	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
501-4012222-6014	TOOLS	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ -
501-4012222-6014	TOOLS	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ -
501-4012222-6019	SAFETY EQUIPMENT	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ -
501-4012222-6019	SAFETY EQUIPMENT	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ -
501-4012222-6020	PERSONAL EQUIPMENT	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ -
501-4012222-6020	PERSONAL EQUIPMENT	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ -
501-4012222-6025	CHEMICALS	\$ 43,000.00	\$ 40,000.00	\$ 40,000.00	\$ 42,000.00	\$ 2,000.00
	TOTAL TREATMENT	\$ 364,050.00	\$ 359,960.00	\$ 389,550.00	\$ 384,100.00	\$ (5,450.00)
	DISTRIBUTION & MAINTENANCE					
501-4012224-1183	COMPENSATION	\$ 88,150.00	\$ 92,895.00	\$ 95,600.00	\$ 94,250.00	\$ (1,350.00)
501-4012224-2100	MATCHING FICA EXPENSE (7.65 %)			\$ 7,300.00	\$ 7,185.00	\$ (115.00)
501-4012224-3330	LINE REPAIR & MAINTENANCE	\$ 42,750.00	\$ 42,750.00	\$ 42,750.00	\$ 50,000.00	\$ 7,250.00
501-4012224-6007	MATERIALS & SUPPLIES	\$ 11,875.00	\$ 11,875.00	\$ 11,875.00	\$ 30,000.00	\$ 18,125.00

Account Number	Account Description	Prior Year Budget 2014-2015	Prior Year Budget 2015-2016	CURRENT AMENDED 2016-2017	REQUESTED 2017-2018	VARIANCE
501-4012224-6019	SAFETY EQUIPMENT	\$ 710.00	\$ 710.00	\$ 710.00	\$ 710.00	\$ -
501-4012224-6030	NEW SERVICE SUPPLIES	\$ 3,800.00	\$ 3,000.00	\$ 3,800.00	\$ 4,000.00	\$ 200.00
	TOTAL DISTRIBUTION & MAINT	\$ 147,285.00	\$ 151,230.00	\$ 162,035.00	\$ 186,145.00	\$ 24,110.00
	CAPITAL OUTLAY					
501-4094200-8102	TANK REPAIR & MAINT			\$ 75,000.00	\$ 450,000.00	\$ 375,000.00
501-4094200-8210	DEPRECIATION EXPENSE	\$ -				\$ -
501-4094200-8211	CAPITAL RESERVES	\$ 27,110.00		\$ 34,800.00	\$ 78,795.00	\$ 43,995.00
501-4094200-8361	WATER LINE UPGRADES	\$ 75,000.00	\$ 150,000.00	\$ 145,000.00	\$ 85,000.00	\$ (60,000.00)
501-4094200-8368	LEAK DETECTOR	\$ 12,000.00				\$ -
501-4094200-8550	EQUIPMENT REPAIR RESERVE	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -
501-4094200-8605	WTP BUILDING MAINTENANCE		\$ 33,000.00		\$ 10,000.00	\$ 10,000.00
501-4094200-8703	PICKUP (1/2)			\$ 15,000.00		\$ (15,000.00)
501-4094200-8704	WATER FINISH PUMPS			\$ 12,000.00		\$ (12,000.00)
501-4094200-8904	JD BACKHOE (25%)				\$ 27,250.00	\$ 27,250.00
501-4094200-8905	INFLATABLE TRENCHBOX (50%)				\$ 4,000.00	\$ 4,000.00
501-4094200-8906	WTP DISINFECTION UPGRADE				\$ 6,500.00	\$ 6,500.00
	TOTAL CAPITAL OUTLAY	\$ 139,110.00	\$ 208,000.00	\$ 306,800.00	\$ 686,545.00	\$ 379,745.00
	CONTINGENCY					
501-4094300-5800	CONTINGENCY (5%)	\$ 32,359.00	\$ 31,105.00	\$ 24,600.00	\$ 34,725.00	\$ 10,125.00
	TOTAL CONTINGENCY	\$ 32,359.00	\$ 31,105.00	\$ 24,600.00	\$ 34,725.00	\$ 10,125.00
	TOTAL WATER FUND OPERATIONAL	\$ 645,585.00	\$ 650,645.00	\$ 679,300.00	\$ 696,545.00	\$ 17,245.00
	TOTAL WATER FUND CONTINGENCY	\$ 32,280.00	\$ 31,105.00	\$ 24,600.00	\$ 34,725.00	\$ 10,125.00
	TOTAL WATER FUND CAP OUTLAY	\$ 139,110.00	\$ 208,000.00	\$ 306,800.00	\$ 686,545.00	\$ 379,745.00
	TOTAL WATER FUND EXPENSES	\$ 816,975.00	\$ 889,750.00	\$ 1,010,700.00	\$ 1,417,815.00	\$ 407,115.00

SEWER FUND

PERSONNEL

502-4012220-1114	COMPENSATION	\$ 37,825.00	\$ 35,460.00	\$ 37,000.00	\$ 39,500.00	\$ 2,500.00
502-4012220-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 24,750.00	\$ 24,500.00	\$ 2,850.00	\$ 3,025.00	\$ 175.00
502-4012220-2210	VRS	\$ 27,820.00	\$ 35,805.00	\$ 38,350.00	\$ 34,000.00	\$ (4,350.00)
502-4012220-2220	VMLIP - STD	\$ 200.00	\$ 195.00	\$ 190.00	\$ 185.00	\$ (5.00)
502-4012220-2230	VMLIP - LTD	\$ 1,760.00	\$ 1,720.00	\$ 1,695.00	\$ 1,660.00	\$ (35.00)

Account Number	Account Description	Prior Year Budget		CURRENT	REQUESTED	VARIANCE
		2014-2015	2015-2016	AMENDED 2016-2017	2017-2018	
502-4012220-2300	HEALTH INSURANCE	\$ 46,000.00	\$ 49,275.00	\$ 50,975.00	\$ 50,710.00	\$ (265.00)
502-4012220-2400	LIFE INSURANCE	\$ 4,270.00	\$ 3,780.00	\$ 3,730.00	\$ 4,030.00	\$ 300.00
502-4012220-2600	UNEMPLOYMENT INSURANCE	\$ 280.00	\$ 240.00	\$ 90.00	\$ 70.00	\$ (20.00)
502-4012220-2700	WORKER'S COMPENSATION	\$ 10,500.00	\$ 8,500.00	\$ 7,000.00	\$ 5,300.00	\$ (1,700.00)
502-4012220-3145	PROFESSIONAL SERVICES	\$ 2,000.00	\$ 1,000.00	\$ -	\$ -	\$ -
502-4012220-3320	HANDHELD MAINT	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 2,500.00	\$ 500.00
502-4012220-5210	POSTAGE	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ -
502-4012220-6001	OFFICE SUPPLIES	\$ 500.00	\$ 750.00	\$ 1,500.00	\$ 1,500.00	\$ -
	TOTAL PERSONNEL	\$ 162,905.00	\$ 170,225.00	\$ 152,380.00	\$ 149,480.00	\$ (2,900.00)
	TREATMENT					
502-4012222-1147	COMPENSATION	\$ 235,800.00	\$ 235,530.00	\$ 233,900.00	\$ 217,200.00	\$ (16,700.00)
502-4012222-2100	MATCHING FICA EXPENSE (7.65 %)			\$ 17,900.00	\$ 16,620.00	\$ (1,280.00)
502-4012222-2830	CERTIFICATION FEES	\$ 400.00	\$ 900.00	\$ 500.00	\$ 900.00	\$ 400.00
502-4012222-2850	LAB TESTING	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -
502-4012222-3145	PROFESSIONAL SERVICES	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ -
502-4012222-3210	LANDFILL-SOLIDS DISPOSAL	\$ 35,000.00	\$ 30,000.00	\$ 30,000.00	\$ 43,000.00	\$ 13,000.00
502-4012222-3310	REPAIR & MAINTENANCE	\$ 60,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ -
502-4012222-5110	ELECTRICITY	\$ 160,000.00	\$ 150,000.00	\$ 150,000.00	\$ 130,000.00	\$ (20,000.00)
502-4012222-5230	TELECOMMUNICATIONS	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,200.00	\$ 200.00
502-4012222-5415	COPIER LEASE		\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ -
502-4012222-5540	TRAINING	\$ 6,500.00	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00	\$ -
502-4012222-5690	Discharge Permit Renewal	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00	\$ 3,100.00	\$ -
502-4012222-5810	DUES	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
502-4012222-6001	OFFICE SUPPLIES	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ -
502-4012222-6004	LAB SUPPLIES	\$ 9,000.00	\$ 8,000.00	\$ 8,000.00	\$ 5,200.00	\$ (2,800.00)
502-4012222-6005	JANITORIAL SUPPLIES	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
502-4012222-6008	GASOLINE & DIESEL FUEL	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ -
502-4012222-6011	UNIFORMS	\$ 800.00	\$ 800.00	\$ 800.00	\$ 800.00	\$ -
502-4012222-6014	TOOLS	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ (500.00)
502-4012222-6019	SAFETY EQUIPMENT	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 2,000.00	\$ (1,000.00)
502-4012222-6020	PERSONAL EQUIPMENT	\$ 800.00	\$ 800.00	\$ 800.00	\$ -	\$ (800.00)
502-4012222-6025	CHEMICALS	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 90,000.00	\$ (10,000.00)
	TOTAL TREATMENT	\$ 672,900.00	\$ 688,130.00	\$ 703,000.00	\$ 663,520.00	\$ (39,480.00)
	DISTRIBUTION & MAINTENANCE					
502-4012224-1183	COMPENSATION	\$ 88,150.00	\$ 92,895.00	\$ 95,600.00	\$ 94,250.00	\$ (1,350.00)
502-4012224-1183	MATCHING FICA EXPENSE (7.65 %)			\$ 7,300.00	\$ 7,185.00	\$ (115.00)
502-4012224-3310	EQUIPMENT MAINTENANCE	\$ 1,805.00	\$ 2,000.00	\$ 2,000.00	\$ 5,800.00	\$ 3,800.00
502-4012224-3330	REPAIR & MAINTENANCE	\$ 7,125.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00	\$ -
502-4012224-6007	MATERIALS & SUPPLIES	\$ 6,080.00	\$ 6,080.00	\$ 6,080.00	\$ 2,500.00	\$ (3,580.00)

Account Number	Account Description	Prior Year Budget 2014-2015	Prior Year Budget 2015-2016	CURRENT AMENDED 2016-2017	REQUESTED 2017-2018	VARIANCE
502-4012224-6019	SAFETY EQUIPMENT	\$ 285.00	\$ 285.00	\$ 285.00	\$ 285.00	\$ -
502-4012224-6030	NEW SERVICE SUPPLIES	\$ 2,850.00	\$ 2,850.00	\$ 2,850.00	\$ -	\$ (2,850.00)
	TOTAL DISTRIBUTION & MAINT	\$ 106,295.00	\$ 112,110.00	\$ 122,115.00	\$ 118,020.00	\$ (4,095.00)
	CAPITAL PROJECTS					
502-4094100-8001	OUTFALL LINE	\$ -	\$ -	\$ -	\$ -	\$ -
502-4094100-8003	NEW WWTP	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -	\$ -
	CAPITAL OUTLAY					
502-4094200-8110	WWTP UPGRADES	\$ -	\$ -	\$ -	\$ -	\$ -
502-4094200-8134	Sewer Collection Sys Rehab	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00	\$ 110,000.00	\$ 10,000.00
502-4094200-8210	DEPRECIATION	\$ -	\$ -	\$ -	\$ -	\$ -
502-4094200-8367	SEWER JET RODDER	\$ 22,445.00	\$ -	\$ -	\$ -	\$ -
502-4094200-8411	Capital Reserve	\$ 11,200.00	\$ 156,295.00	\$ 271,855.00	\$ 239,000.00	\$ (32,855.00)
502-4094200-8540	MEMBRANE REPLACEMENT RESERVE	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 10,000.00	\$ (40,000.00)
502-4094200-8545	MEMBRANE PRE-PURCHASE	\$ -	\$ -	\$ 90,000.00	\$ 90,000.00	\$ -
502-4094200-8550	EQUIPMENT REPAIR RESERVE	\$ 15,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -
502-4094200-8602	3/4 TON PICKUP (1/2 VDOT)	\$ -	\$ 16,500.00	\$ -	\$ -	\$ -
502-4094200-8604	STORM SEWER CAMERA (1/2 VDOT)	\$ -	\$ 16,000.00	\$ -	\$ -	\$ -
502-4094200-8703	PICKUP (1/2)	\$ -	\$ -	\$ 15,000.00	\$ -	\$ (15,000.00)
502-4094200-8904	JD BACKHOE (25%)	\$ -	\$ -	\$ -	\$ 27,250.00	\$ 27,250.00
502-4094200-8905	INFLATABLE TRENCHBOX (50%)	\$ -	\$ -	\$ -	\$ 4,000.00	\$ 4,000.00
502-4094200-8907	Tractor (50%)	\$ -	\$ -	\$ -	\$ 30,000.00	\$ 30,000.00
502-4094200-8908	WWTP COMPUTER UPGRADES	\$ -	\$ -	\$ -	\$ 25,000.00	\$ 25,000.00
502-4094200-8909	WWTP AIR MONITORS	\$ -	\$ -	\$ -	\$ 6,000.00	\$ 6,000.00
	TOTAL CAPITAL OUTLAY	\$ 148,645.00	\$ 313,795.00	\$ 551,855.00	\$ 566,250.00	\$ 14,395.00
	CONTINGENCY					
502-4094300-5800	CONTINGENCY (5%)	\$ 47,105.00	\$ 48,340.00	\$ 34,250.00	\$ 46,550.00	\$ 12,300.00
	TOTAL CONTINGENCY	\$ 47,105.00	\$ 48,340.00	\$ 34,250.00	\$ 46,550.00	\$ 12,300.00
	DEBT SERVICE					
502-4095000-9118	VRA PRINCIPAL	\$ 470,000.00	\$ 470,000.00	\$ 470,000.00	\$ 470,000.00	\$ -
	TOTAL DEBT SERVICE	\$ 470,000.00	\$ 470,000.00	\$ 470,000.00	\$ 470,000.00	\$ -
	TOTAL SEWER FUND OPERATIONAL	\$ 942,100.00	\$ 970,465.00	\$ 977,495.00	\$ 931,020.00	\$ (46,475.00)

Account Number	Account Description	Prior Year Budget 2014-2015	Prior Year Budget 2015-2016	CURRENT AMENDED 2016-2017	REQUESTED 2017-2018	VARIANCE
	TOTAL SEWER FUND CONTINGENCY	\$ 47,105.00	\$ 48,340.00	\$ 34,250.00	\$ 46,550.00	\$ 12,300.00
	TOTAL SEWER FUND CAP OUTLAY	\$ 148,645.00	\$ 313,795.00	\$ 551,855.00	\$ 566,250.00	\$ 14,395.00
	TOTAL SEWER FUND DEBT SERVICE	\$ 470,000.00	\$ 470,000.00	\$ 470,000.00	\$ 470,000.00	\$ -
	TOTAL SEWER FUND EXPENSES	\$ 1,607,850.00	\$ 1,802,600.00	\$ 2,033,600.00	\$ 2,013,820.00	\$ (19,780.00)
	TOTAL EXPENSES ALL FUNDS	\$ 5,641,183.00	\$ 5,857,531.00	\$ 6,400,336.00	\$ 6,898,643.00	\$ 498,307.00

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Attachment 7

BUDGET WORKSHEET

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
100-3000000-0000 FUND BALANCE FORWA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$0.00
100-3110101-0000 CURRENT REAL ESTATE	\$462,114.36	\$921,169.06	\$885,000.00	\$881,500.00	\$0.00	\$900,000.00	\$0.00	\$0.00
100-3110102-0000 DEL REAL ESTATE TAXE	\$4,811.76	\$697.70	\$2,500.00	\$2,500.00	\$0.00	\$5,000.00	\$0.00	\$0.00
100-3110201-0000 UTILITY REAL ESTATE T	\$0.00	\$0.00	\$11,200.00	\$7,000.00	\$0.00	\$11,375.00	\$0.00	\$0.00
100-3110301-0000 CURRENT PERS PROP TA	\$247,896.13	\$229,293.88	\$230,000.00	\$216,000.00	\$0.00	\$238,000.00	\$0.00	\$0.00
100-3110302-0000 DEL PERS PROP TAXES	(\$1,183.84)	(\$528.87)	\$3,000.00	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00
100-3110401-0000 MACHINERY & TOOLS	\$167,833.45	\$165,560.74	\$207,000.00	\$160,000.00	\$0.00	\$155,000.00	\$0.00	\$0.00
100-3110402-0000 DEL MACHINERY & TOO	\$0.00	\$22.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-3110601-0000 TAX PENALTIES	\$3,661.16	\$6,502.12	\$3,000.00	\$3,000.00	\$0.00	\$6,000.00	\$0.00	\$0.00
100-3110602-0000 TAX INTEREST	\$2,750.42	\$7,345.06	\$5,000.00	\$1,500.00	\$0.00	\$6,000.00	\$0.00	\$0.00
100-3120101-0000 LOCAL SALES TAX	\$89,407.51	\$197,477.98	\$190,000.00	\$175,000.00	\$0.00	\$185,000.00	\$0.00	\$0.00
100-3120201-0000 CONSUMER UTILITY TA	\$46,775.22	\$96,888.07	\$90,000.00	\$90,000.00	\$0.00	\$95,000.00	\$0.00	\$0.00
100-3120300-0000 BUSINESS LICENSE	\$13,847.62	\$205,126.23	\$185,000.00	\$185,000.00	\$0.00	\$200,000.00	\$0.00	\$0.00
100-3120402-0000 REC FRANCHISE FEES	\$16,489.95	\$32,400.84	\$35,000.00	\$27,000.00	\$0.00	\$32,000.00	\$0.00	\$0.00
100-3120501-0000 AUTO LICENSE	\$83,248.13	\$101,511.25	\$90,000.00	\$90,000.00	\$0.00	\$90,000.00	\$0.00	\$0.00
100-3120601-0000 BANK FRANCHISE TAXE	\$0.00	\$126,382.24	\$145,000.00	\$140,000.00	\$0.00	\$125,000.00	\$0.00	\$0.00
100-3120801-0000 CIGARETTE TAX	\$24,051.60	\$56,596.59	\$42,500.00	\$1,300.00	\$0.00	\$50,000.00	\$0.00	\$0.00
100-3121001-0000 LODGING TAX	\$5,503.01	\$7,285.90	\$9,000.00	\$17,500.00	\$0.00	\$7,500.00	\$0.00	\$0.00
100-3121101-0000 MEALS TAX	\$97,814.87	\$191,437.40	\$190,000.00	\$185,000.00	\$0.00	\$240,000.00	\$0.00	\$0.00
100-3130304-0000 Land Use Application Fees	\$210.00	\$2,390.00	\$500.00	\$1,500.00	\$0.00	\$500.00	\$0.00	\$0.00
100-3130307-0000 ZONING & SUBDIVISION	\$38,283.25	\$18,500.38	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00
100-3140101-0000 COURT FINES	\$10,535.60	\$21,636.11	\$25,000.00	\$30,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00
100-3140102-0000 PARKING METER FINES	\$2,198.00	\$2,300.00	\$3,300.00	\$2,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00
100-3150101-0000 INTEREST ON DEPOSITS	\$11,243.65	\$15,594.69	\$6,000.00	\$6,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00
100-3150201-0000 RENTAL OF PROPERTY	\$6,000.00	\$11,500.00	\$12,000.00	\$12,000.00	\$0.00	\$12,000.00	\$0.00	\$0.00
100-3150205-0000 WATER TANK SITE LEAS	\$33,348.29	\$61,749.58	\$66,250.00	\$64,500.00	\$0.00	\$68,750.00	\$0.00	\$0.00
100-3150206-0000 CHARGE CARD REBATE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00
100-3160703-0000 PARKING METERS	\$7,534.78	\$12,772.77	\$11,000.00	\$8,000.00	\$0.00	\$12,000.00	\$0.00	\$0.00

BUDGET WORKSHEET

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
100-3161502-0000 SALE OF PUBLICATIONS	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00
100-3189905-0000 SALE OF SURPLUS	\$34,094.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00
100-3189999-0000 PPTRA	\$209,916.73	\$209,916.73	\$209,917.00	\$209,917.00	\$0.00	\$209,917.00	\$0.00	\$0.00
100-3190203-0000 REIMBURSABLE FEES	(\$2,591.25)	(\$9,677.57)	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00
100-3220107-0000 ROLLING STOCK TAX	\$1,855.10	\$2,078.73	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00
100-3220108-0000 599 LAW ENFORCEMENT	\$38,218.00	\$74,052.00	\$74,052.00	\$74,052.00	\$0.00	\$76,436.00	\$0.00	\$0.00
100-3220110-0000 CAR RENTAL DISTRIBUT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-3220201-0000 Communication Tax	\$44,370.86	\$90,889.39	\$90,000.00	\$90,000.00	\$0.00	\$90,000.00	\$0.00	\$0.00
100-3240102-0000 FIRE FUND PROGRAM	\$12,223.00	\$13,963.00	\$14,000.00	\$14,000.00	\$0.00	\$14,000.00	\$0.00	\$0.00
100-3240103-0000 LE BLOCK GRANT	\$1,286.80	\$17,303.18	\$10,000.00	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00
100-3240300-0000 VDOT LANE MILE ALLO	\$256,521.74	\$477,602.24	\$474,787.00	\$431,812.00	\$0.00	\$513,000.00	\$0.00	\$0.00
100-3240301-0000 VDOT ROAD MAINTENA	\$2,900.44	\$31,869.65	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00
100-3240302-0000 LITTER CONTROL GRAN	\$1,840.00	\$1,910.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00
100-3240312-0000 Va Commission for the Arts	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00
100-3240710-0000 DMV ANIMAL FR PLATE	\$0.00	\$0.00	\$30.00	\$0.00	\$0.00	\$30.00	\$0.00	\$0.00
100-3410201-0000 MISCELLANEOUS REVE	\$118,427.49	\$42,358.31	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
Revenues	\$2,098,437.83	\$3,448,877.81	\$3,356,036.00	\$3,165,181.00	\$0.00	\$3,467,008.00	\$0.00	\$0.00

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4011100 TOWN COUNCIL

100-4011100-1111 EXPENSE COMPENSATIO	\$9,450.00	\$18,650.00	\$18,900.00	\$18,900.00	\$0.00	\$18,900.00	\$0.00	\$0.00
100-4011100-2100 MATCHING FICA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,450.00	\$0.00	\$0.00
100-4011100-5540 TRAINING	\$780.66	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
100-4011100-5800 MISCELLANEOUS	\$1,223.31	\$619.95	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
100-4011100-5810 Dues	\$2,363.00	\$2,930.00	\$3,000.00	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00
100-4011100-6017 TOWN CODE SUPPLEME	\$0.00	\$1,711.95	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00
4011100 TOWN COUNCIL	\$13,816.97	\$23,911.90	\$25,900.00	\$25,900.00	\$0.00	\$27,350.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4011200 TOWN CLERK								
100-4011200-1114 SALARIES/WAGES/TNCL	\$24,111.99	\$36,379.39	\$40,300.00	\$36,800.00	\$0.00	\$47,000.00	\$0.00	\$0.00
100-4011200-2100 MATCHING FICA EXPEN	\$1,847.74	\$2,266.81	\$3,080.00	\$0.00	\$0.00	\$3,600.00	\$0.00	\$0.00
100-4011200-5510 MILEAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	\$0.00	\$0.00
100-4011200-5540 EDUCATION/TRAINING	\$10.18	\$694.14	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
100-4011200-5810 DUES	\$30.00	\$61.87	\$200.00	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00
4011200 TOWN CLERK	\$25,999.91	\$39,402.21	\$44,580.00	\$38,000.00	\$0.00	\$51,950.00	\$0.00	\$0.00

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4012110 TOWN MANAGER								
100-4012110-1112 COMPENSATION	\$69,098.10	\$127,110.22	\$129,000.00	\$129,000.00	\$0.00	\$130,100.00	\$0.00	\$0.00
100-4012110-2100 MATCHING FICA EXPEN	\$4,654.72	\$7,674.74	\$9,850.00	\$0.00	\$0.00	\$9,950.00	\$0.00	\$0.00
100-4012110-3399 Blight Abatement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00
100-4012110-5230 TELECOMMUNICATIONS	\$300.00	\$600.00	\$600.00	\$600.00	\$0.00	\$600.00	\$0.00	\$0.00
100-4012110-5510 MILEAGE	\$100.56	\$0.00	\$150.00	\$150.00	\$0.00	\$150.00	\$0.00	\$0.00
100-4012110-5540 TRAINING	\$682.52	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$8,200.00	\$0.00	\$0.00
100-4012110-5810 DUES	\$298.11	\$298.11	\$300.00	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00
4012110 TOWN MANAGER	\$75,134.01	\$135,683.07	\$140,900.00	\$131,050.00	\$0.00	\$169,300.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4012210 LEGAL SERVICES								
100-4012210-3150 PROFESSIONAL SERVICE	\$15,242.50	\$32,000.00	\$20,000.00	\$30,000.00	\$0.00	\$35,000.00	\$0.00	\$0.00
4012210 LEGAL SERVICES	\$15,242.50	\$32,000.00	\$20,000.00	\$30,000.00	\$0.00	\$35,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4012220 PERSONNEL								
100-4012220-2100 SOCIAL SECURITY	\$0.00	\$13,992.25	\$0.00	\$69,940.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4012220-2210 RETIREMENT	\$50,425.87	\$100,204.80	\$116,350.00	\$102,200.00	\$0.00	\$110,380.00	\$0.00	\$0.00
100-4012220-2220 VMLIP - STD	\$227.25	\$508.77	\$570.00	\$560.00	\$0.00	\$600.00	\$0.00	\$0.00
100-4012220-2230 VMLIP - LTD	\$2,308.88	\$4,898.85	\$5,145.00	\$4,905.00	\$0.00	\$5,400.00	\$0.00	\$0.00
100-4012220-2250 Line of Duty Act	\$4,038.00	\$3,393.00	\$3,750.00	\$3,550.00	\$0.00	\$4,500.00	\$0.00	\$0.00
100-4012220-2300 HEALTH INSURANCE	\$63,937.20	\$129,933.29	\$154,650.00	\$140,635.00	\$0.00	\$165,000.00	\$0.00	\$0.00
100-4012220-2400 LIFE INSURANCE	\$5,746.46	\$10,837.03	\$11,320.00	\$10,785.00	\$0.00	\$13,085.00	\$0.00	\$0.00
100-4012220-2600 UNEMPLOYMENT INSUR	\$49.17	\$407.07	\$270.00	\$675.00	\$0.00	\$225.00	\$0.00	\$0.00
100-4012220-2700 WORKER'S COMPENSATI	\$15,778.00	\$17,954.00	\$21,750.00	\$24,000.00	\$0.00	\$16,000.00	\$0.00	\$0.00
100-4012220-3110 RANDOM DRUG SCREEN	\$0.00	\$292.00	\$750.00	\$500.00	\$0.00	\$750.00	\$0.00	\$0.00
4012220 PERSONNEL	\$142,510.83	\$282,421.06	\$314,555.00	\$357,750.00	\$0.00	\$315,940.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4012240 INDEPENDENT AUDITOR								
100-4012240-3120 CONTRACTUAL SERVICE	\$0.00	\$15,300.00	\$16,000.00	\$15,300.00	\$0.00	\$15,150.00	\$0.00	\$0.00
4012240 INDEPENDENT AUDITOR	\$0.00	\$15,300.00	\$16,000.00	\$15,300.00	\$0.00	\$15,150.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4012410 TOWN TREASURER								
100-4012410-1113 COMPENSATION	\$52,697.56	\$89,050.04	\$92,800.00	\$90,800.00	\$0.00	\$91,900.00	\$0.00	\$0.00
100-4012410-2100 MATCHING FICA EXPEN	\$4,053.92	\$5,839.13	\$7,000.00	\$0.00	\$0.00	\$7,030.00	\$0.00	\$0.00
100-4012410-3130 PROFESSIONAL SER/TAX	\$1,500.00	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$1,500.00	\$0.00	\$0.00
100-4012410-3150 PROFESSIONAL SER/VEC	\$0.00	\$0.00	\$100.00	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00
100-4012410-5306 SURETY BONDS	\$234.00	\$246.00	\$300.00	\$300.00	\$0.00	\$275.00	\$0.00	\$0.00
100-4012410-5540 TRAINING	\$0.00	\$1,192.92	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00
100-4012410-5810 DUES	\$175.00	\$0.00	\$300.00	\$300.00	\$0.00	\$300.00	\$0.00	\$0.00
100-4012410-6015 AUTO DECALS	\$0.00	\$0.00	\$250.00	\$0.00	\$0.00	\$350.00	\$0.00	\$0.00
100-4012410-6020 CIGARETTE TAX STAMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00
4012410 TOWN TREASURER	\$58,660.48	\$96,328.09	\$104,250.00	\$95,000.00	\$0.00	\$108,955.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4012430 FINANCE/ACCOUNTING								
100-4012430-1113 COMPENSATION	\$33,966.95	\$63,207.33	\$64,400.00	\$58,600.00	\$0.00	\$101,200.00	\$0.00	\$0.00
100-4012430-2100 MATCHING FICA EXPEN	\$2,615.88	\$3,968.25	\$4,900.00	\$0.00	\$0.00	\$7,750.00	\$0.00	\$0.00
100-4012430-5540 TRAINING	\$0.00	\$39.07	\$500.00	\$200.00	\$0.00	\$1,000.00	\$0.00	\$0.00
4012430 FINANCE/ACCOUNTING	\$36,582.83	\$67,214.65	\$69,800.00	\$58,800.00	\$0.00	\$109,950.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
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4012530 CENTRAL
ADMIN/PURCHASING

100-4012530-3320 MAINTENANCE CONTRA	\$19,801.79	\$17,900.81	\$25,000.00	\$22,350.00	\$0.00	\$25,000.00	\$0.00	\$0.00
100-4012530-3400 WEB SITE	\$4,832.80	\$4,985.80	\$5,000.00	\$5,135.00	\$0.00	\$2,500.00	\$0.00	\$0.00
100-4012530-3501 NEWSLETTER	\$0.00	\$0.00	\$250.00	\$1,000.00	\$0.00	\$250.00	\$0.00	\$0.00
100-4012530-3600 ADVERTISING	\$4,890.18	\$11,636.95	\$7,000.00	\$7,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00
100-4012530-5210 POSTAGE	\$3,734.83	\$6,700.87	\$8,000.00	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00
100-4012530-5230 TELECOMMUNICATIONS	\$657.47	\$751.99	\$400.00	\$1,200.00	\$0.00	\$1,200.00	\$0.00	\$0.00
100-4012530-5415 COPIER LEASE	\$1,148.75	\$2,770.52	\$3,000.00	\$3,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00
100-4012530-5540 TRAINING	\$433.53	\$249.21	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00
100-4012530-5810 DUES	\$70.00	\$340.00	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
100-4012530-6001 OFFICE SUPPLIES	\$7,431.76	\$10,522.73	\$11,000.00	\$11,000.00	\$0.00	\$11,000.00	\$0.00	\$0.00
4012530 CENTRAL ADMIN/PURCHASING	\$43,001.11	\$55,858.88	\$61,650.00	\$60,685.00	\$0.00	\$64,950.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4012550 RISK MANAGEMENT								
100-4012550-5304 BLANKET EXCESS LIABI	\$8,009.00	\$9,778.00	\$11,000.00	\$13,200.00	\$0.00	\$9,000.00	\$0.00	\$0.00
100-4012550-5305 AUTOMOBILE INSURAN	\$7,229.00	\$7,296.00	\$9,000.00	\$9,300.00	\$0.00	\$9,000.00	\$0.00	\$0.00
100-4012550-5308 SEMI-MULTI PERIL INS	\$25,710.00	\$26,402.00	\$29,150.00	\$26,500.00	\$0.00	\$28,500.00	\$0.00	\$0.00
100-4012550-5800 INSURANCE DEDUCTAB	\$0.00	\$0.00	\$3,000.00	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00
4012550 RISK MANAGEMENT	\$40,948.00	\$43,476.00	\$52,150.00	\$52,000.00	\$0.00	\$49,500.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4012600 ENGINEERING SERVICES								
100-4012600-3140 ENGINEERING SERVICES	\$0.00	\$125.00	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00
4012600 ENGINEERING SERVICES	\$0.00	\$125.00	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4013100 ELECTIONS								
100-4013100-1125 ELECTION OFFICIALS	\$0.00	\$630.00	\$500.00	\$500.00	\$0.00	\$650.00	\$0.00	\$0.00
100-4013100-6001 OFFICE SUPPLIES	\$0.00	\$2,070.71	\$1,000.00	\$1,000.00	\$0.00	\$2,100.00	\$0.00	\$0.00
4013100 ELECTIONS	\$0.00	\$2,700.71	\$1,500.00	\$1,500.00	\$0.00	\$2,750.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4021500 PUBLIC DEFENDER FEES								
100-4021500-3150 PUBLIC DEFENDER FEES	\$0.00	\$592.99	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00
4021500 PUBLIC DEFENDER FEES	\$0.00	\$592.99	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
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4031100 POLICE DEPARTMENT

100-4031100-1139 COMPENSATION	\$242,868.92	\$486,831.56	\$534,600.00	\$479,600.00	\$0.00	\$518,500.00	\$0.00	\$0.00
100-4031100-2100 MATCHING FICA EXPEN	\$18,610.86	\$30,578.32	\$40,900.00	\$0.00	\$0.00	\$40,000.00	\$0.00	\$0.00
100-4031100-3110 MEDICAL EXAMINATIO	\$0.00	\$147.18	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
100-4031100-3115 PRE EMPLOYMENT DRU	\$769.00	\$596.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
100-4031100-3190 INTERPRETER	\$0.00	\$0.00	\$400.00	\$400.00	\$0.00	\$400.00	\$0.00	\$0.00
100-4031100-3310 REPAIR & MAINTENANC	\$3,035.55	\$13,575.81	\$14,000.00	\$12,000.00	\$0.00	\$14,000.00	\$0.00	\$0.00
100-4031100-3320 MAINTENANCE CONTRA	\$2,612.85	\$4,797.71	\$9,850.00	\$7,500.00	\$0.00	\$9,850.00	\$0.00	\$0.00
100-4031100-4082 WILDLIFE MANAGEMEN	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
100-4031100-5210 POSTAGE	\$58.93	\$222.47	\$250.00	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00
100-4031100-5230 TELECOMMUNICATIONS	\$2,322.88	\$3,938.07	\$4,044.00	\$4,044.00	\$0.00	\$4,125.00	\$0.00	\$0.00
100-4031100-5415 COPIER LEASE	\$1,545.56	\$2,770.52	\$3,000.00	\$3,000.00	\$0.00	\$3,525.00	\$0.00	\$0.00
100-4031100-5540 TRAINING	\$7,221.97	\$7,223.61	\$9,500.00	\$9,500.00	\$0.00	\$9,500.00	\$0.00	\$0.00
100-4031100-5810 DUES	\$450.00	\$538.51	\$700.00	\$2,050.00	\$0.00	\$700.00	\$0.00	\$0.00
100-4031100-5815 COMMUNITY RELATION	\$1,344.21	(\$137.40)	\$1,200.00	\$900.00	\$0.00	\$1,200.00	\$0.00	\$0.00
100-4031100-6001 OFFICE SUPPLIES	\$1,162.75	\$397.87	\$2,350.00	\$1,850.00	\$0.00	\$2,350.00	\$0.00	\$0.00
100-4031100-6008 GASOLINE & OIL	\$5,052.11	\$8,291.45	\$14,000.00	\$20,000.00	\$0.00	\$14,000.00	\$0.00	\$0.00
100-4031100-6010 POLICE SUPPLIES	\$7,707.55	\$12,005.82	\$13,500.00	\$12,300.00	\$0.00	\$13,500.00	\$0.00	\$0.00
100-4031100-6011 UNIFORMS	\$1,103.34	\$5,481.47	\$4,000.00	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00
4031100 POLICE DEPARTMENT	\$295,866.48	\$577,258.97	\$654,794.00	\$559,894.00	\$0.00	\$638,400.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
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4031300 TRAFFIC CONTROL

100-4031300-5699 COUNTY CONT/CROSSIN	\$0.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00
4031300 TRAFFIC CONTROL	\$0.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
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4031400 EMERGENCY SERVICES

100-4031400-5699 CONTRIBUTION/CC CEN	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00
4031400 EMERGENCY SERVICES	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4032200 VOLUNTEER FIRE DEPARTMENT								
100-4032200-5699 CONTRIBUTION/JHEVFD	\$0.00	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00
100-4032200-5707 FIRE FUND PROGRAM	\$12,223.00	\$13,963.00	\$14,000.00	\$14,000.00	\$0.00	\$14,000.00	\$0.00	\$0.00
4032200 VOLUNTEER FIRE DEPARTMENT	\$12,223.00	\$38,963.00	\$39,000.00	\$39,000.00	\$0.00	\$39,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4032300 RESCUE SERVICES								
100-4032300-5699 PROFESSIONAL SER EM	\$0.00	\$67,920.00	\$50,000.00	\$67,920.00	\$0.00	\$50,000.00	\$0.00	\$0.00
4032300 RESCUE SERVICES	\$0.00	\$67,920.00	\$50,000.00	\$67,920.00	\$0.00	\$50,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4033200 CORRECTION AND DETENTION								
100-4033200-5550 CONFINEMENT OF PRISO	\$0.00	\$0.00	\$250.00	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00
4033200 CORRECTION AND DETENTION	\$0.00	\$0.00	\$250.00	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4041100 PUBLIC WORKS ADMINISTRATION								
100-4041100-1140 Compensation	\$25,718.72	\$41,183.38	\$44,450.00	\$42,700.00	\$0.00	\$42,800.00	\$0.00	\$0.00
100-4041100-2100 MATCHING FICA EXPEN	\$2,025.86	\$2,745.20	\$3,400.00	\$0.00	\$0.00	\$3,275.00	\$0.00	\$0.00
100-4041100-3110 MEDICAL EXAMS	\$858.35	\$828.80	\$525.00	\$525.00	\$0.00	\$800.00	\$0.00	\$0.00
100-4041100-3310 VEHICLE REP & MAINT	\$898.59	\$7,582.31	\$7,000.00	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00
100-4041100-5120 FUEL OIL/HEAT	\$0.00	\$936.46	\$3,325.00	\$3,325.00	\$0.00	\$1,500.00	\$0.00	\$0.00
100-4041100-5230 TELECOMMUNICATIONS	\$2,678.40	\$5,036.82	\$3,800.00	\$4,400.00	\$0.00	\$4,400.00	\$0.00	\$0.00
100-4041100-5415 COPIER LEASE	\$1,236.50	\$2,216.46	\$2,250.00	\$2,100.00	\$0.00	\$2,500.00	\$0.00	\$0.00
100-4041100-5540 TRAINING	\$0.00	\$642.50	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
100-4041100-6001 OFFICE SUPPLIES	\$103.53	\$43.52	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
4041100 PUBLIC WORKS ADMINISTRATION	\$33,519.95	\$61,215.45	\$65,750.00	\$61,050.00	\$0.00	\$63,275.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4041200 HWYS, STRTS, BRIDGES & SDWLKS								
100-4041200-1183 COMPENSATION	\$64,327.57	\$134,357.97	\$127,500.00	\$123,855.00	\$0.00	\$128,000.00	\$0.00	\$0.00
100-4041200-2100 MATCHING FICA EXPEN	\$4,938.39	\$8,384.42	\$9,750.00	\$0.00	\$0.00	\$9,750.00	\$0.00	\$0.00
100-4041200-3310 EQUIPMENT MAINTENA	\$5,630.72	\$15,411.22	\$10,000.00	\$10,000.00	\$0.00	\$14,000.00	\$0.00	\$0.00
100-4041200-3315 SIDEWALK MAINTENAN	\$0.00	\$684.00	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4041200-3316 STREET SIGN MAINTENA	\$1,230.95	\$289.50	\$500.00	\$500.00	\$0.00	\$250.00	\$0.00	\$0.00
100-4041200-5425 NORFOLK/SOUTHERN R-	\$0.00	\$1,024.25	\$950.00	\$950.00	\$0.00	\$1,025.00	\$0.00	\$0.00
100-4041200-6007 MATERIALS & SUPPLIES	\$2,251.06	\$6,123.98	\$4,000.00	\$4,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00
100-4041200-6008 GASOLINE & OIL	\$10,045.24	\$20,899.66	\$37,400.00	\$37,400.00	\$0.00	\$25,000.00	\$0.00	\$0.00
100-4041200-6011 UNIFORMS	\$2,246.27	\$3,306.71	\$3,000.00	\$3,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00
4041200 HWYS, STRTS, BRIDGES & SDWLKS	\$90,670.20	\$190,481.71	\$199,100.00	\$185,705.00	\$0.00	\$186,025.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4041250 VDOT STREET MAINTENANCE								
100-4041250-3300 VDOT STREET MAINTEN	\$8,372.53	\$372,810.86	\$287,037.00	\$384,312.00	\$0.00	\$428,500.00	\$0.00	\$0.00
100-4041250-3310 EQUIPMENT MAINTENA	\$9,669.09	\$7,088.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4041250-6050 ASPHALT (VDOT)	\$15,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4041250-6130 TREE REMOVAL (VDOT)	\$1,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4041250-6307 SNOW REMOVAL (VDOT)	\$4,900.00	\$9,887.64	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4041250-8801 Equipment Purchase	\$112,599.35	\$0.00	\$125,500.00	\$47,500.00	\$0.00	\$84,500.00	\$0.00	\$0.00
100-4041250-8803 PUBLIC WORKS IMPROV	\$0.00	\$0.00	\$62,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4041250 VDOT STREET MAINTENANCE	\$152,390.97	\$389,787.45	\$474,787.00	\$431,812.00	\$0.00	\$513,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4041320 STREET LIGHTS								
100-4041320-5110 ELECTRICITY	\$35,195.76	\$71,133.51	\$79,000.00	\$79,000.00	\$0.00	\$75,000.00	\$0.00	\$0.00
4041320 STREET LIGHTS	\$35,195.76	\$71,133.51	\$79,000.00	\$79,000.00	\$0.00	\$75,000.00	\$0.00	\$0.00

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GL Account/Description Current Act P/Y Actual Current Bgt P/Y Budget Estimated Requested Recommended Approved

4041330 SNOW REMOVAL

100-4041330-3220 CONTRACTUAL SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,000.00	\$0.00	\$0.00
100-4041330-6007 MATERIALS & SUPPLIES	\$0.00	\$2,189.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00
4041330 SNOW REMOVAL	\$0.00	\$2,189.00	\$2,000.00	\$2,000.00	\$0.00	\$18,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4041340 PARKING METERS AND LOTS								
100-4041340-6007 MATERIALS & SUPPLIES	\$782.24	\$4,186.21	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00
4041340 PARKING METERS AND LOTS	\$782.24	\$4,186.21	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4042200 STREET & ROAD CLEANING								
100-4042200-6007 MATERIALS & SUPPLIES	\$0.00	\$0.00	\$4,000.00	\$4,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
4042200 STREET & ROAD CLEANING	\$0.00	\$0.00	\$4,000.00	\$4,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4042300 REFUSE COLLECTION								
100-4042300-3220 CONTRACTUAL SERVICE	\$105,615.64	\$178,762.68	\$182,300.00	\$177,000.00	\$0.00	\$187,700.00	\$0.00	\$0.00
100-4042300-6225 RECYCLING SERVICES	\$31,187.28	\$52,683.00	\$54,600.00	\$53,000.00	\$0.00	\$56,200.00	\$0.00	\$0.00
4042300 REFUSE COLLECTION	\$136,802.92	\$231,445.68	\$236,900.00	\$230,000.00	\$0.00	\$243,900.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4042400 REFUSE DISPOSAL								
100-4042400-3800 FCO LANDFILL CHARGE	\$13,672.82	\$21,597.76	\$20,000.00	\$20,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00
4042400 REFUSE DISPOSAL	\$13,672.82	\$21,597.76	\$20,000.00	\$20,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4043200 GENERAL PROPERTIES								
100-4043200-3310 REPAIR & MAINTENANC	\$4,235.69	\$10,074.48	\$9,000.00	\$9,000.00	\$0.00	\$40,000.00	\$0.00	\$0.00
100-4043200-3325 HERMITAGE SWPOND M	\$3,025.00	\$4,125.00	\$4,100.00	\$4,100.00	\$0.00	\$4,100.00	\$0.00	\$0.00
100-4043200-6007 MATERIALS & SUPPLIES	\$0.00	\$95.08	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
100-4043200-6017 CHRISTMAS WREATHS	\$1,587.28	\$1,182.12	\$1,200.00	\$1,200.00	\$0.00	\$300.00	\$0.00	\$0.00
4043200 GENERAL PROPERTIES	\$8,847.97	\$15,476.68	\$15,300.00	\$15,300.00	\$0.00	\$45,400.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4064200 BUILDING SERVICES								
100-4064200-3150 PROFESSIONAL SERVICE	\$6,730.13	\$1,298.97	\$3,000.00	\$1,500.00	\$0.00	\$4,000.00	\$0.00	\$0.00
100-4064200-3200 CONTRACTURAL SERVI	\$8,325.00	\$8,325.14	\$16,650.00	\$16,000.00	\$0.00	\$16,650.00	\$0.00	\$0.00
100-4064200-5110 ELECTRICITY	\$14,936.47	\$13,966.39	\$18,000.00	\$14,000.00	\$0.00	\$20,200.00	\$0.00	\$0.00
100-4064200-5120 NATURAL GAS/HEAT	\$1,413.00	\$2,494.58	\$3,200.00	\$2,500.00	\$0.00	\$3,000.00	\$0.00	\$0.00
100-4064200-5130 WATER/SEWER	\$326.50	\$817.05	\$650.00	\$850.00	\$0.00	\$650.00	\$0.00	\$0.00
100-4064200-5230 TELECOMMUNICATIONS	\$2,125.50	\$9,457.38	\$4,000.00	\$10,000.00	\$0.00	\$4,250.00	\$0.00	\$0.00
100-4064200-5304 LIABILITY INSURANCE	\$1,005.50	\$1,994.79	\$2,000.00	\$2,000.00	\$0.00	\$2,050.00	\$0.00	\$0.00
100-4064200-7113 IN KIND COSTS	\$4,679.85	\$15,000.00	\$10,000.00	\$15,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00
100-4064200-7115 SHARED MAINTENANCE	\$20,509.14	\$24,682.75	\$15,000.00	\$20,000.00	\$0.00	\$20,600.00	\$0.00	\$0.00
100-4064200-8411 CAPITAL ASSET RESERV	\$5,317.57	\$3,282.70	\$6,150.00	\$7,000.00	\$0.00	\$7,500.00	\$0.00	\$0.00
4064200 BUILDING SERVICES	\$65,368.66	\$81,319.75	\$78,650.00	\$88,850.00	\$0.00	\$88,900.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4071310 PARKS & RECREATION								
100-4071310-3160 CONTRACTURAL SER/JN	\$574.00	\$984.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
100-4071310-5699 CONTRIBUTION/CCP&R	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00
100-4071310-6017 CHRISTMAS LIGHTS	\$181.48	\$0.00	\$400.00	\$400.00	\$0.00	\$1,450.00	\$0.00	\$0.00
100-4071310-6018 ROSE HILL PARK MAINT	\$3,964.62	\$4,072.71	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00
4071310 PARKS & RECREATION	\$4,720.10	\$10,056.71	\$11,400.00	\$11,400.00	\$0.00	\$12,450.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4081100 PLANNING								
100-4081100-1155 COMPENSATION	\$42,166.43	\$76,641.16	\$79,500.00	\$77,435.00	\$0.00	\$80,100.00	\$0.00	\$0.00
100-4081100-2100 MATCHING FICA EXPEN	\$3,244.98	\$4,978.21	\$6,000.00	\$0.00	\$0.00	\$6,125.00	\$0.00	\$0.00
100-4081100-3190 PROFESSIONAL SERVICE	\$4,008.10	\$13,888.69	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00
100-4081100-3500 PRINTING	\$0.00	\$357.95	\$100.00	\$200.00	\$0.00	\$100.00	\$0.00	\$0.00
100-4081100-5510 MILEAGE	\$248.94	\$476.64	\$750.00	\$750.00	\$0.00	\$750.00	\$0.00	\$0.00
100-4081100-5540 TRAINING	\$78.00	\$0.00	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
100-4081100-5810 DUES	\$0.00	\$0.00	\$500.00	\$600.00	\$0.00	\$500.00	\$0.00	\$0.00
100-4081100-6001 OFFICE EQUIPMENT	\$64.11	\$195.20	\$100.00	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00
4081100 PLANNING	\$49,810.56	\$96,537.85	\$92,450.00	\$84,585.00	\$0.00	\$93,175.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4081400 BOARD OF ZONING APPEALS								
100-4081400-1110 EXPENSE COMPENSATIO	\$0.00	\$0.00	\$750.00	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
100-4081400-2100 MATCHING FICA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.00	\$0.00	\$0.00
100-4081400-5540 TRAINING	\$0.00	\$0.00	\$750.00	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00
4081400 BOARD OF ZONING APPEALS	\$0.00	\$0.00	\$1,500.00	\$500.00	\$0.00	\$1,040.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4081500 ECONOMIC DEVELOPMENT								
100-4081500-5410 TOD SIGNS	\$0.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00
100-4081500-5696 ECONOMIC DEVELOPME	\$0.00	\$0.00	\$9,000.00	\$0.00	\$0.00	\$9,000.00	\$0.00	\$0.00
100-4081500-5697 IDA GRANT MATCH	\$0.00	\$54,000.00	\$0.00	\$54,000.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4081500-5698 GRANT AND MATCHING	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00
100-4081500-5699 DBI/ECO DEV PROF SERV	\$9,000.00	\$18,000.00	\$18,000.00	\$18,000.00	\$0.00	\$18,000.00	\$0.00	\$0.00
4081500 ECONOMIC DEVELOPMENT	\$19,000.00	\$82,000.00	\$40,000.00	\$82,000.00	\$0.00	\$42,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4081600 PLANNING COMMISSION								
100-4081600-1111 EXPENSE COMPENSATIO	\$2,090.00	\$3,945.00	\$5,000.00	\$5,000.00	\$0.00	\$5,220.00	\$0.00	\$0.00
100-4081600-2100 MATCHING FICA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$400.00	\$0.00	\$0.00
100-4081600-5540 TRAINING	\$500.00	\$1,815.15	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
100-4081600-5810 DUES	\$0.00	\$0.00	\$250.00	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00
4081600 PLANNING COMMISSION	\$2,590.00	\$5,760.15	\$6,250.00	\$6,250.00	\$0.00	\$6,870.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4081700 BVILLE AREA DEV AUTHORITY								
100-4081700-1111 EXPENSE COMPENSATIO	\$570.00	\$1,855.00	\$2,500.00	\$2,500.00	\$0.00	\$2,340.00	\$0.00	\$0.00
100-4081700-2100 MATCHING FICA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$180.00	\$0.00	\$0.00
100-4081700-5540 TRAINING	\$0.00	\$0.00	\$250.00	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00
100-4081700-5810 DUES	\$0.00	\$0.00	\$125.00	\$125.00	\$0.00	\$125.00	\$0.00	\$0.00
4081700 BVILLE AREA DEV AUTHORITY	\$570.00	\$1,855.00	\$2,875.00	\$2,875.00	\$0.00	\$2,895.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4081800 ARCHITECHURAL REVIEW BOARD								
100-4081800-5540 TRAINING	\$43.62	\$153.15	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
4081800 ARCHITECHURAL REVIEW BOARD	\$43.62	\$153.15	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4094200 CAPITAL OUTLAY								
100-4094200-8225 COMPUTER REPLACEME	\$0.00	\$0.00	\$4,000.00	\$4,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00
100-4094200-8231 Police Cruiser	\$46,492.96	\$0.00	\$43,530.00	\$0.00	\$0.00	\$46,800.00	\$0.00	\$0.00
100-4094200-8340 MOWER	\$0.00	\$2,799.95	\$0.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8345 PW TON DUMP BED	\$4,444.35	\$0.00	\$4,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8411 CAPITAL RESERVE	\$0.00	\$0.00	\$0.00	\$43,508.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8500 PPTRA RESERVE	\$0.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8601 PD SOFTWARE UPGRAD	\$0.00	\$25,610.00	\$0.00	\$25,610.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8603 PD SERVER REPLACEME	\$0.00	\$10,902.44	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8702 WAYFINDING SIGNS	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8803 PUBLIC WORKS IMPROV	\$0.00	\$0.00	\$24,750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8901 LIVERY STABLE EVALU	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00
100-4094200-8902 PAVE BARNETT STREET	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,000.00	\$0.00	\$0.00
100-4094200-8903 E-CITATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$0.00
4094200 CAPITAL OUTLAY	\$50,937.31	\$39,312.39	\$96,780.00	\$94,118.00	\$0.00	\$98,800.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4094300 CONTINGENCY								
100-4094300-5800 CONTINGENCY	\$135.50	\$57,756.14	\$186,838.00	\$85,560.00	\$0.00	\$120,721.70	\$0.00	\$0.00
4094300 CONTINGENCY	\$135.50	\$57,756.14	\$186,838.00	\$85,560.00	\$0.00	\$120,721.70	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4095000 DEBT SERVICE								
100-4095000-9110 RDA PRINCIPAL	\$17,074.80	\$33,117.29	\$35,000.00	\$33,120.00	\$0.00	\$35,910.00	\$0.00	\$0.00
100-4095000-9120 RDA INTEREST	\$36,390.78	\$88,358.71	\$86,480.00	\$88,360.00	\$0.00	\$85,566.00	\$0.00	\$0.00
100-4095000-9130 RDA DEBT SER RESERVE	\$0.00	\$0.00	\$12,147.00	\$12,147.00	\$0.00	\$11,135.30	\$0.00	\$0.00
4095000 DEBT SERVICE	\$53,465.58	\$121,476.00	\$133,627.00	\$133,627.00	\$0.00	\$132,611.30	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
Expenses	(\$1,478,510.28)	(\$2,967,397.12)	(\$3,356,036.00)	(\$3,165,181.00)	\$0.00	(\$3,467,008.00)	\$0.00	\$0.00
Revenues Over/Under Expenses	\$619,927.55	\$481,480.69	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
501-3000000-0000 FUND BALANCE	\$0.00	\$0.00	\$70,000.00	\$0.00	\$0.00	\$450,000.00	\$0.00	\$0.00
501-3150102-0000 INTEREST ON INVESTME	\$2,849.47	\$4,735.27	\$3,000.00	\$3,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00
501-3160110-0000 TREATMENT FEES	\$450,957.20	\$760,740.57	\$825,000.00	\$800,900.00	\$0.00	\$860,000.00	\$0.00	\$0.00
501-3160111-0000 DELINQUENT ACCT PEN	\$16,432.61	\$28,873.07	\$30,000.00	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00
501-3160112-0000 SECURITY DEPOSITS	\$0.00	(\$811.00)	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00
501-3160113-0000 AVAILABILITY CHARGE	\$78,750.00	\$162,750.00	\$78,050.00	\$52,500.00	\$0.00	\$72,190.00	\$0.00	\$0.00
501-3160114-0000 CONNECTION CHARGES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-3160115-0000 METER FEES	\$4,875.00	\$10,725.00	\$4,550.00	\$3,250.00	\$0.00	\$1,625.00	\$0.00	\$0.00
501-3160120-0000 Income CCSB	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Revenues	\$553,864.28	\$967,012.91	\$1,010,700.00	\$889,750.00	\$0.00	\$1,417,815.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4012220 PERSONNEL								
501-4012220-1140 COMPENSATION	\$20,471.64	\$36,045.17	\$40,100.00	\$38,460.00	\$0.00	\$39,500.00	\$0.00	\$0.00
501-4012220-2100 SOCIAL SECURITY	\$1,566.01	\$5,442.91	\$3,100.00	\$18,525.00	\$0.00	\$3,025.00	\$0.00	\$0.00
501-4012220-2210 RETIREMENT	\$10,733.56	\$19,667.13	\$28,950.00	\$27,075.00	\$0.00	\$26,450.00	\$0.00	\$0.00
501-4012220-2220 VMLIP - STD	\$68.04	\$130.76	\$145.00	\$150.00	\$0.00	\$145.00	\$0.00	\$0.00
501-4012220-2230 VMLIP - LTD	\$498.33	\$934.87	\$1,280.00	\$1,300.00	\$0.00	\$1,290.00	\$0.00	\$0.00
501-4012220-2300 HEALTH INSURANCE	\$19,203.90	\$34,330.30	\$38,500.00	\$37,255.00	\$0.00	\$39,500.00	\$0.00	\$0.00
501-4012220-2400 LIFE INSURANCE	\$1,073.58	\$2,174.90	\$2,820.00	\$2,860.00	\$0.00	\$3,135.00	\$0.00	\$0.00
501-4012220-2600 UNEMPLOYMENT INSUR	\$12.53	\$72.67	\$70.00	\$180.00	\$0.00	\$55.00	\$0.00	\$0.00
501-4012220-2700 WORKER'S COMPENSATI	\$3,928.00	\$4,756.00	\$5,250.00	\$6,400.00	\$0.00	\$4,000.00	\$0.00	\$0.00
501-4012220-3145 PROFESSIONAL SERVICE	\$0.00	\$40.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4012220-3170 MISS UTILITY	\$1,200.44	\$1,184.95	\$1,000.00	\$1,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00
501-4012220-3320 HANDHELD MAINT	\$2,145.00	\$1,995.00	\$2,000.00	\$2,000.00	\$0.00	\$2,500.00	\$0.00	\$0.00
501-4012220-5210 POSTAGE	\$1,123.14	\$2,086.25	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00
501-4012220-5540 TRAINING	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
501-4012220-6001 OFFICE SUPPLIES	\$992.04	\$796.56	\$1,000.00	\$650.00	\$0.00	\$1,200.00	\$0.00	\$0.00
4012220 PERSONNEL	\$63,016.21	\$109,657.47	\$127,715.00	\$139,455.00	\$0.00	\$126,300.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4012222 TREATMENT								
501-4012222-1147 COMPENSATION	\$51,722.05	\$99,032.11	\$141,200.00	\$143,810.00	\$0.00	\$139,250.00	\$0.00	\$0.00
501-4012222-2100 MATCHING FICA EXPEN	\$4,175.21	\$6,108.74	\$10,800.00	\$0.00	\$0.00	\$10,650.00	\$0.00	\$0.00
501-4012222-2830 CERTIFICATION FEES	\$355.00	\$285.00	\$900.00	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
501-4012222-2840 STATE CONNECTION FE	\$4,867.50	\$4,725.90	\$5,100.00	\$5,100.00	\$0.00	\$5,200.00	\$0.00	\$0.00
501-4012222-2850 LAB TESTING	\$2,058.00	\$3,774.00	\$22,000.00	\$10,000.00	\$0.00	\$22,000.00	\$0.00	\$0.00
501-4012222-3110 MEDICAL EXAMS	\$45.00	\$270.00	\$200.00	\$200.00	\$0.00	\$200.00	\$0.00	\$0.00
501-4012222-3145 PROFESSIONAL SERVICE	\$4,195.05	\$3,055.05	\$15,000.00	\$15,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00
501-4012222-3210 SLUDGE REMOVAL	\$17,302.43	\$12,520.00	\$22,000.00	\$22,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00
501-4012222-3220 CLEAN RIVER INTAKE	\$0.00	\$0.00	\$2,000.00	\$1,000.00	\$0.00	\$1,500.00	\$0.00	\$0.00
501-4012222-3310 REPAIR & MAINTENANC	\$21,451.15	\$46,812.29	\$44,000.00	\$40,000.00	\$0.00	\$46,000.00	\$0.00	\$0.00
501-4012222-3510 CONSUMER CONFIDENC	\$0.00	\$0.00	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
501-4012222-5110 ELECTRICITY	\$22,911.83	\$65,412.24	\$59,000.00	\$55,000.00	\$0.00	\$59,000.00	\$0.00	\$0.00
501-4012222-5120 FUEL/OIL HEAT	\$2.00	\$824.69	\$2,700.00	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$0.00
501-4012222-5230 TELECOMMUNICATIONS	\$1,341.11	\$2,509.50	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00
501-4012222-5415 COPIER LEASE	\$309.12	\$554.14	\$600.00	\$600.00	\$0.00	\$750.00	\$0.00	\$0.00
501-4012222-5540 TRAINING	\$349.49	\$4,346.53	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00
501-4012222-5690 DISCHARGE PERMIT RE	\$0.00	\$0.00	\$2,700.00	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$0.00
501-4012222-5810 DUES	\$650.00	\$645.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
501-4012222-6001 OFFICE SUPPLIES	\$100.60	\$1.67	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
501-4012222-6004 LAB SUPPLIES	\$2,540.50	\$2,280.29	\$3,600.00	\$3,600.00	\$0.00	\$3,800.00	\$0.00	\$0.00
501-4012222-6005 JANITORIAL SUPPLIES	\$154.86	\$767.99	\$700.00	\$700.00	\$0.00	\$800.00	\$0.00	\$0.00
501-4012222-6008 GASOLINE & OIL	\$1,188.68	\$758.75	\$6,200.00	\$6,200.00	\$0.00	\$6,200.00	\$0.00	\$0.00
501-4012222-6011 UNIFORMS	\$98.03	\$206.58	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
501-4012222-6014 TOOLS	\$43.09	\$44.51	\$250.00	\$250.00	\$0.00	\$250.00	\$0.00	\$0.00
501-4012222-6019 SAFETY EQUIPMENT	\$2,040.19	\$0.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00
501-4012222-6020 PERSONAL EQUIPMENT	\$169.15	\$0.00	\$600.00	\$600.00	\$0.00	\$600.00	\$0.00	\$0.00
501-4012222-6025 CHEMICALS	\$18,054.95	\$28,230.09	\$40,000.00	\$40,000.00	\$0.00	\$42,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4012222 TREATMENT	\$156,124.99	\$283,165.07	\$389,550.00	\$359,960.00	\$0.00	\$384,100.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4012224 DISTRIBUTION & MAINTENANCE								
501-4012224-1183 COMPENSATION	\$49,569.45	\$87,809.36	\$95,600.00	\$92,895.00	\$0.00	\$94,250.00	\$0.00	\$0.00
501-4012224-2100 MATCHING FICA EXPEN	\$3,792.05	\$5,549.20	\$7,300.00	\$0.00	\$0.00	\$7,185.00	\$0.00	\$0.00
501-4012224-3330 LINE REPAIR & MAINTEN	\$30,915.65	\$32,492.70	\$42,750.00	\$42,750.00	\$0.00	\$50,000.00	\$0.00	\$0.00
501-4012224-6007 MATERIALS & SUPPLIES	\$11,955.50	\$20,855.25	\$11,875.00	\$11,875.00	\$0.00	\$30,000.00	\$0.00	\$0.00
501-4012224-6019 SAFETY EQUIPMENT	\$0.00	\$3,856.62	\$710.00	\$710.00	\$0.00	\$710.00	\$0.00	\$0.00
501-4012224-6030 NEW SERVICE SUPPLIES	\$7,995.00	\$7,093.01	\$3,800.00	\$3,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00
4012224 DISTRIBUTION & MAINTENANCE	\$104,227.65	\$157,656.14	\$162,035.00	\$151,230.00	\$0.00	\$186,145.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4094200 CAPITAL OUTLAY								
501-4094200-8102 TANK INSP & MAINT	\$0.00	\$0.00	\$75,000.00	\$0.00	\$0.00	\$450,000.00	\$0.00	\$0.00
501-4094200-8211 CAPITAL RESERVES	\$0.00	\$0.00	\$34,800.00	\$0.00	\$0.00	\$78,795.00	\$0.00	\$0.00
501-4094200-8360 Handheld Meter Reader	\$0.00	\$4,504.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8361 WATER LINE UPGRADES	\$16,585.49	\$82,118.99	\$145,000.00	\$150,000.00	\$0.00	\$85,000.00	\$0.00	\$0.00
501-4094200-8550 EQUIPMENT REPAIR RES	\$0.00	\$0.00	\$25,000.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00
501-4094200-8605 WTP BUILDING MAINT	\$0.00	\$0.00	\$0.00	\$33,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00
501-4094200-8703 PICKUP TRUCK	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8704 WATER FINISH PUMPS	\$0.00	\$0.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8904 JD BACKHOE (25%)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,250.00	\$0.00	\$0.00
501-4094200-8905 INFLATABLE TRENCHBO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$0.00
501-4094200-8906 WTP DISINFECTION UPG	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,500.00	\$0.00	\$0.00
4094200 CAPITAL OUTLAY	\$16,585.49	\$86,623.62	\$306,800.00	\$208,000.00	\$0.00	\$686,545.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4094300 CONTINGENCY								
501-4094300-5800 CONTINGENCY	\$1,312.01	\$0.00	\$24,600.00	\$31,105.00	\$0.00	\$34,725.00	\$0.00	\$0.00
4094300 CONTINGENCY	\$1,312.01	\$0.00	\$24,600.00	\$31,105.00	\$0.00	\$34,725.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
Expenses	(\$341,266.35)	(\$637,102.30)	(\$1,010,700.00)	(\$889,750.00)	\$0.00	(\$1,417,815.00)	\$0.00	\$0.00
Revenues Over/Under Expenses	\$212,597.93	\$329,910.61	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
502-3000000-0000 FUND BALANCE FORWA	\$0.00	\$0.00	\$90,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-3150101-0000 Interest Income	\$4,311.73	\$8,059.16	\$5,000.00	\$5,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00
502-3150102-0000 INTEREST ON INVESTME	\$752.85	\$592.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-3160110-0000 TREATMENT FEES	\$876,995.40	\$1,484,150.63	\$1,620,000.00	\$1,570,000.00	\$0.00	\$1,690,000.00	\$0.00	\$0.00
502-3160112-0000 SECURITY DEPOSITS	\$0.00	(\$694.60)	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00
502-3160113-0000 AVAILABILITY CHARGE	\$341,250.00	\$705,250.00	\$318,500.00	\$227,500.00	\$0.00	\$312,820.00	\$0.00	\$0.00
502-3160114-0000 CONNECTION CHARGES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-3410404-0000 NUTRIENT CREDIT REBA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$0.00
Revenues	\$1,223,309.98	\$2,197,357.94	\$2,033,600.00	\$1,802,600.00	\$0.00	\$2,013,820.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
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4012220 PERSONNEL

502-4012220-1114 COMPENSATION	\$25,283.85	\$39,105.01	\$37,000.00	\$35,460.00	\$0.00	\$39,500.00	\$0.00	\$0.00
502-4012220-2100 SOCIAL SECURITY	\$1,766.87	\$7,125.74	\$2,850.00	\$24,500.00	\$0.00	\$3,025.00	\$0.00	\$0.00
502-4012220-2210 RETIREMENT	\$19,339.92	\$32,690.56	\$38,350.00	\$35,805.00	\$0.00	\$34,000.00	\$0.00	\$0.00
502-4012220-2220 VMLIP - STD	\$120.54	\$222.51	\$190.00	\$195.00	\$0.00	\$185.00	\$0.00	\$0.00
502-4012220-2230 VMLIP - LTD	\$879.98	\$1,625.08	\$1,695.00	\$1,720.00	\$0.00	\$1,660.00	\$0.00	\$0.00
502-4012220-2300 HEALTH INSURANCE	\$34,830.90	\$56,687.41	\$50,975.00	\$49,275.00	\$0.00	\$50,710.00	\$0.00	\$0.00
502-4012220-2400 LIFE INSURANCE	\$2,249.01	\$3,565.33	\$3,730.00	\$3,780.00	\$0.00	\$4,030.00	\$0.00	\$0.00
502-4012220-2600 UNEMPLOYMENT INSUR	\$16.60	\$96.14	\$90.00	\$240.00	\$0.00	\$70.00	\$0.00	\$0.00
502-4012220-2700 WORKER'S COMPENSATI	\$5,200.00	\$6,290.00	\$7,000.00	\$8,500.00	\$0.00	\$5,300.00	\$0.00	\$0.00
502-4012220-3145 PROFESSIONAL SERVICE	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4012220-3320 HANDHELD MAINT	\$2,145.00	\$1,995.00	\$2,000.00	\$2,000.00	\$0.00	\$2,500.00	\$0.00	\$0.00
502-4012220-5210 POSTAGE	\$3,370.92	\$6,330.43	\$7,000.00	\$7,000.00	\$0.00	\$7,000.00	\$0.00	\$0.00
502-4012220-6001 OFFICE SUPPLIES	\$940.74	\$706.99	\$1,500.00	\$750.00	\$0.00	\$1,500.00	\$0.00	\$0.00
4012220 PERSONNEL	\$96,144.33	\$156,440.20	\$152,380.00	\$170,225.00	\$0.00	\$149,480.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4012222 TREATMENT								
502-4012222-1147 COMPENSATION	\$119,518.63	\$209,940.44	\$233,900.00	\$235,530.00	\$0.00	\$217,200.00	\$0.00	\$0.00
502-4012222-2100 MATCHING FICA EXPEN	\$9,265.87	\$13,107.30	\$17,900.00	\$0.00	\$0.00	\$16,620.00	\$0.00	\$0.00
502-4012222-2830 CERTIFICATION FEES	\$300.00	\$930.00	\$500.00	\$900.00	\$0.00	\$900.00	\$0.00	\$0.00
502-4012222-2850 LAB TESTING	\$9,375.00	\$13,665.00	\$25,000.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00
502-4012222-3145 PROFESSIONAL SERVICE	\$5,522.40	\$1,884.00	\$15,000.00	\$15,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00
502-4012222-3210 LANDFILL-SOLIDS DISPO	\$22,031.94	\$19,368.04	\$30,000.00	\$30,000.00	\$0.00	\$43,000.00	\$0.00	\$0.00
502-4012222-3310 REPAIR & MAINTENANC	\$62,445.53	\$76,368.54	\$90,000.00	\$90,000.00	\$0.00	\$90,000.00	\$0.00	\$0.00
502-4012222-5110 ELECTRICITY	\$52,798.31	\$127,910.38	\$150,000.00	\$150,000.00	\$0.00	\$130,000.00	\$0.00	\$0.00
502-4012222-5230 TELECOMMUNICATIONS	\$3,345.08	\$5,125.18	\$5,000.00	\$5,000.00	\$0.00	\$5,200.00	\$0.00	\$0.00
502-4012222-5415 COPIER LEASE	\$1,545.56	\$2,770.52	\$3,000.00	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00
502-4012222-5540 TRAINING	\$2,736.64	\$878.00	\$4,000.00	\$5,000.00	\$0.00	\$4,000.00	\$0.00	\$0.00
502-4012222-5690 Discharge Permit Renewal	\$2,707.00	\$2,684.70	\$3,100.00	\$3,100.00	\$0.00	\$3,100.00	\$0.00	\$0.00
502-4012222-5810 DUES	\$257.00	\$141.00	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
502-4012222-6001 OFFICE SUPPLIES	\$241.25	\$49.27	\$2,500.00	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$0.00
502-4012222-6004 LAB SUPPLIES	\$2,751.37	\$4,771.07	\$8,000.00	\$8,000.00	\$0.00	\$5,200.00	\$0.00	\$0.00
502-4012222-6005 JANITORIAL SUPPLIES	\$744.43	\$933.39	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
502-4012222-6008 DIESEL FUEL	\$1,406.84	\$2,512.43	\$8,000.00	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00
502-4012222-6011 UNIFORMS	\$98.32	\$475.18	\$800.00	\$800.00	\$0.00	\$800.00	\$0.00	\$0.00
502-4012222-6014 TOOLS	\$0.00	\$27.42	\$1,000.00	\$1,000.00	\$0.00	\$500.00	\$0.00	\$0.00
502-4012222-6019 SAFETY EQUIPMENT	\$1,186.87	\$424.91	\$3,000.00	\$3,000.00	\$0.00	\$2,000.00	\$0.00	\$0.00
502-4012222-6020 PERSONAL EQUIPMENT	\$0.00	\$0.00	\$800.00	\$800.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4012222-6025 CHEMICALS	\$48,702.38	\$58,976.43	\$100,000.00	\$100,000.00	\$0.00	\$90,000.00	\$0.00	\$0.00
4012222 TREATMENT	\$346,980.42	\$542,943.20	\$703,000.00	\$688,130.00	\$0.00	\$663,520.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4012224 DISTRIBUTION & MAINTENANCE								
502-4012224-1183 COMPENSATION	\$44,903.22	\$80,558.82	\$95,600.00	\$92,895.00	\$0.00	\$94,250.00	\$0.00	\$0.00
502-4012224-2100 MATCHING FICA EXPEN	\$3,435.07	\$4,994.51	\$7,300.00	\$0.00	\$0.00	\$7,185.00	\$0.00	\$0.00
502-4012224-3310 EQUIPMENT MAINTENA	\$3,754.65	\$2,898.95	\$2,000.00	\$2,000.00	\$0.00	\$5,800.00	\$0.00	\$0.00
502-4012224-3330 REPAIR & MAINTENANC	\$6,603.07	\$27,473.26	\$8,000.00	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$0.00
502-4012224-6007 MATERIALS & SUPPLIES	\$29.38	\$2,406.26	\$6,080.00	\$6,080.00	\$0.00	\$2,500.00	\$0.00	\$0.00
502-4012224-6019 SAFETY EQUIPMENT	\$0.00	\$163.72	\$285.00	\$285.00	\$0.00	\$285.00	\$0.00	\$0.00
502-4012224-6030 NEW SERVICE SUPPLIES	\$0.00	\$0.00	\$2,850.00	\$2,850.00	\$0.00	\$0.00	\$0.00	\$0.00
4012224 DISTRIBUTION & MAINTENANCE	\$58,725.39	\$118,495.52	\$122,115.00	\$112,110.00	\$0.00	\$118,020.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4094200 CAPITAL OUTLAY								
502-4094200-8134 Sewer Collection Sys Rehab	\$12,866.74	\$0.00	\$100,000.00	\$50,000.00	\$0.00	\$110,000.00	\$0.00	\$0.00
502-4094200-8360 Handheld Meter Reader	\$0.00	\$4,504.64	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8411 Capital Reserve	\$0.00	\$0.00	\$271,855.00	\$156,295.00	\$0.00	\$239,000.00	\$0.00	\$0.00
502-4094200-8540 MEMBRANE REPLACEM	\$0.00	\$0.00	\$50,000.00	\$50,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00
502-4094200-8545 MEMBRANE PRE-PURCH	\$0.00	\$0.00	\$90,000.00	\$0.00	\$0.00	\$90,000.00	\$0.00	\$0.00
502-4094200-8550 EQUIPMENT REPAIR RES	\$0.00	\$0.00	\$25,000.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00
502-4094200-8602 3/4 T P-UP (1/2 VDOT)	\$0.00	\$17,952.01	\$0.00	\$16,500.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8604 SS CMERA (1/2 VDOT)	\$0.00	\$17,298.91	\$0.00	\$16,000.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8703 PICKUP TRUCK	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8904 JD BACKHOE (25%)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,250.00	\$0.00	\$0.00
502-4094200-8905 INFLATABLE TRENCHBO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$0.00
502-4094200-8907 TRACTOR (50%)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$0.00
502-4094200-8908 WWTP COMPUTER UPGR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00	\$0.00	\$0.00
502-4094200-8909 WWTP AIR MONITORS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00
4094200 CAPITAL OUTLAY	\$12,866.74	\$39,755.56	\$551,855.00	\$313,795.00	\$0.00	\$566,250.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4094300 CONTINGENCY								
502-4094300-5800 CONTINGENCY	\$539.36	\$5,350.00	\$34,250.00	\$48,340.00	\$0.00	\$46,550.00	\$0.00	\$0.00
4094300 CONTINGENCY	\$539.36	\$5,350.00	\$34,250.00	\$48,340.00	\$0.00	\$46,550.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4095000 DEBT SERVICE								
502-4095000-9118 VRA PRINCIPAL	\$235,000.00	\$470,000.00	\$470,000.00	\$470,000.00	\$0.00	\$470,000.00	\$0.00	\$0.00
4095000 DEBT SERVICE	\$235,000.00	\$470,000.00	\$470,000.00	\$470,000.00	\$0.00	\$470,000.00	\$0.00	\$0.00

Attachment 8

	2017-2018			2018-2019			2019-2020			2020-2021			2021-2022		
	General	Water	Sewer	General	Water	Sewer	General	Water	Sewer	General	Water	Sewer	General	Water	Sewer
Computer Replacements	\$ 5,000.00			\$ 5,000.00			\$ 5,000.00			\$ 5,000.00			\$ 5,000.00		
310 John Deere Backhoe (GF 100% VDOT)	\$ 54,500.00	\$ 27,250.00	\$ 27,250.00												
Tractor (GF 100% VDOT)	\$ 30,000.00		\$ 30,000.00												
Livery Stable Evaluation	\$ 15,000.00														
Pave Barnett Street	\$ 7,000.00														
Pave Crow Street Parking Lot				\$ 25,000.00											
Repair Virginia Avenue				\$ 16,000.00											
Ton Dump Truck (GF 100% VDOT)				\$ 16,500.00	\$ 16,500.00	\$ 16,500.00									
Zero Turn Mower							\$ 10,000.00								
Four-Wheeler							\$ 11,000.00								
Dump Truck/Snow Plow (GF 100% VDOT)										\$ 120,000.00					
Hydraulic Salt Spreader (GF 100% VDOT)										\$ 19,000.00					
Police Patrol Vehicle	\$ 46,800.00			\$ 47,500.00			\$ 48,000.00			\$ 50,000.00					
E-Citation	\$ 25,000.00														
Body Camera Replacement				\$ 5,000.00											
Mobile Data Terminal Replacement				\$ 15,000.00											
Police Radio Replacement - Reserve							\$ 20,000.00			\$ 20,000.00			\$ 15,000.00		
Police Department Pistols										\$ 8,500.00					
Water Distribution System Upgrade		\$ 85,000.00			\$ 85,000.00			\$ 90,000.00			\$ 90,000.00			\$ 95,000.00	
Inflatable Trench Box		\$ 4,000.00	\$ 4,000.00												
Storage Tank Repair		\$ 450,000.00			\$ 85,000.00			\$ 85,000.00			\$ 85,000.00				
Equipment Repair Reserve		\$ 25,000.00			\$ 25,000.00			\$ 25,000.00			\$ 25,000.00			\$ 25,000.00	
WTP Door Replacement		\$ 10,000.00													
WTP Disinfection Upgrade		\$ 6,500.00													
WTP Filter Maintenance					\$ 450,000.00										
SCADA					\$ 15,000.00										
Pick-up Truck								\$ 15,000.00	\$ 15,000.00						
WTP Finish Pump Replacement								\$ 200,000.00							
Pre-sedimentation Basin Repair										\$ 200,000.00					
Collection System Upgrades			\$ 110,000.00			\$ 110,000.00				\$ 115,000.00		\$ 115,000.00		\$ 115,000.00	
Membrane Replacement			\$ 100,000.00			\$ 100,000.00				\$ 100,000.00		\$ 100,000.00		\$ 100,000.00	
WWTP Computer Upgrades			\$ 25,000.00												
Equipment Repair - Reserve			\$ 25,000.00			\$ 25,000.00			\$ 25,000.00			\$ 25,000.00		\$ 25,000.00	
Air Monitors			\$ 6,000.00												
SCADA						\$ 15,000.00									
Capital Reserves															
	\$ 183,300.00	\$ 607,750.00	\$ 327,250.00	\$ 130,000.00	\$ 676,500.00	\$ 266,500.00	\$ 94,000.00	\$ 415,000.00	\$ 255,000.00	\$ 222,500.00	\$ 400,000.00	\$ 240,000.00	\$ 20,000.00	\$ 120,000.00	\$ 810,000.00

Capital Improvement Narrative Fiscal Year 2018

General Fund FY18

Backhoe \$54,500

Public Works Department

The Public Works Department maintains two backhoes (a 2002 310 John Deere and a 1995 410D John Deere). These backhoes are used for snow removal (particularly helpful in cul-de-sacs and intersections), loading salt and chip into hoppers during snow removal operations, and for water and sewer system work. Special features included on the backhoe would include four-wheel drive and an extendable boom.

This purchase is requested to replace a 22 year old 410 D which is fast approaching the end of its useful/dependable life. The 1995 410D would be sold at auction with the proceeds of the sale being split evenly between the General, Water, and Sewer Funds.

The funding for the purchase would be as follows:

General Fund (100% from VDOT Reimbursement)	\$54,500
Water Fund	\$27,250
Sewer Fund	\$27,250
Total	\$109,000

Tractor \$30,000

Public Works Department

The Public Works Department maintains one medium-sized tractor. The tractor is used to mow the majority of the WWTP property (the curtilage is mowed by Public Utilities Department staff and the banks of the lagoon are mowed by a contractor) and along Town street rights of way. The tractor that would be purchased would likely be a 60 HP unit with a sickle bar.

The purchase is requested to replace a 55 year old 300 John Deere Industrial Tractor which is undersized for modern attachments and the parts for which are becoming increasingly difficult to acquire. The 300 John Deere Industrial Tractor will be sold at auction with the proceeds being returned to the General Fund.

The funding for the purchase would be as follows:

General Fund (100% from VDOT Reimbursement)	\$30,000
Sewer Fund	\$30,000

Total \$60,000

Evaluation of Livery Stable at 23 East Main Street \$15,000

Public Works Department

A 200 + year old livery stable is attached to the rear of 23 East Main Street. The structure requires maintenance in order to stabilize it and to prepare for its eventual renovation and reuse.

The livery stable requires evaluation to determine maintenance and stabilization needs. The evaluation would provide the Council with recommendations for maintenance and stabilization projects to be completed.

Pave Barnett Street \$7,000

Public Works Department

Barnett Street is a Town Street that was not in the Virginia Secondary Street System. Its maintenance costs are to be paid from the Town's general fund. The street's pavement is in poor condition.

The work to be completed includes base repairs in several trouble areas, pavement overlay of the entire street section, and installation of a stone shoulder on both sides.

Patrol Vehicle \$46,800

Police Department

The Police Department maintains a fleet of 5 patrol vehicles. Two of the vehicles are all-wheel drive sport utility vehicles (these are the newest in the fleet), two are marked patrol cars, and one is an unmarked patrol car (Impala).

The requested vehicle, a patrol car, would replace a 2010 Ford Crown Victoria. Additional items purchased include emergency lighting, interior console, rear seat, security partition, radar unit, and in car camera.

2017 Vehicle and Equipment costs are:

Base sedan	25,260
Equipment purchase and installation	19,500
Total	44,760

E-Citation

\$25,000

Police Department

The Police Department currently utilizes a summons system in which Patrol Officers hand-write pertinent information on four-copy forms. This system requires Police Department Administrative staff to enter summons information into the records management system. Further, the courts must also enter information from these summons into their system.

The E-Citation system, which has been authorized by the Commonwealth of Virginia, provides for Patrol Officers to complete summons on a mobile data terminal and print a copy for the summons recipient. The summons information is automatically populated into the records management system and transferred to the courts in a format compatible with their management system. At present, a \$5 fee is added to each traffic summons written in Clarke County. If the Town adopts the necessary resolution to enter into the E-Citation system, then it will receive the \$5 fee. This fee may be collected by a locality for up to one year prior to the actual implementation and use of E-Citation within that jurisdiction. While collection of the fee will come close to covering the \$3,200 in annual maintenance costs, it will not pay for hardware costs.

This funding would provide for the purchase of:

- 5 - 8" printers
- 5 - card readers
- 2 - handheld units
- 2 - 4" printers
- Software, software and hardware set up and configuration
- Training

Implementation of the E-Citation system should reduce errors related to handwritten and manually keyed information on a summons, time required for traffic stops, and the time administrative staff must spend on summons management.

Computer Replacement

\$5,000

Administration

This item provides for the purchase of replacement computers within the Town's departments.

Water Fund FY18

Water Distribution System Upgrades

\$85,000

Public Works Department

These funds are utilized to complete water distribution system upgrades during the subject fiscal year. Funds that remain unspent at the end of the fiscal year are placed in the Water Fund CIP Fund.

Backhoe \$27,250

Public Works Department
For Details See General Fund

Inflatable Trench Box \$4,000

Public Works Department

The Town maintains an aluminum trench box. Trench boxes are employed to permit utility crews to work safely in trenches. The aluminum trench box is very useful and functions well; however, inflatable trench boxes are better suited to smaller jobs and should reduce the area to be excavated on many jobs.

The funding for the purchase would be as follows:

Water Fund	\$4,000
Sewer Fund	\$4,000
Total	\$8,000

Storage Tank Repair \$ 450,000

Public Utilities Department

The Public Utilities Department maintains three water storage structures. Those structures are the ground reservoir, northwest elevated tank, and the southeast elevated tank. All three structures are in need of exterior maintenance, interior maintenance, and installation of mixing equipment. The majority of work is expected to occur during FY 18 but will likely be completed in FY19. The cost of the work, including annual inspections is proposed to be spread over 4 years. After those three years the Town would participate in an annual maintenance contact with an initial cost of \$10,000 annually.

Payment for the rehabilitation of the three tanks will be made in accordance with the following schedule:

FY 18	\$450,000
FY19	\$ 85,000
FY20	\$ 85,000
FY21	\$ 85,000

The Water Fund Ground Reservoir rehabilitation reserve fund contains \$580,000 and would be used to fund this project in FY18, FY19, and a portion of what will be needed in FY20. New funds (not currently in reserve) will have to be allocated in FY20 (\$70,000) and FY21 (\$85,000).

Equipment Repair Reserve \$25,000

Public Utilities Department

This reserve was established to provide funds for costly repairs in the Town's water system. These funds would be available to pay for unexpected repairs. A reserve of at least \$150,000 is desired.

WTP Door Replacement \$10,000

Public Utilities Department

The water treatment plant was built in 1984 and the exterior doors and operating hardware are in poor condition.

This project would provide for the replacement 2 sets of double doors, 3 single doors, and operating hardware.

Upgrade to use of sodium hypochlorite for disinfection at WTP \$6,500

Public Utilities Department

The Water Treatment Plant (WTP) utilizes chlorine gas for disinfection of drinking water. The Director of Public Utilities recommends replacing the chlorine gas disinfection system with a sodium hypochlorite disinfection system. The new system is inherently safer and would eliminate several safety requirements at the WTP.

While eliminating several safety requirements (and the cost thereof), this upgrade will increase chemical costs. It is expected that the upgrade will increase chemical costs by \$16,600 annually (currently annual cost is approximately \$12,400 and it is expected to increase to approximately \$29,000).

The project would provide for the purchase and installation of tankage and pumps necessary to utilize sodium hypochlorite for disinfection.

Sewer Fund FY18

Backhoe \$27,250

Public Works Department

For Details See General Fund

Tractor \$30,000

Public Works Department

For Details See General Fund

Collection System Upgrades \$110,000

Public Works Department

These funds are utilized to complete sewer collection system upgrades during the subject fiscal year. Funds that remain unspent at the end of the fiscal year are placed in the Sewer Fund CIP Fund.

Inflatable Trench Box \$4,000

Public Works Department

For Details See Water Fund

Membrane Replacement \$100,000

Public Utilities Department

The Wastewater Treatment Plant (WWTP) utilizes membranes in its treatment process. The membranes must be replaced every 8-12 years. The Town has entered into a pre-purchase agreement to secure the membranes from General Electric. The agreement also provides for an upgrade to the system. In accordance with the pre-purchase agreement, the membrane replacement will have to be funded as follows:

FY17	\$90,000 pre-purchase	
FY18	\$90,000 pre-purchase	\$10,000 reserve
FY19	\$90,000 pre-purchase	\$10,000 reserve
FY20	\$90,000 pre-purchase	\$10,000 reserve
FY21	\$90,000 pre-purchase	\$10,000 reserve
FY22	\$670,000 purchase	

The Membrane Replacement Reserve Fund contains \$60,000 (\$90,000 was utilized for 2017 payment) and \$470,000 that is to be released from VRA reserve will be added when authorized by VRA. With \$100,000 allocated for this expense each year, \$90,000 will be paid to General

Electric and \$10,000 will be placed in the Membrane Replacement Reserve Fund for the final year payment.

Computer Upgrades WWTP \$25,000

Public Utilities Department

The Public Utilities Department operates the Waste Water Treatment Plant with the assistance of control and process computers. The existing computers operate on Windows XP.

This acquisition would upgrade the control and process computers to a platform supported by Microsoft.

Equipment Repair Reserve \$25,000

Public Utilities Department

This reserve was established to provide funds for costly repairs in the Town's sewer system. These funds would be available to pay for unexpected repairs. A reserve of at least \$200,000 is desired.

Air Monitors \$6,000

Public Utilities Department

The Public Utilities Department maintains 3 air monitors. The monitors, which are used by both the Public Utilities and Public Works Departments, test air quality in areas in which workers will enter, particularly confined spaces.

The monitors currently in service are no longer supported by the manufacturer and replacement sensors are no longer available. When the sensors currently in service fail the monitors will no longer function.

This purchase will provide for the acquisition of 2 monitors and 2 docking stations. This will provide a unit for Public Utilities and a unit for Public Works.

Capital Improvement Narrative Fiscal Year 2019

General Fund FY19

Pave Crow Street Parking Lot \$25,000

Public Works Department

The Crow Street parking lot pavement is failing. Staff estimates that the pavement is at least twenty years old. The parking lot needs to be re-paved.

The property that comprises the parking lot is owned by two parties and the property of a third party accesses private parking via the parking lot property. In 2013, the three parties (Town of Berryville, John and Page Carter, and 19 West Main Street LLC) entered into the Crow Street Parking Lot Access and Maintenance Agreement.

In accordance with the Agreement, agreed upon maintenance costs are to be split as follows: Town of Berryville 47%, Carter 47%, and 19 West Main Street 6%. The estimated cost of re-paving (including re-establishing pavement markings) is \$25,000. The Town would be responsible for getting the work completed and the other parties would reimburse the Town. The Town would ultimately be responsible for 47% or \$11,750 of the cost.

This project would provide for spot repair of problem areas, installation of at least 1.5" of top coat, and re-establishment of pavement markings.

Repair Virginia Avenue \$16,000

Public Works Department

Virginia Avenue is a Town Street that was not in the Virginia Secondary Street System. Its maintenance costs are to be paid from the Town's general fund. Portions of street's pavement and shoulder are in poor condition.

This project provides for base repairs in several trouble areas, pavement overlay of trouble areas, and installation of a stone shoulder as needed.

Ton Dump Truck \$16,500

Public Works Department

The Public Works Department maintains 2 ton dump trucks (2004 GMC and 2009 Ford). These trucks serve many functions, including snow removal, street maintenance, brush collection, water collection system maintenance and repair, and sewer collection system maintenance.

This vehicle would replace the Department's 2004 GMC ton dump truck.

The funding for the purchase would be as follows:

General Fund (100% from VDOT Reimbursement)	\$16,500
Water Fund	\$16,500
Sewer Fund	\$16,500
Total	\$49,500

Patrol Vehicle \$47,500

Police Department

The Police Department maintains a fleet of 5 patrol vehicles. Two of the vehicles are all-wheel drive sport utility vehicles, two are marked patrol cars, and one is an unmarked patrol car.

The requested vehicle, a patrol car, would replace a 2011 Ford Crown Victoria. Additional items purchased include emergency lighting, interior console, rear seat, security partition, radar unit, and in car camera.

2017 Vehicle and Equipment costs are:

Base sedan	25,260
Equipment purchase and installation	19,500
Total	44,760

Body Camera Replacement 10 \$5,000

Police Department

The Police Department maintains 10 body cameras for its sworn personnel. The body cameras currently in use, which are the second version that have been deployed by the Police Department, were purchased in 3/2015. These body cameras are essential equipment in law enforcement and technology is moving very quickly in this area.

This project provides for the purchase of 10 cameras and associated equipment.

Mobile Data Terminal Replacement \$15,000

Police Department

Each patrol vehicle contains a mobile data terminal. Sworn officers use the mobile data terminals to communicate with Clarke County Communications and complete many of their required reports while in the field. The equipment currently in use was purchased 10/2014.

This project would provide for the purchase of 5 mobile data terminals in cooperation with the Clarke County Sherriff's Office.

Computer Replacement \$5,000

Administration

This item provides for the purchase of replacement computers within the Town's departments.

Water Fund FY19

Water Distribution System Upgrades \$85,000

Public Works Department

These funds are utilized to complete water distribution system upgrades during the subject fiscal year. Funds that remain unspent at the end of the fiscal year are placed in the Water Fund CIP Fund.

Ton Dump Truck \$16,500

Public Works Department

For Details See General Fund

Storage Tank Repair \$85,000

Public Utilities Department

The Public Utilities Department maintains three water storage structures. Those structures are the ground reservoir, northwest elevated tank, and the southeast elevated tank. All three structures are in need of exterior maintenance, interior maintenance, and installation of mixing equipment. The majority of work is expected to occur during FY 18 but will likely be completed in FY19. The cost of the work, including annual inspections is proposed to be spread over 4 years. After those three years the Town would participate in an annual maintenance contact with an initial cost of \$10,000 annually.

Payment for the rehabilitation of the three tanks will be made in accordance with the following schedule:

FY 18	\$450,000
FY19	\$ 85,000
FY20	\$ 85,000
FY21	\$ 85,000

The Water Fund Ground Reservoir rehabilitation reserve fund contains \$580,000 and would be used to fund this project in FY18, FY19, and a portion of what will be needed in FY20. New funds (not currently in reserve) will have to be allocated in FY20 (\$70,000) and FY21 (\$85,000).

Equipment Repair Reserve \$25,000

Public Utilities Department

This reserve was established to provide funds for costly repairs in the Town’s water system. These funds would be available to pay for unexpected repairs. A reserve of at least \$150,000 is desired.

Filter Maintenance \$450,000

Public Utilities Department

The Water Treatment Plant utilizes two mixed media filters to treat the Town’s potable water. The filters were installed when the Water Treatment Plant was constructed in 1984. The media was replaced approximately 15 years ago. The flocculators were upgraded approximately 8 years ago. The air scour equipment, underdrains, and settling tubes are original.

This project would include the following work on the Water Treatment Plant Filters: media replacement, air scour and underdrain repair/replacement, settling tubes replacement, and coating of the interior of the filter tankage.

Then each of the two filters are taken out of service, the media will be removed and necessary part replacement and filter repair will be completed. After that work has been completed the media will be replaced and upgraded filter will be placed in service allowing the second filter to be upgraded in the same fashion.

SCADA \$15,000

Public Utilities Department

The Public Utilities Department’s Supervisory Control and Data Acquisition (SCADA) system has been in service for nearly 15 years. The SCADA monitors and reports conditions in the Town’s water storage facilities as well as the booster building. The existing analog system is becoming increasingly difficult to maintain.

This acquisition would provide for the purchase and installation of a digital system that will provide for more dependable service.

Sewer Fund FY19

Collection System Upgrades \$110,000

Public Works Department

These funds are utilized to complete sewer collection system upgrades during the subject fiscal year. Funds that remain unspent at the end of the fiscal year are placed in the Sewer Fund CIP Fund.

Ton Dump Truck \$16,500

Public Works Department

For Details See General Fund

Membrane Replacement \$100,000

Public Utilities Department

The Wastewater Treatment Plant (WWTP) utilizes membranes in its treatment process. The membranes must be replaced every 8-12 years. The Town has entered into a pre-purchase agreement to secure the membranes. The agreement also provides for an upgrade to the system. In accordance with the pre-purchase agreement, the membrane replacement will have to be funded as follows:

FY17	\$90,000 pre-purchase	
FY18	\$90,000 pre-purchase	\$10,000 reserve
FY19	\$90,000 pre-purchase	\$10,000 reserve
FY20	\$90,000 pre-purchase	\$10,000 reserve
FY21	\$90,000 pre-purchase	\$10,000 reserve
FY22	\$670,000 purchase	

The Membrane Replacement Reserve Fund contains \$60,000 (\$90,000 was utilized for 2017 payment) and \$470,000 that is to be released from required reserve will be added then authorized by VRA. With \$100,000 allocated for this expense each year, \$90,000 will be paid to General Electric and \$10,000 will be placed in the Membrane Replacement Reserve Fund for the final year payment.

SCADA \$15,000

Public Utilities Department

The Public Utilities Department's Supervisory Control and Data Acquisition (SCADA) system has been in service for nearly 15 years. The SCADA monitors and reports conditions in the Town's pump stations.

The existing analog system is becoming increasingly difficult to maintain.

This acquisition would provide for the purchase and installation of a digital system that will provide for more dependable service.

Equipment Repair Reserve \$25,000

Public Utilities Department

This reserve was established to provide funds for costly repairs in the Town's sewer system. These funds would be available to pay for unexpected repairs. A reserve of at least \$200,000 is desired.

Capital Improvement Narrative Fiscal Year 2020

General Fund FY20

Zero Turn Mower \$10,000

Public Works Department

The Public Works Department maintains two riding mowers. The primary mower is used to mow Rose Hill Park, BCCGC, and the Public Works facility. The second mower is used when Public Works mows private property in accordance with § 13-32 and as a backup/supplement when mowing Town properties. The Town has worked to replace this mower every 5 to 8 years in order to keep a safe and dependable mower available and to preserve good trade-in value.

This acquisition would provide for replacement of the primary mower, a 2014 model.

Four-wheeler \$11,000

Public Works Department

The Public Works Department maintains a four-wheeler equipped with a plow and salt spreader. The four-wheeler was purchased in 2006. This unit is used for clearing sidewalks for which the Town is responsible as well as work in the Town Run and the Hermitage Storm Water Management Area.

This acquisition would provide for the purchase of a four-wheeler, lights, plow, and salt spreader. The 2006 units will be sold with the proceeds of the sale being returned to the General Fund/

Patrol Vehicle \$48,000

Police Department

The Police Department maintains a fleet of 5 patrol vehicles. Two of the vehicles are all-wheel drive sport utility vehicles, two are marked patrol cars, and one is an unmarked patrol car.

The requested vehicle, a patrol car, would replace a 2008 Chevrolet Impala. Additional items purchased include emergency lighting, interior console, rear seat, security partition, radar unit, and in car camera.

2017 Vehicle and Equipment costs are:

Base sedan	25,260
Equipment purchase and installation	19,500
Total	44,760

Police Radio Replacement Reserve \$20,000

Police Department

The Police Department maintains 5 mobile (in vehicle) and 10 portable (officer issued) radios.

The radios being used currently will no longer be serviced by the manufacturer as of November 2019. It is expected that these radios will be able to remain in service for some time after November 2019. Further, the existing radio equipment will continue to work on the Clarke County Emergency Communications infrastructure.

This reserve is established (and funded over three years (FY20, FY21, and FY22)) to provide funds to purchase radios as they fail. New mobile radios will cost approximately \$5,000 each and new portable radios will cost approximately \$3,000 each. Accordingly, the total cost of replacement is expected to be approximately \$55,000.

Computer Replacement \$5,000

Administration

This item provides for the purchase of replacement computers within the Town’s departments.

Water Fund FY20

Water Distribution System Upgrades \$90,000

Public Works Department

These funds are utilized to complete water distribution system upgrades during the subject fiscal year. Funds that remain unspent at the end of the fiscal year are placed in the Water Fund CIP Fund.

Storage Tank Repair \$85,000

Public Utilities Department

The Public Utilities Department maintains three water storage structures. Those structures are the ground reservoir, northwest elevated tank, and the southeast elevated tank. All three structures are in need of exterior maintenance, interior maintenance, and installation of mixing equipment. The majority of work is expected to occur during FY 18 but will likely be completed in FY19. The cost of the work, including annual inspections is proposed to be spread over 4 years. After those three years the Town would participate in an annual maintenance contract with an initial cost of \$10,000 annually.

Payment for the rehabilitation of the three tanks will be made in accordance with the following schedule:

FY 18	\$450,000
FY19	\$ 85,000
FY20	\$ 85,000
FY21	\$ 85,000

The Water Fund Ground Reservoir rehabilitation reserve fund contains \$580,000 and would be used to fund this project in FY18, FY19, and a portion of what will be needed in FY20. New funds (not currently in reserve) will have to be allocated in FY20 (\$70,000) and FY21 (\$85,000).

Pickup Truck \$15,000

Public Utilities Department

The Public Utilities Department maintains 3 vehicles. Each of the vehicles is a four-wheel drive ½ ton pickup. This purchase would replace the 2010 truck.

The funding for this purchase would be as follows:

Water Fund	\$15,000
Sewer Fund	\$15,000
Total	\$30,000

Finish Pump Replacement WTP \$200,000

Public Utilities Department

The Town's Water Treatment Plant utilizes two finish pumps to pump water into the distribution system. The WTP's finish pumps have been in service since 1984 and should be scheduled for replacement.

This project would provide for the purchase and installation of two finish pumps and a more robust HVAC system to address heat created by the variable frequency drives (VFDs) on the new pumps.

Equipment Repair Reserve \$25,000

Public Utilities Department

This reserve was established to provide funds for costly repairs in the Town's water system. These funds would be available to pay for unexpected repairs. A reserve of at least \$150,000 is desired.

Sewer Fund FY20

Collection System Upgrades \$115,000

Public Works Department

These funds are utilized to complete sewer collection system upgrades during the subject fiscal year. Funds that remain unspent at the end of the fiscal year are placed in the Sewer Fund CIP Fund.

Membrane Replacement \$100,000

Public Utilities Department

The Wastewater Treatment Plant (WWTP) utilizes membranes in its treatment process. The membranes must be replaced every 8-12 years. The Town has entered into a pre-purchase agreement to secure the membranes. The agreement also provides for an upgrade to the system. In accordance with the pre-purchase agreement, the membrane replacement will have to be funded as follows:

FY17	\$90,000 pre-purchase	
FY18	\$90,000 pre-purchase	\$10,000 reserve
FY19	\$90,000 pre-purchase	\$10,000 reserve
FY20	\$90,000 pre-purchase	\$10,000 reserve
FY21	\$90,000 pre-purchase	\$10,000 reserve
FY22	\$670,000 purchase	

The Membrane Replacement Reserve Fund contains \$60,000 (\$90,000 was utilized for 2017 payment) and \$470,000 that is to be released from required reserve will be added then authorized by VRA. With \$100,000 allocated for this expense each year, \$90,000 will be paid to General Electric and \$10,000 will be placed in the Membrane Replacement Reserve Fund for the final year payment.

Pickup Truck \$15,000

Public Utilities Department
For Details See Water Fund

Equipment Repair Reserve \$25,000

Public Utilities Department

This reserve was established to provide funds for costly repairs in the Town's sewer system. These funds would be available to pay for unexpected repairs. A reserve of at least \$200,000 is desired.

Capital Improvement Narrative Fiscal Year 2021

General Fund FY21

Single-Axle Dump Truck and Snow Plow \$120,000

Public Works

The Public Works Department maintains a fleet of three single-axle dump trucks (2001 GMC, 2013 International, and 2017 International). This truck would replace the 2001 GMC.

These large dump trucks are used for snow removal and material hauling. During snow operations the department typically outfits two large dump trucks with plows and salt spreaders. The third truck is outfitted with a plow serves as a reserve vehicle to be used as a plow truck if one of the primary trucks has to be taken off of the road. That truck is also available for use to haul snow or material from water or sewer repair work. As the secondary street network expands the third truck may acquire a primary role in snow operations.

This acquisition will be funded with VDOT Secondary Street Maintenance Funds.

Hydraulic Salt Spreader (for Single Axle Dump Truck) \$19,000

Public Works

The Public Works Department maintains one large salt spreader (another unit is provided by VDOT because the Town serves as a VDOT contractor) for spreading salt and chip on streets during snow removal operations. That spreader, which is gasoline powered, was purchased in 2012.

Hydraulic units are approximately 2X the cost of a gas powered spreader but provides benefits such as less salt and chip waste, modern trucks are equipped for hydraulic units, crews are not required to climb ladders in tough conditions to fill gas tanks.

This project would provide for the purchase of a hydraulic salt spreader to replace the gas salt spreader purchased in 2012. The gas spreader will be sold and the proceeds of the sale will be returned to the General Fund.

This acquisition will be funded with VDOT Secondary Street Maintenance Funds.

Patrol Vehicle \$50,000

Police Department

The Police Department maintains a fleet of 5 patrol vehicles. Two of the vehicles are all-wheel drive sport utility vehicles, two are marked patrol cars, and one is an unmarked patrol car.

The requested vehicle, a patrol car, would replace a 2014 Ford Explorer. Additional items purchased include emergency lighting, interior console, rear seat, security partition, radar unit, and in car camera.

2017 Vehicle and Equipment costs are:

Base sedan	28,620
Equipment purchase and installation	19,500
Total	48,120

Police Radio Replacement Reserve \$20,000

Police Department

The Police Department maintains 5 mobile (in vehicle) and 10 portable (officer issued) radios.

The radios being used currently will no longer be serviced by the manufacturer as of November 2019. It is expected that these radios will be able to remain in service for some time after November 2019. Further, the existing radio equipment will continue to work on the Clarke County Emergency Communications infrastructure.

This reserve is established (and funded over three years (FY20, FY21, and FY22)) to provide funds to purchase radios as they fail. New mobile radios will cost approximately \$5,000 each and new portable radios will cost approximately \$3,000 each. Accordingly, the total cost of replacement is expected to be approximately \$55,000.

Police Department Pistols \$8,500

Police Department

The Police Department maintains 10 pistols. The pistols currently in service were purchased in 2010.

This acquisition would provide for the purchase of 10 new pistols. The pistols currently in service would be traded in to reduce the cost of the new units.

Computer Replacement \$5,000

Administration

This item provides for the purchase of replacement computers within the Town’s departments.

Water Fund FY21

Water Distribution System Upgrades \$90,000

Public Works Department

These funds are utilized to complete water distribution system upgrades during the subject fiscal year. Funds that remain unspent at the end of the fiscal year are placed in the Water Fund CIP Fund.

Storage Tank Repair \$85,000

Public Utilities Department

The Public Utilities Department maintains three water storage structures. Those structures are the ground reservoir, northwest elevated tank, and the southeast elevated tank. All three structures are in need of exterior maintenance, interior maintenance, and installation of mixing equipment. The majority of work is expected to occur during FY 18 but will likely be completed in FY19. The cost of the work, including annual inspections is proposed to be spread over 4 years. After those three years the Town would participate in an annual maintenance contact with an initial cost of \$10,000 annually.

Payment for the rehabilitation of the three tanks will be made in accordance with the following schedule:

FY 18	\$450,000
FY19	\$ 85,000
FY20	\$ 85,000
FY21	\$ 85,000

The Water Fund Ground Reservoir rehabilitation reserve fund contains \$580,000 and would be used to fund this project in FY18, FY19, and a portion of what will be needed in FY20. New funds (not currently in reserve) will have to be allocated in FY20 (\$70,000) and FY21 (\$85,000).

Pre-sedimentation Basin Repair \$200,000

Public Utilities

The Water Treatment Plant utilizes two Pre-sedimentation basins to treat the Town's potable water. Water is pumped from the river into these basins where silt and the like settle from the water prior to being pumped into the next phase of the treatment process. These tanks were constructed with the WTP in 1984.

Both tanks have developed leaks are require repair and maintenance

The repair will be accomplished by that application of a coating on the interior of the tanks.

Equipment Repair Reserve \$25,000

Public Utilities

This reserve was established to provide funds for costly repairs in the Town's water system. These funds would be available to pay for unexpected repairs. A reserve of at least \$150,000 is desired.

Sewer Fund FY21

Collection System Upgrades \$115,000

Public Works Department

These funds are utilized to complete sewer collection system upgrades during the subject fiscal year. Funds that remain unspent at the end of the fiscal year are placed in the Sewer Fund CIP Fund.

Membrane Replacement \$100,000

Public Utilities Department

The Wastewater Treatment Plant (WWTP) utilizes membranes in its treatment process. The membranes must be replaced every 8-12 years. The Town has entered into a pre-purchase agreement to secure the membranes. The agreement also provides for an upgrade to the system. In accordance with the pre-purchase agreement, the membrane replacement will have to be funded as follows:

FY17	\$90,000 pre-purchase	
FY18	\$90,000 pre-purchase	\$10,000 reserve
FY19	\$90,000 pre-purchase	\$10,000 reserve
FY20	\$90,000 pre-purchase	\$10,000 reserve
FY21	\$90,000 pre-purchase	\$10,000 reserve
FY22	\$670,000 purchase	

The Membrane Replacement Reserve Fund contains \$60,000 (\$90,000 was utilized for 2017 payment) and \$470,000 that is to be released from required reserve will be added then authorized by VRA. With \$100,000 allocated for this expense each year, \$90,000 will be paid to General

Electric and \$10,000 will be placed in the Membrane Replacement Reserve Fund for the final year payment.

Equipment Repair Reserve \$25,000

Public Utilities Department

This reserve was established to provide funds for costly repairs in the Town's sewer system. These funds would be available to pay for unexpected repairs. A reserve of at least \$200,000 is desired.

Capital Improvement Narrative Fiscal Year 2022

General Fund FY22

Police Radio Replacement Reserve \$15,000

Police Department

The Police Department maintains 5 mobile (in vehicle) and 10 portable (officer issued) radios.

The radios being used currently will no longer be serviced by the manufacturer as of November 2019. It is expected that these radios will be able to remain in service for some time after November 2019. Further, the existing radio equipment will continue to work on the Clarke County Emergency Communications infrastructure.

This reserve is established (and funded over three years (FY20, FY21, and FY22)) to provide funds to purchase radios as they fail. New mobile radios will cost approximately \$5,000 each and new portable radios will cost approximately \$3,000 each. Accordingly, the total cost of replacement is expected to be approximately \$55,000.

Computer Replacement \$5,000

Administration

This item provides for the purchase of replacement computers within the Town's departments.

Water Fund FY22

Water Distribution System Upgrades \$95,000

Public Works Department

These funds are utilized to complete water distribution system upgrades during the subject fiscal year. Funds that remain unspent at the end of the fiscal year are placed in the Water Fund CIP Fund.

Equipment Repair Reserve \$25,000

Public Utilities Department

This reserve was established to provide funds for costly repairs in the Town's water system. These funds would be available to pay for unexpected repairs. A reserve of at least \$150,000 is desired.

Sewer Fund FY22

Collection System Upgrades \$115,000

Public Works Department

These funds are utilized to complete sewer collection system upgrades during the subject fiscal year. Funds that remain unspent at the end of the fiscal year are placed in the Sewer Fund CIP Fund.

Membrane Replacement \$670,000

Public Utilities Department

The Wastewater Treatment Plant (WWTP) utilizes membranes in its treatment process. The membranes must be replaced every 8-12 years. The Town has entered into a pre-purchase agreement to secure the membranes. The agreement also provides for an upgrade to the system. In accordance with the pre-purchase agreement, the membrane replacement will have to be funded as follows:

FY17	\$90,000 pre-purchase	
FY18	\$90,000 pre-purchase	\$10,000 reserve
FY19	\$90,000 pre-purchase	\$10,000 reserve
FY20	\$90,000 pre-purchase	\$10,000 reserve
FY21	\$90,000 pre-purchase	\$10,000 reserve
FY22	\$670,000 purchase	

The Membrane Replacement Reserve Fund contains \$60,000 (\$90,000 was utilized for 2017 payment) and \$470,000 that is to be released from required reserve will be added then authorized by VRA. With \$100,000 allocated for this expense each year, \$90,000 will be paid to General Electric and \$10,000 will be placed in the Membrane Replacement Reserve Fund for the final year payment.

Equipment Repair Reserve \$25,000

Public Utilities Department

This reserve was established to provide funds for costly repairs in the Town’s sewer system. These funds would be available to pay for unexpected repairs. A reserve of at least \$200,000 is desired.