

**BERRYVILLE TOWN COUNCIL
MEETING AGENDA
Regular Meeting
Berryville-Clarke County Government Center
101 Chalmers Court, Second Floor
Main Meeting Room
Tuesday, May 9, 2017
7:30 p.m.**

| <u>Item</u> | <u>Attachment</u> |
|---|-------------------|
| 1. Call to Order – Patricia Dickinson, Mayor | |
| 2. Pledge of Allegiance | |
| 3. Approval of Agenda | |
| 4. Discussion – Remote Participation in meeting | 1↓ |
| 5. Public Hearings- | |
| a. An amendment to Chapter 9 Future Land Use and the Future Land Use Map of the Berryville Comprehensive Plan to modify future land uses from DR-2 Residential to Open Space Residential (OSR) on the parcel identified as 14-((A))-10. Rezoning of a portion of this parcel through expansion of the OSR District is currently under consideration. | 2 |
| b. William Genda, Owner, is requesting a rezoning of a portion of one lot located at 16 Rosemont Manor Lane, identified as Tax Map Parcel number 14-((A))-10 consisting of 1.0 acre of additional Open Space Residential (OSR) Zoning from Detached Residential-2 (DR-2) zoning. RZ 01-17 | 2 |
| c. An amendment to the Zoning Map of the Town of Berryville reconfiguring the zoning of one parcel on Rosemont Manor Lane to include additional Open Space Residential (OSR) zoning from Detached Residential-2 (DR-2) zoning. | 2 |
| d. William Genda, Owner, is requesting authorization to expand Special Use Permit SUP 02-09 uses per Section 503.1(c) of the Berryville Zoning Ordinance in order to increase activities related to the Country Inn use on the parcel identified as Tax Map Parcel number 14-((A))-10 within the Open Space Residential (OSR) Zoning District. | 2 |
| e. Proposed amendment to Section III of the Schedule of Water and Sewer Fees and Charges, which became effective on June 24, 2015, in order to reduce the per unit water availability fee for Multi-Family units from 90% of the Single-Family Residential rate to 80% of the Single-Family Residential rate. Currently, the Single-Family Residential rate is \$5,250 therefore the Multi-Family rate is \$4,725. If the proposed amendment is adopted the Multi-Family per unit rate would be reduced to \$4,200. | 3 |

| <u>Item</u> | <u>Attachment</u> |
|--|-------------------|
| f. Proposed Budget for Fiscal 2018 | 4 |
| 6. Approval of Minutes April 11, 2017 Regular Meeting | 5 |
| 7. Citizens' Forum | |
| 8. Report of Patricia Dickinson, Mayor | |
| 9. Report of Harry Lee Arnold, Jr., Recorder | |
| 10. Report of Christy Dunkle, Asst. Town Manager for Community Development Planning Department Monthly Report | 6↓ |
| 11. Report of Keith Dalton, Town Manager | |
| 12. Report of Erecka Gibson – Chair, Budget and Finance Committee Approval of Committee Meeting Minutes – Report of Desiree Moreland, Treasurer | 7 |
| 13. Report of Donna McDonald – Chair, Community Improvements Committee Approval of Committee Meeting Minutes – 4/24/17 Water Tank Painting | 8 9 |
| 14. Report of David Tollett – Chair, Police and Security Committee Approval of Committee Meeting Minutes – 4/27/17 Chief of Police's Report | 10 11 |

| <u>Item</u> | <u>Attachment</u> |
|--|-------------------|
| 15. Report of Patricia Dickinson – Chair, Streets and Utilities Committee | |
| Approval of Committee Meeting Minutes – 4/25/17 | 12 |
| Public Utilities Director’s Report | 13 |
| Public Works Director’s Report | 14 |
| Water and Sewer Availability Fees | 15↓ |
| 16. Report of Harry Lee Arnold, Jr. – Chair, Personnel Committee | |
| Approval of Committee Meeting Minutes – 4/25/14 | 16 |
| Appointments | |
| Board of Zoning Appeals | 17↓ |
| Architectural Review Board | 18↓ |
| Barns of Rose Hill Board of Directors | 19↓ |
| 17. Other | |
| 18. Closed Session – No closed session scheduled | |
| 19. Adjourn | |

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

Attachment 1

Remote Participation in meeting

Donna McDonald, Town Council Member from Ward 1, is unable to be in the chambers Tuesday evening because of a work commitment. Mrs. McDonald desires to participate in the meeting by telephone.

On 8 July 2016, the Town Council adopted a POLICY REGARDING ELECTRONIC PARTICIPATION IN MEETINGS FROM REMOTE LOCATIONS. Mrs. McDonald's request will be considered in accordance with the above-referenced policy.

Section 1 of the policy, "Quorum Physically Assembled", applies in this instance. The following applies when a quorum is assembled (in the BCCGC in this instance) and the member making the request is in a remote location that is not open to the public:

- Member notifies Mayor of inability to attend,
- The Town Council approves the member's participation by a majority vote, and
- The record reflects the specific nature of the reason for the absence

Mrs. McDonald has informed Mayor Dickinson of her absence and requests that the Town Council approve her participation remotely. Mrs. McDonald is unable to attend this meeting because she is attending a conference for work.

Please find attached:

- Motion
- Policy adopted 8 July 2016

Mrs. McDonald will be on the phone and ready to join the meeting if the Town Council approves her remote participation.

BERRYVILLE TOWN COUNCIL
MOTION TO APPROVE REMOTE PARTICIPATION IN A TOWN COUNCIL
MEETING BY A TOWN COUNCIL MEMBER

Date: May 9, 2017

Motion By:

Second By:

I move that the Council of the Town of Berryville approve remote participation via telephone by Council member Donna Marie McDonald because of her work related travel requirements at the regularly scheduled meeting time.

VOTE:

Aye:

Nay:

Abstain:

Absent:

ATTEST: _____
Harry Lee Arnold, Jr., Recorder

TOWN OF BERRYVILLE
POLICY REGARDING ELECTRONIC PARTICIPATION
IN MEETINGS FROM REMOTE LOCATIONS

Except as provided hereafter, Town Public Bodies do not conduct meetings wherein the public business is discussed or transacted through telephonic, video, electronic or other communication means where the members are not physically assembled.

I. Quorum Physically Assembled

A member of a Town public body may participate in a meeting through electronic communication means from a remote location that is not open to the public:

1. if, on or before the day of a meeting, the member notifies the Mayor or Chairman that he or she is unable to attend the meeting due to an emergency or personal matter and identifies with specificity the nature of the emergency or personal matter, and the public body
 - a. approves the member's participation by a majority vote of the members present at a meeting and
 - b. records in its minutes the specific nature of the emergency or personal matter and the remote location from which the member participated.

In deciding whether or not to approve a member's request to participate from a remote location, the public body shall not consider the identity of the member making the request or the matters that will be considered or voted on at the meeting.

If a member's participation from a remote location is disapproved, such disapproval will be recorded in the minutes with specificity.

Such participation by a member shall be limited each calendar year to two meetings or 25 percent of the meetings of the public body, whichever is fewer; or

2. if a member notifies the Mayor or Chairman that he or she is unable to attend a meeting due to a temporary or permanent disability or other medical condition that prevents the member's physical attendance and the public body records this fact and the remote location from which the member participated in its minutes.

A member may participate in a meeting by electronic means pursuant to this section only when:

- a quorum of the public body is physically assembled at the primary or central meeting location; and

- the public body makes arrangements for the voice of the remote participant to be heard by all persons at the primary or central meeting location.

II. Quorum Not Physically Assembled

The public body may meet by electronic communication means without a quorum physically assembled at one location when the Governor has declared a state of emergency in accordance with Va. Code § 44-146.17, provided

- the catastrophic nature of the declared emergency makes it impracticable or unsafe to assemble a quorum in a single location, and
- the purpose of the meeting is to address the emergency.

If it holds a meeting pursuant to this section, the public body shall

- give public notice using the best available method given the nature of the emergency contemporaneously with the notice provided members of the public body;
- make arrangements for public access to the meeting;
- make available to the public, at the time of the meeting, agenda packets and all materials, unless exempt, that will be distributed to members of the public body and that have been made available to the public body's staff in sufficient time for duplication and forwarding to all locations at which public access will be provided;
- record minutes of the meeting; and
- record in the minutes votes taken by name in roll-call fashion.

For any meeting conducted pursuant to this section, the nature of the emergency, the fact that the meeting was held by electronic communication means and the type of electronic communication means by which the meeting was held shall be stated in the minutes of the meeting. In addition, at such meetings the public body will make available to the public a public comment form prepared by the Virginia Freedom of Information Advisory Council.

III. Reporting

If the public body meets by electronic means, it shall make a written report of the following to the Virginia Freedom of Information Advisory Council and the Joint Commission on Technology and Science by December 15 of each year:

- the total number of electronic communication meetings held that year
- the dates and purposes of the meetings
- a copy of the agenda for each meeting

- the number of sites for each meeting
- the types of electronic communication means by which the meetings were held
- the number of participants, including members of the public, at each meeting location
- the identity of the members of the public body recorded as absent and those recorded as present at each meeting location
- a summary of any public comment received about the electronic communication meetings
- a summary of the public body's experience using electronic communication meetings, including its logistical and technical experience

Adopted: 7-8-2016

Revised:

Legal Ref.: Code of Virginia, 1950, as amended, §§ 2.2-3708, 2.2-3708.1, 2.2-3710.

Attachment 2

BERRYVILLE TOWN COUNCIL

Public Hearings – Comprehensive Plan Amendment, Rezoning, Zoning Map Amendment, and Expansion of SUP 02-09

May 9, 2017

An amendment to Chapter 9 Future Land Use and the Future Land Use Map of the Berryville Comprehensive Plan to modify future land uses from DR-2 Residential to Open Space Residential (OSR) on the parcel identified as 14-((A))-10. Rezoning of a portion of this parcel through expansion of the OSR District is currently under consideration.

William Genda, Owner, is requesting a rezoning of a portion of one lot located at 16 Rosemont Manor Lane, identified as Tax Map Parcel number 14-((A))-10 consisting of 1.0 acre of additional Open Space Residential (OSR) Zoning from Detached Residential-2 (DR-2) zoning. RZ 01-17

An amendment to the Zoning Map of the Town of Berryville reconfiguring the zoning of one parcel on Rosemont Manor Lane to include additional Open Space Residential (OSR) zoning from Detached Residential-2 (DR-2) zoning.

William Genda, Owner, is requesting authorization to expand Special Use Permit SUP 02-09 uses per Section 503.1(c) of the Berryville Zoning Ordinance in order to increase activities related to the Country Inn use on the parcel identified as Tax Map Parcel number 14-((A))-10.

Public hearing notices were published in the Winchester Star on Tuesday, April 25 and Tuesday, May 2, 2017. Adjacent property owners were notified via first class mail on Friday, April 21, 2017. No comments were received in the Planning Office.

The Planning Commission held a public hearing on these matters at their March 28, 2017 meeting and recommended approval of the following requests.

Overview

Mr. Genda is requesting a rezoning of the property identified above. The applicant's intent is to add an events barn to the southwestern corner of his property for larger (over 250 people) events, specifically weddings. Per Section 503.1(c) of the Berryville Zoning Ordinance, this would require an expansion of existing SUP 02-09.

The process to rezone a parcel also includes a Comprehensive Plan Amendment of the Future Land Use Map and a Zoning Map amendment to identify that portion of the parcel that will be rezoned.

The Berryville Planning Commission held a public hearing on this matter at their March 28, 2017 meeting. At that time, staff received five calls and one visit from adjacent property owners asking for information about the request. All of the residents indicated

they were fine with the rezoning and proposed events barn. The Planning Commission recommended that Council approve all of the related actions in order to rezone the property as illustrated on the rezoning exhibit.

The first request is to amend the Comprehensive Plan Future Land Use Map in order to expand the Open Space Residential (OSR) zoning district as illustrated on the exhibit included with this staff report. As previously referenced, Mr. Genda has proposed the construction of an events barn in the southwest corner of the property. Staff has recommended that the OSR be extended to the property lines (Byrd to the west and Jones to the south) as the proposed condition presents several problems including unusable property for future development (e.g., roads, access, and construction of dwelling units) in the DR-2 district and difficulty with zoning enforcement for Country Inn uses outside of the permitted OSR zoning district.

The second action is the rezoning. The area identified on the rezoning exhibit would expand the Open Space Residential (OSR) zoning district by 1.0 acre. The current zoning applied to the parcel, approximately 10 acres of OSR and the residual Detached Residential-2 (DR-2), is identified on the Berryville Zoning map included after this staff report.

The third action is the Zoning Map Amendment. This would modify the Town of Berryville Zoning Map to reflect the changes approved by Council.

Finally, Council will need to authorize the expansion of the Special Use Permit (SUP 02-09) which was approved in June of 2009. The approval letter for SUP 02-09 and Section 503 of the Zoning Ordinance regulates Special Use Permits and are included in this packet.

LAND DEVELOPMENT APPLICATION TOWN OF BERRYVILLE

(Please print or type)

Current Property Owner WILLIAM GENDA

Owner's Address 16 Rosemont Manor Lane, Berryville, VA 22611

Phone 540-514-5010

Agent (Contact Person) John Lewis Pinker - Lewis, PLLC

Agent's Address 817 Cedar Creek Grade, Suite 120, Wampler, VA 22601

Phone 540-662-5792

Check Appropriate Request:

- Subdivision - creating more than 2 lots
- Minor Subdivision - single lot divided into 2 lots
- Boundary Line Adjustment
- Site Plan
- Rezoning
- Text Amendment: _____ Zoning or _____ Subdivision Ordinance
- ARB Certificate of Appropriateness
- Other: _____

Complete As Applicable:

Nature of Request/Proposal: reconfiguration and OSR^V Expansion from 10 to 11 acres

Tax Map & Parcel Number(s): 14-A-10

Size of Project Site: 56 acres

Proposed # of Lots: n/a Existing Zoning OSR

Owner or Agent: The information provided is accurate to the best of my knowledge. I understand that the Town may deny, approve, or conditionally approve the request for which I am applying. I certify that all property corners have been clearly staked and flagged.

Signature: W. Genda Date: Feb 8, 2017

Owner: I have read this completed application, understand its intent, and freely consent to its filing. Furthermore, I grant permission to the Town Planning Department and other government agents to enter the property and make such investigations and tests, as they deem necessary. I acknowledge that in accordance with Article X of the Subdivision Ordinance I am responsible for costs incurred for review of subdivision and/or development plans by the Town's engineer and that any other required tests or studies will be carried out at owner/agent expense

Signature: W. Genda Date: Feb 8, 2017

OFFICE USE ONLY

Public Hearing Required? _____ Dates Advertised _____

Adjoining Property Owners Notified? _____

Action Taken: _____

BERRYVILLE TOWN COUNCIL
Public Hearing – Comprehensive Plan Amendment
May 9, 2017

An amendment to Chapter 9 Future Land Use and the Future Land Use Map of the Berryville Comprehensive Plan to modify future land uses from DR-2 Residential to Open Space Residential (OSR) on the parcel identified as 14-((A))-10. Rezoning of a portion of this parcel through expansion of the OSR District is currently under consideration.

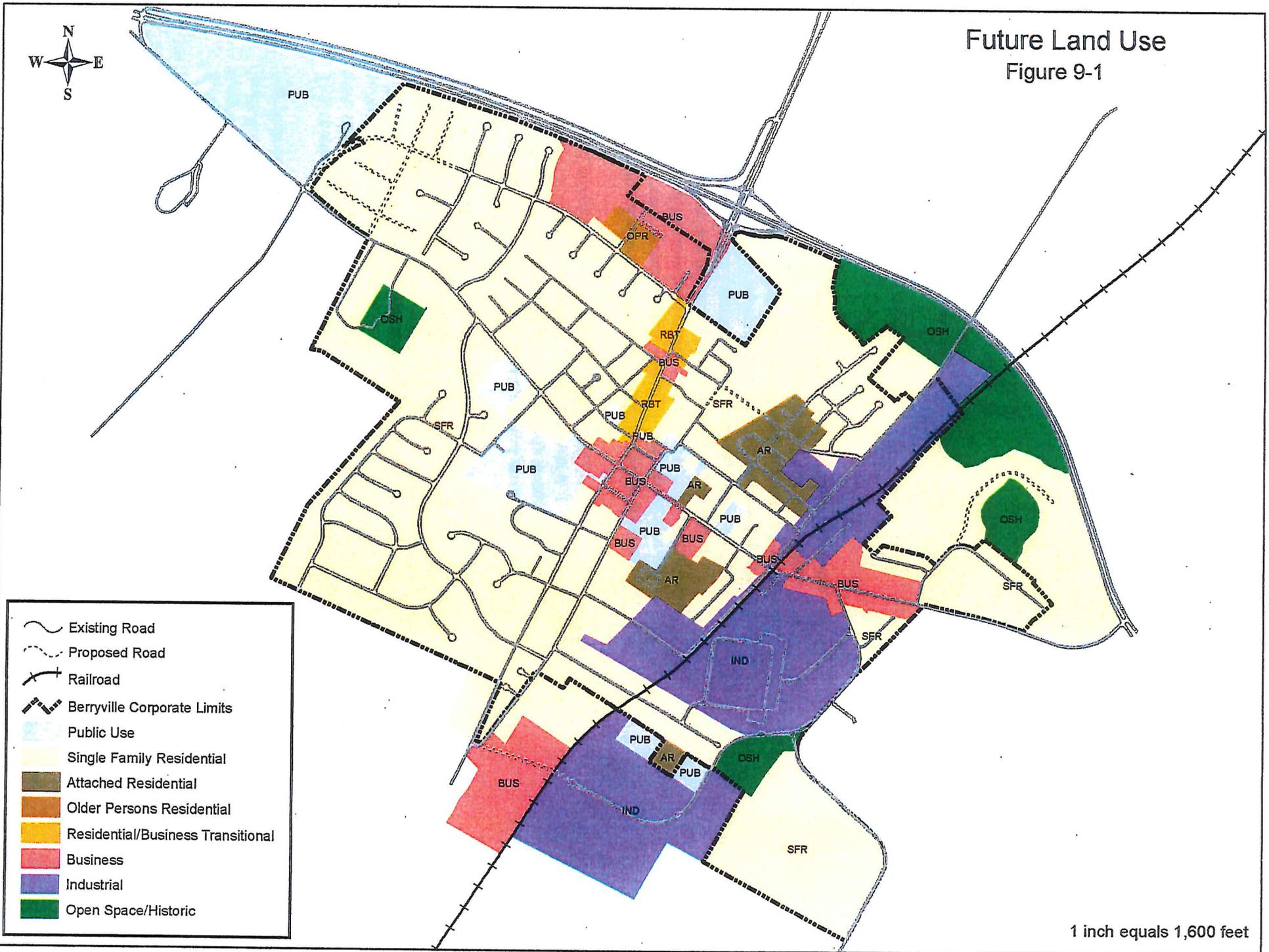
Mr. Genda is requesting a rezoning of the property identified above. The process to rezone a parcel also includes a Comprehensive Plan Amendment of the Future Land Use Map and a Zoning Map amendment to identify that portion of the parcel that will be rezoned.

This request is to amend the Comprehensive Plan Future Land Use Map in order to expand the Open Space Residential (OSR) zoning district as illustrated on the exhibit following this staff report. Mr. Genda has proposed the construction of an events barn in the southwest corner of the property. Staff has recommended that the OSR be extended to the property lines (Byrd to the west and Jones to the south) as the proposed condition presents several problems including unusable property for future development (e.g., roads, access, and construction of dwelling units) in the DR-2 district and difficulty with zoning enforcement for Country Inn uses outside of the permitted OSR zoning district.

Recommendation

Approve as presented. A motion follows this report.

Future Land Use
Figure 9-1



1 inch equals 1,600 feet

BERRYVILLE TOWN COUNCIL

**MOTION FOR APPROVAL OF COMPREHENSIVE PLAN
FUTURE LAND USE MAP AMENDMENT TO TOWN COUNCIL**

Date: May 9, 2017

Motion By:

Second By:

I move that the Council of the Town of Berryville approve the Future Land Use Map Amendment to align with the attached rezoning exhibit allowing the expansion of the Open Space Residential zoning district on the parcel identified as Tax Map Parcel number 14-((A))-10.

VOTE:

Aye:

Nay:

Absent:

ATTEST:

Harry Lee Arnold, Jr., Recorder

BERRYVILLE TOWN COUNCIL
Public Hearing – Rezoning
May 9, 2017

William Genda, Owner, is requesting a rezoning of a portion of one lot located at 16 Rosemont Manor Lane, identified as Tax Map Parcel number 14-((A))-10 consisting of 1.0 acre of additional Open Space Residential (OSR) Zoning from Detached Residential-2 (DR-2) zoning. RZ 01-17

The area identified on the attached rezoning exhibit would expand the Open Space Residential (OSR) zoning district by 1.0 acre. The current zoning applied to the parcel, approximately 10 acres of OSR and the residual Detached Residential-2 (DR-2), is identified on the Berryville Zoning map included after this staff report.

The Planning Commission recommended approval of the rezoning as presented.

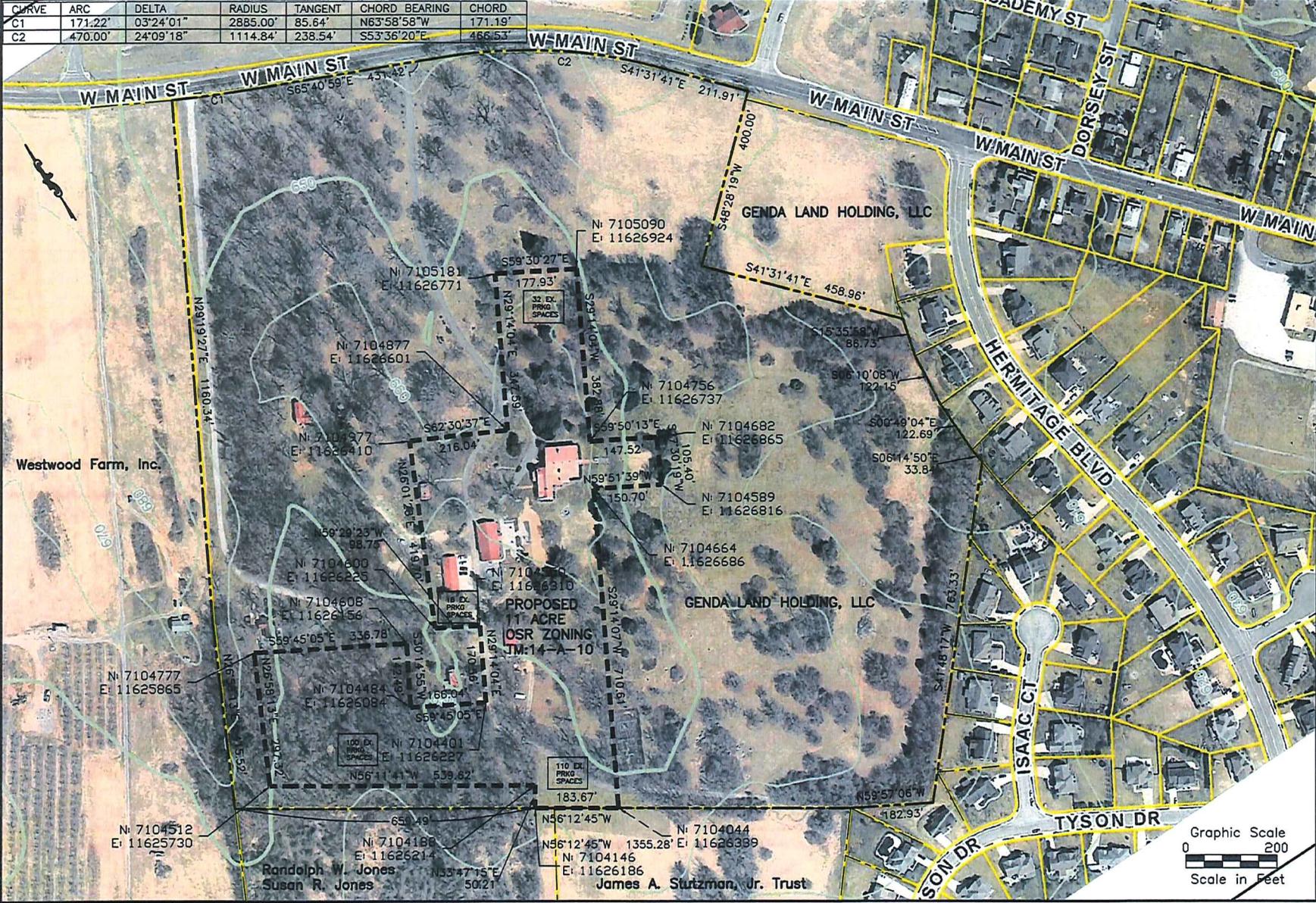
As previously referenced, staff has recommended that the OSR be extended to the property lines (Byrd to the west and Jones to the south) as the proposed condition presents several problems including unusable property for future development (e.g., roads, access, and construction of dwelling units) in the DR-2 district and difficulty with zoning enforcement for country inn uses outside of the permitted OSR zoning district.

Adjacent properties are zoned Agricultural/Open Space/Conservation (AOC) including Westwood Farm and parcels owned by Stutzman and Jones; Detached Residential -(DR-4) including Clarke County High School; and R-1 Residential (R-1) which includes the Hermitage subdivision.

Recommendation

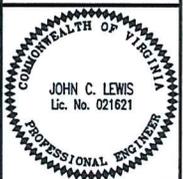
Approve as presented. A motion follows this staff report.

| CURVE | ARC | DELTA | RADIUS | TANGENT | CHORD BEARING | CHORD |
|-------|---------|-----------|----------|---------|---------------|---------|
| C1 | 171.22' | 03°24'01" | 2885.00' | 85.64' | N63°58'58"W | 171.19' |
| C2 | 470.00' | 24°09'18" | 1114.84' | 238.54' | S53°36'20"E | 466.53' |



PROJECT:
ROSEMONT MANOR
OPEN SPACE RESIDENTIAL OVERLAY
TM# 14-A-10
TOWN OF BERRYVILLE, VIRGINIA

PAINTER-LEWIS, P.L.C.
 817 Cedar Creek Grade, Suite 120
 Winchester, Virginia 22601
 Telephone (540)662-5792
 Facsimile (540)662-5793
 Email office@painterlewis.com



| | |
|-----------|----------|
| SURVEY: | C.I.: |
| N/A | N/A |
| DRAWN BY: | JOB NO.: |
| P-L | 1702006 |
| SCALE: | DATE: |
| SHOWN | 02/10/17 |
| SHEET: | 1/1 |



Metes and Bounds
Proposed Open Space Residential Zoning Area
Genda Land Holdings, LLC
Rosemont Manor
Berryville, Virginia
TM:14-A-10

Beginning at a point in the north boundary line of Randolph W. Jones and Susan R. Jones, said point being, S 56° 12' 45" E, 659.49 feet from a point in the east line of Westwood Farm, Inc.;

Thence leaving the said line of Randolph W. Jones and Susan R. Jones and running through the land of Genda Land Holdings, LLC the following Seventeen (17) courses and distances:

Thence N 33° 47' 15" E, 50.21 feet; Thence N 56° 11' 41" W, 539.62 feet;

Thence N 26° 58' 13" E, 297.32 feet; Thence S 59° 45' 05" E, 336.78 feet;

Thence S 30° 14' 55" W, 142.49 feet; Thence S 59° 45' 05" E, 166.04 feet;

Thence N 29° 14' 04" E, 170.56 feet; Thence N 59° 29' 23" W, 98.75 feet;

Thence N 26° 01' 28" E, 419.70 feet; Thence S 62° 30' 37" E, 216.04 feet;

Thence N 29° 14' 04" E, 347.59 feet; Thence S 59° 30' 27" E, 177.93 feet;

Thence S 29° 14' 04" W, 382.88 feet; Thence S 59° 50' 13" E, 147.52 feet;

Thence S 27° 30' 19" W, 105.40 feet; Thence N 59° 51' 39" W, 150.70 feet;

Thence S 29° 14' 07" W, 710.61 feet to a point in the line of James A. Stutzman, Jr. Trust;

Thence running with the line of said James A. Stutzman, Jr. Trust and the aforementioned line of Randolph W. Jones and Susan R. Jones, N 56° 12' 45" W, 183.67 feet to the beginning.

Containing 11.000 Acres

BERRYVILLE TOWN COUNCIL

MOTION FOR APPROVAL OF REZONING RZ 01-17

Date: May 9, 2017

Motion By:

Second By:

I move that the Council of the Town of Berryville approve the rezoning request as identified on the attached exhibit, increasing the Open Space Residential (OSR) zoning district by 1.0 acre on the parcel identified as Tax Map Parcel number 14-((A))-10.

VOTE:

Aye:

Nay:

Absent:

ATTEST:

Harry Lee Arnold, Jr., Recorder

BERRYVILLE TOWN COUNCIL
Public Hearing – Zoning Map Amendment
May 9, 2017

An amendment to the Zoning Map of the Town of Berryville reconfiguring the zoning of one parcel on Rosemont Manor Lane to include additional Open Space Residential (OSR) zoning from Detached Residential-2 (DR-2) zoning.

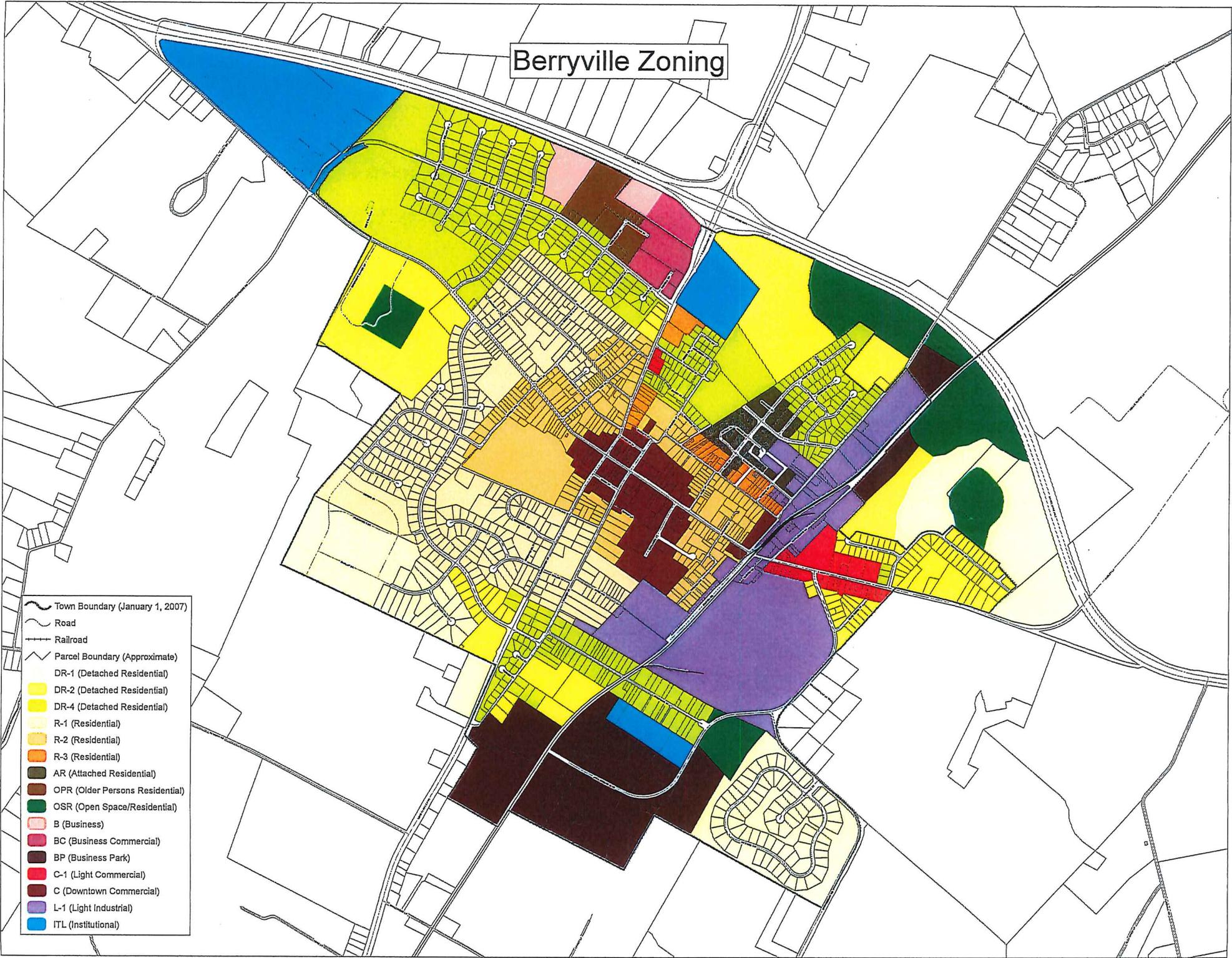
As part of a rezoning request, the Zoning Map must be modified to reflect the change. The official map will be reconfigured after Council approves this and the previous two requests.

The Planning Commission recommended approval of the zoning map as presented.

Recommendation

Approve as presented. A motion follows this report.

Berryville Zoning



- Town Boundary (January 1, 2007)
- Road
- Railroad
- Parcel Boundary (Approximate)
- DR-1 (Detached Residential)
- DR-2 (Detached Residential)
- DR-4 (Detached Residential)
- R-1 (Residential)
- R-2 (Residential)
- R-3 (Residential)
- AR (Attached Residential)
- OPR (Older Persons Residential)
- OSR (Open Space/Residential)
- B (Business)
- BC (Business Commercial)
- BP (Business Park)
- C-1 (Light Commercial)
- C (Downtown Commercial)
- L-1 (Light Industrial)
- ITL (Institutional)

BERRYVILLE TOWN COUNCIL

MOTION FOR APPROVAL OF ZONING MAP AMENDMENT

Date: May 9, 2017

Motion By:

Second By:

I move that the Council of the Town of Berryville approve an amendment to modify the Zoning Map in order to expand the Open Space Residential zoning district on the parcel identified as Tax Map parcel number 14-((A))-10 as reflected on the attached rezoning exhibit.

VOTE:

Aye:

Nay:

Absent:

ATTEST:

Harry Lee Arnold, Jr., Recorder

BERRYVILLE TOWN COUNCIL
Public Hearing – Zoning Map Amendment
May 9, 2017

William Genda, Owner, is requesting authorization to expand Special Use Permit SUP 02-09 uses per Section 503.1(c) of the Berryville Zoning Ordinance in order to increase activities related to the Country Inn use on the parcel identified as Tax Map Parcel number 14-((A))-10 within the Open Space Residential (OSR) Zoning District.

In order to add a proposed events barn on the property referenced above, Council will need to authorize the expansion of the Special Use Permit (SUP 02-09) which was approved in June of 2009.

Section 503 of the Berryville Zoning Ordinance regulates Special Use Permits. Section 503.1(c) states that once a Special Use Permit is granted by Council, the use shall not be enlarged, extended, increased in intensity or relocated unless authorized by the Town Council.

Mr. Genda will be required to submit a Site Plan for review and approval by the Berryville Planning Commission in order to construct an events barn.

Conditions of the approval of SUP 02-09 are as follows:

1. All activities associated with the approved Special Use Permit shall be contained within the Open Space Residential (OSR) zoning district;
2. No outside/event related activities may occur between the hours of 11:00pm and 8:00am;
3. The removal of any mud or debris from vehicles existing the parcel shall be cleaned from the public right-of-way on West Main Street per regulations established in the Virginia Erosion and Sediment Control Handbook;
4. The parking area designated for special events shall not be paved;
5. There shall be no access provided for Special Permit uses from Tyson Drive;
6. Final approval contingent upon Virginia Department of Transportation approval of the site entrance; and
7. Any screening plants in place on the site at the time of this approval shall only be removed if necessitated by plant death or disease. Replacement of screening plant material shall be planted to replace those removed in a timely manner.

The approval letter for SUP 02-09 and Section 503 of the Berryville Zoning Ordinance are included in this packet.

Recommendation

Approve as presented. A motion follows this report.

Town of Berryville
Berryville-Clarke County
Government Center
101 Chalmers Court Suite A
Berryville, VA 22611



[T] 540/955-1099
[R] 540/955-4524
[E] info@berryvilleva.gov

www.berryvilleva.gov

June 11, 2009

Mr. Chip Schutte
Post Office Box 324
Millwood, Virginia 22646

Dear Chip:

The Berryville Town Council, at their June 9, 2009 meeting, voted to approve the following requests:

The Planning Commission of the Town of Berryville will hold a rezoning public hearing regarding the Rosemont property, Tax Map Parcel 14-A-10, zoned Detached Residential-2 (DR-2) and Open Space Residential (OSR), to clarify and establish the boundaries of the ten (10) acre portion of the property zoned OSR. RZ 01-09

Charles (Chip) Schutte, Agent, is requesting sponsorship of a text amendment to the Town of Berryville Zoning Ordinance in Article VI, establishing Section 601.3(g) allowing "country inn" as a use by Special Permit in the Open Space Residential (OSR) Zoning District. TA 02-09

Charles (Chip) Schutte, Agent, is requesting sponsorship of a text amendment to the Town of Berryville Zoning Ordinance in Article I, Section 102, establishing a definition for "country inn". TA 03-09

Charles (Chip) Schutte, Agent, is requesting sponsorship of a text amendment to the Town of Berryville Zoning Ordinance in Article III, establishing Section 307.3(g) defining signage allowances for commercial uses under an approved Special Use Permit in the Open Space Residential (OSR) zoning district. TA 04-09

Charles (Chip) Schutte, Agent, is requesting approval of a Special Use Permit in order to operate a Country Inn on the Rosemont parcel located at 16 Rosemont Manor Lane, identified as Tax Map Parcel number 14-A-10 on the portion zoned Open Space Residential (OSR). SUP 02-09

(continued)

Wilson Kirby
Mayor

Harry Lee Arnold, Jr.
Recorder

Council Members

Lawrence Russell, III
Ward 1

H. Allen Kitzelman, III
Ward 2

Mary L. Daniel
Ward 3

Gail Smith
Ward 4

Keith R. Dalton
Town Manager

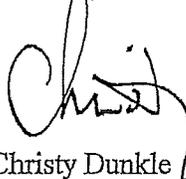
The Special Use Permit was approved with the following conditions:

1. All activities associated with the approved Special Use Permit shall be contained within the Open Space Residential (OSR) zoning district;
2. No outside/event related activities may occur between the hours of 11:00pm and 8:00am;
3. The removal of any mud or debris from vehicles exiting the parcel shall be cleaned from the public right-of-way on West Main Street per regulations established in the *Virginia Erosion and Sediment Control Handbook*;
4. The parking area designated for special events shall not be paved;
5. There shall be no access provided for the Special Permit use from Tyson Drive;
6. Final approval contingent upon Virginia Department of Transportation approval of the site entrance (letter attached); and
7. Any screening plants in place on the site at the time of this approval shall only be removed if necessitated by plant death or disease. Replacement of screening plant material shall be planted to replace those removed in a timely manner.

Per Section 503.3 of the Town of Berryville Zoning Ordinance, any authorized activities approved with the Special Use Permit shall be established within two years of the approval date.

If I can be of further assistance, please contact me at planner@berryvilleva.gov or 955-4081.

Sincerely,



Christy Dunkle
Assistant Town Manager

Cc: Wilson Kirby, Mayor
Harold Rohde, Chair, Berryville Planning Commission
Keith Dalton, Town Manager
Bobby Boyce, VDOT
William Genda (via e-mail)
Sue and Randy Jones

Enc./1



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

LURAY RESIDENCY

P.O. BOX 308

LURAY, VIRGINIA 22835

June 10, 2009

David S. Ekern, PE
COMMISSIONER

Ms. Christy Dunkle
Town of Berryville
101 Chalmers Court, Suite A
Berryville, Virginia 22611

Jeffery A. Lineberry, PE
RESIDENT ENGINEER
TEL (540) 743-6585
FAX (540) 743-7249

REF: Rosemont Inn
Route 7 – Town of Berryville

Dear Ms. Dunkle,

We have reviewed the existing entrances for the above referenced rezoning and we have no overall objections. However, neither of the existing entrances meet the State's minimum entrance design requirements. The "main" entrance to this facility also does not satisfy the minimum sight distance requirements.

Any of the two entrances which are proposed to remain open must be upgraded to meet the current edition of VDOT's *Minimum Standards of Entrances to State Highways* for both geometry and sight distance. The minimum sight distance required for an entrance at this location is 390'. Currently, the sight distance at the "main" entrance is limited to 200' to the east and 190' to the west. In order to obtain the minimum required sight distance the existing rock wall and slope will need to be removed.

The applicant will need to obtain a Land Use Permit to perform work within the State's right-of-way. The permit is issued through this office and will require an engineered plan, surety (bond), and fee to cover the cost of processing and inspection.

If you have any questions, need further information, or would like to meet and discuss our comments, please give me a call at (540) 743-6585.

Sincerely,

Arthur R. Boyce, III

Arthur R. Boyce, III
Land Development Manager

ARB/arb
cc: File

Section 502 – Certificate of Occupancy

- 502.2** Prior to the issuance of a Certificate of Occupancy for a new structure, the Zoning Administrator will verify that all property corners have been set with permanent markers by a land surveyor licensed under the laws of the Commonwealth of Virginia. **(11/00)**
- 502.3** In addition to any other requirements for the issuance of a Certificate of Occupancy, a Certificate of Occupancy for a structure will not be issued unless (1) the structure is served by public water and sewer, (2) required curb and gutter and sidewalks are in place on the lot on which the structure is located and in place between said lot and an existing publicly maintained street, (3) a functional fire hydrant is located within three hundred (300) feet of the lot on which the structure is located, and (4) the lot on which the structure is located fronts on an existing publicly maintained street or street meeting Town requirements for a publicly maintained street. **(8/01)**
- 502.4** In addition to any other requirements for the issuance of a Certificate of Occupancy, after issuance of certificates of occupancy for structures on eighty percent (80%) of the lots in a section of a subdivision, a Certificate of Occupancy for a structure in the section will not be issued unless all public improvements in the section have been completed to Town requirements and all streets have been accepted for maintenance by the Virginia Department of Transportation (VDOT), or a complete application for acceptance thereof has been filed with VDOT. **(8/01)**
- 502.5** Upon written application, delayed installation of public improvements described in 502.3 and 502.4 may be considered by the Zoning Administrator. Approval of the application shall only be granted by the Zoning Administrator after consultation with the respective departments or agencies charged with the inspection, acceptance, and maintenance of the improvements, and only upon a further finding that the delayed installation will not be detrimental to the safety and welfare of the residents in the subdivision and the public. A written request for such delayed installation shall set forth the specific improvements sought to be delayed, the justification for the delay, and a committed date for completion of the improvements. A fifty-dollar (\$50.00) fee shall be paid with the request. If the Zoning Administrator approves the application for delayed installation of public improvements, the approval shall be subject to the applicant executing an agreement to hold harmless the town for any loss or liability occasioned by the lack of the improvements delayed. **(8/01)**

SECTION 503 - SPECIAL USE PERMIT

503.1 PROVISIONS FOR SPECIAL USE PERMITS

- (a) In consideration of an application filed with the Zoning Administrator, the Council may, after a public hearing, authorize the establishment of those uses that are expressly listed as Special Permit uses in a particular zoning district.
- (b) In addition to all applicable conditions and requirements of this Ordinance, the Council may impose any conditions deemed appropriate in the public interest to secure compliance with the provisions of this Ordinance.
- (c) Once a Special Use Permit is granted, the use shall not be enlarged, extended, increased in intensity or relocated unless authorized by the Council.

Section 503 – Special Use Permit

- (d) Whenever a Special Use Permit is granted by the Council, the authorized activities shall be established within two (2) years of the date of approval with an extension of one (1) additional year with Council approval, or such Special Use Permit shall expire without notice. **(4/08)**
- (e) Should the owner or operator of the use covered by the Special Permit fail to observe all requirements of law with respect to the maintenance and conduct of the use and all permit conditions, the Council may, after due notice to permit holder and a public hearing, revoke the Special Use Permit.

503.2 APPLICATIONS

An application for a Special Use Permit may be submitted by the property owner of record, tenant, or contractor owner.

503.3 APPLICATION REQUIREMENTS

Applications for Special Use Permits shall be accompanied by seven (7) copies of the following items:

- (a) Letter of request, signed by property owner and applicant, outlining complete details of special use desired.
- (b) Site development plan.
- (c) Floor plan, front, side, and rear elevations of proposed new buildings.
- (d) Certified house location plat.
- (e) Information deemed necessary by the Zoning Administrator.
- (f) Applicable filing fee.

503.4 APPLICATION PROCEDURE

- (a) Application submitted to Zoning Administrator, which shall be referred to the Planning Commission for recommendation, and a public hearing shall be scheduled by the Town Council.
- (b) Review by the Planning Commission (public hearing if desired) and recommendation to Town Council.
- (c) Public hearing by Town Council.
- (d) Town Council action (In acting upon the application, the Town Council shall consider the following, among other relevant factors):
 - 1. The health, safety, and welfare of the general public.
 - 2. Physical and visual impact on adjoining and abutting properties.
 - 3. Adequate utilities, drainage, parking, and other necessary facilities to serve the proposed use.
 - 4. Compliance with the adopted master plan.
 - 5. Environmental compatibility.
 - 6. Community sentiment.
- (e) Applicant to be notified by Zoning Administrator of Town Council action.

BERRYVILLE TOWN COUNCIL

**MOTION FOR APPROVAL OF EXPANSION OF COUNTRY INN USE
FOR SPECIAL USE PERMIT (SUP 02-09)**

Date: May 9, 2017

Motion By:

Second By:

I move that the Council of the Town of Berryville approve the expansion of special permit uses under SUP 02-09 in order to expand Country Inn activities within the Open Space Residential (OSR) zoning district on the property identified as Tax Map Parcel number 14-((A))-10. The original conditions set by Council will apply to the expanded uses.

VOTE:

Aye:

Nay:

Absent:

ATTEST:

Harry Lee Arnold, Jr., Recorder

Attachment 3

Proposed amendment to the Schedule of Water and Sewer Fees and Charges

May 9, 2017

This matter was discussed at the April 2017 meeting.

The Council discussed the rate schedule study that has been identified in the draft FY 2018 budget. The Town Council also discussed the concept of amending the schedule to reduce the multi-family per unit rate from 90% of the single-family per unit rate to 80% of the single-family per unit rate.

The Town Council agreed to set a public hearing for the May 9 meeting to receive comment on a proposal to reduce the multi-family per unit rate to 80% of the single-family per unit rate.

April 11, 2017

This matter was discussed at the March 2017 meeting.

The Council addressed such proposals as bonding the full amount of the current fees but allowing the developer to avail himself of the fees established after the rate study is completed, adjusting the multi-family fee to 80% of the single-family fee, and moving forward with a water and sewer fee study. The Council agreed to move forward with a fee study in FY18, capping the cost at \$20,000.

Since the meeting Mr. Arnold contacted staff and asked 1) for information regarding the current availability fees (find attached email dated 3 April 17 and attachments) and 2) for this matter to be placed on the agenda again. *(Please note that this section is from a previous report and this item is not attached as listed)*

March 14, 2017

This matter was discussed at the February 28, 2017 Streets and Utilities Committee meeting. It was also discussed at the March 6, 2017 Town Council Work Session. At the work session, Earl Sutherland of Pennoni provided an overview on availability fee evaluation.

February 14, 2014

The proposed amendment of the Schedule of Water and Sewer Fees and Charges was discussed at the December 13, 2016 and January 10, 2017 regular Town Council meetings as well as the January 3, 2017 and January 24, 2017 Streets and Utilities Committee meetings.

At the January Town Council meeting, the Council directed the Town Manager to consult with the Town's engineer regarding the structure of the Availability Fee Schedule. He was to speak with the engineer in order to gain insight into why the availability fees for multi-family units are structured as they are in the Town's fees schedule.

During the January 24, 2017 Streets and Utilities Committee meeting, Mayor Dickinson expressed concern that an engineer was being consulted on this matter. The Town Manager stated that he believed he was acting in accordance with the wishes of the Town Council and that the discussion in question is limited. Mayor Dickinson stated that this is a matter of philosophy not engineering. She noted that no multi-family development had been built in Berryville since the late 1990's and that fees affect what can be developed. Mr. Tollett stated that during his research he found an approach that should be considered during this discussion. He provided a copy of the Loudoun Water Fee Schedule.

He noted that this structure provides for a focused examination of the usage expected for a particular use and that the fee is based on that examination. Further, Loudoun Water has the authority to review the fee that has been applied to a property and make adjustments (i.e. bill) as needed.

Earl Sutherland, P.E of Pennoni (engineering firm) informed staff that the basic principle behind the structure that Berryville has (you have also reviewed Fairfax Water's ordinance that is structured similarly) is that multi-family units consume approximately 80% of the water consumed by single family units. He noted that the Fredrick County Sanitary Authority has just adopted a new policy concerning availability fees for multi-family dwelling unit projects. Prior to the change, fees were based solely on meter (master) size. The amended fee schedule provides for a fee based on 80% of the fee for a single-family unit multiplied by the number of units in the project. He noted that, in his opinion, the structure using the 80% calculation is a much more equitable way to charge for utility availability and service.

Please find attached fees schedules from the following localities/authorities: *(Please note this section is from a previous report and these items are not attached as listed)*

- Loudoun Water
- Frederick County Sanitary Authority
- Fairfax County Water Authority
- Town of Luray
- Town of Purcellville
- Shenandoah County
- Town of Front Royal
- Town of Lovettsville

These fee schedules are just a sampling of the many fees structures that exist. As you will see, some jurisdictions address multi-family availability fees by charging for each unit at a reduced rate while others apply a meter size approach. Loudoun's approach, which is quite different than the others included in the packet, is more nuanced and complex. With regard to Berryville's current fee schedule, it clear that the multiplier should have been applied to both the water and sewer fees instead of just the water fee.

With regard to Ms. Gibson's question regarding the affect that reducing availability fees would have on the water fund, staff is not in a position to provide an in-depth analysis of the matter. What can be said is that the Town will need to spend over \$1.5 M in water fund capital improvements over the next several years. While some of the work can be paid for by fund reserves, availability fees will be critical to funding the required work. It is safe to say that if availability fees are not collected in sufficient amounts to cover a significant portion of these costs, user fees will have to be increased. Detailed analysis of the matter would require agreement on many assumptions.

Report from 1/24/17 Streets and Utilities Committee Meeting

This matter has come to the fore because of the proposed development of the 120 unit Robert Regan House.

Mayor Dickinson has highlighted her concern about two aspects of the Town's Availability Fees as currently constituted. Mayor Dickinson has pointed out that Section III.A.2.b of the Town of Berryville Schedule of Water and Sewer Fees and Charges (6/24/15) may contain a topographical error. Staff agrees that there is an error in that section and that the unit charge should be the same as the Multi-Family unit charge in Section 3.1. Accordingly, the per unit charge in Section 3.2.b should be \$4,725.

Mayor Dickinson has also expressed concerns about the schedule as it relates to availability fees for Multi-Family uses. Specifically, Section III.A.2.b provides that the water availability fee for multi-family units will be based on the higher of either the amount derived from multiplying the number of units by the per unit charge or the or the amount based on the meter size (Section III.A.2).

As currently constituted (but amended for the typo), the availability fee charge for the Regan House would be:

| | |
|-------|-------------------------|
| Water | \$567,000 (120 x 4,725) |
| Sewer | \$182,000 |
| Total | \$749,000 |

The Streets and Utilities Committee discussed this matter on 3 January. The Committee directed staff to draft an amended schedule eliminating the per unit fee. Please find attached a draft amended schedule for discussion (*Please note that this section is from a previous report and this item is not attached as listed*). If the schedule is amended in this manner the total availability fee charge for the Regan House would be:

| | |
|-------|------------|
| Water | \$ 42,000 |
| Sewer | \$182,000 |
| Total | \$ 224,000 |

The difference between the two approaches is \$525,000 or \$4,375 per unit.

Please find attached: (*Please note this section is from a previous report and these items are not attached as listed*)

- draft amended Town of Berryville Schedule of Water and Sewer Fees and Charges
- correspondence from Alton Echols on this matter
- current City of Fairfax fee schedule (model on which the Town's schedule was written)

Attachment 4

FINANCE AND ADMINISTRATION STAFF REPORT

TO: TOWN COUNCIL
FROM: DESIREE MORELAND, TREASURER
SUBJECT: BUDGET
DATE: 5/2/2017
CC: KEITH DALTON, TOWN MANAGER

A Public Hearing for the proposed FY 17-18 Budget is set for this meeting.

The Budget should be approved and appropriated at the June 13th meeting.

Proposed Budget FY 17-18 Highlights include:

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 8.87%

GENERAL FUND

- Increase in Maintenance & Operational Expenses of 7.61%
- Blight Abatement
- New position in Finance & Administration
- Debt Service reflects a deposit to RDA Debt Service Reserve Fund
- Contingency is 3.78% of the Operating Budget
- General Fund total increase of 4.79%

WATER FUND

- Increase in Maintenance & Operational Expenses of 3.93%
- There is currently no Debt Service in the Water Fund
- Contingency is 4.91 % of the Operating Budget
- Water Fund total increase of 41.26 % due largely to CIP Tank Maintenance

SEWER FUND

- Decrease in Maintenance & Operational Expenses of 3.74%
- Debt service reflects payment to VRA
- Contingency is 4.94% of the Operating Budget
- Sewer Fund total decrease of .49%

FY 17-18 Analysis of Changes

3-20-2017

Revenues

Page 1

- **100-3000000-0000** General Fund Balance Forward increased from \$25,000 to \$75,000

Page 3

- **501-3000000-0000** Water Fund Balance Forward increased from \$450,000 to \$460,000

Page 4

- **502-3000000-0000** Sewer Fund Balance Forward added \$10,000

Expenses

Page 8

- **100-4032200-5699** Contribution to J H Enders increased from \$25,000 to \$30,000
- **100-4032200-8411** Capital Project Reserve added \$10,000

Page 9

- **100-4032300-5699** Professional Services "EMT" decreased from \$50,000 to \$33,000
- **100-4041200-3315** Sidewalk Maintenance added \$50,000

Page 11

- **100-4081500-5695** Town/County Economic Dev added \$5,000

Page 12

- **100-4081500-5696** Economic Development Reserve decreased from \$9,000 to \$2,500
- **100-4081500-5699** DBI Contribution increased from \$18,000 to \$20,000

Page 13

- **100-4094300-5800** General Fund Contingency increased from \$118,261.70 to \$119,761.70

Page 14

- **501-4012222-3146** Utility Rate Study added \$10,000

Page 16

- **502-4012222-3146** Utility Rate Study added \$10,000

Page 18

- Total Budget increase \$70,000
- \$50,000 General Fund
- \$10,000 Water Fund
- \$10,000 Sewer Fund

3/21/2017

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 | \$ - | \$ - | \$ 75,000.00 | \$ 75,000.00 |
| | TOTAL FUND BALANCE | \$ 386,940.00 | \$ - | \$ - | \$ 75,000.00 | \$ 75,000.00 |
| 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 | \$ 2,591,125.00 | \$ 127,875.00 |
| 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 |
| 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 | | \$ - | \$ - | \$ - | \$ - | \$ - |
| 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 | \$ - |
| TOTAL GENERAL FUND REVENUES | | \$ 3,216,358.00 | \$ 3,165,181.00 | \$ 3,356,036.00 | \$ 3,517,008.00 | \$ 160,972.00 |
| WATER FUND | | | | | | |
| FUND BALANCE | | | | | | |
| 501-3000000-0000 | FUND BALANCE | \$ - | \$ - | \$ 70,000.00 | \$ 460,000.00 | \$ 390,000.00 |
| | TOTAL FUND BALANCE | \$ - | \$ - | \$ 70,000.00 | \$ 460,000.00 | \$ 390,000.00 |

| 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 | \$ 1,427,815.00 | \$ 417,115.00 |
| SEWER FUND | | | | | | |
| FUND BALANCE | | | | | | |
| 502-3000000-0000 | FUND BALANCE | \$ - | \$ - | \$ 90,000.00 | \$ 10,000.00 | \$ (80,000.00) |
| | TOTAL FUND BALANCE | \$ - | \$ - | \$ 90,000.00 | \$ 10,000.00 | \$ (80,000.00) |
| 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 | \$ 2,023,820.00 | \$ (9,780.00) |
| | | 230000 | | | | |
| TOTAL REVENUES ALL FUNDS | | \$ 5,641,183.00 | \$ 5,857,531.00 | \$ 6,400,336.00 | \$ 6,968,643.00 | \$ 568,307.00 |

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 | \$ 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 |
|------------------|----------------------------------|--------------------------------|--------------------------------|---------------------------------|------------------------|---------------|
| 100-4012110-3399 | BLIGHT ABATEMENT | | | \$ | 20,000.00 | \$ 20,000.00 |
| 100-4012110-5230 | TELECOMMUNICATIONS | | \$ 600.00 | \$ 600.00 | \$ 600.00 | \$ - |
| 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 |
| 100-4012220-2400 | LIFE INSURANCE | \$ 12,300.00 | \$ 10,785.00 | \$ 11,320.00 | \$ 13,085.00 | \$ 1,765.00 |
| 100-4012220-2600 | UNEMPLOYMENT INSURANCE | \$ 800.00 | \$ 675.00 | \$ 270.00 | \$ 225.00 | \$ (45.00) |
| 100-4012220-2700 | WORKER'S COMPENSATION | \$ 30,000.00 | \$ 24,000.00 | \$ 21,750.00 | \$ 16,000.00 | \$ (5,750.00) |
| 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) |
| 100-4012410-5540 | 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 DEDUCTABLES | \$ 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 |
|-------------------|-----------------------------------|--------------------------------|--------------------------------|---------------------------------|------------------------|----------------|
| | PUBLIC DEFENDER FEES | | | | | |
| 100-4021500-3150 | PUBLIC DEFENDER FEES | \$ 2,000.00 | \$ 2,000.00 | \$ 2,000.00 | \$ 2,000.00 | \$ - |
| | 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 | \$ 30,000.00 | \$ 5,000.00 |
| 100-4032200-5707 | FIRE FUND PROGRAM | \$ 11,187.00 | \$ 14,000.00 | \$ 14,000.00 | \$ 14,000.00 | \$ - |
| 100-4032200-88411 | CAPITAL PROJECT RESERVE | | | | \$ 10,000.00 | \$ 10,000.00 |
| | TOTAL VOLUNTEER FIRE DEPT | \$ 36,187.00 | \$ 39,000.00 | \$ 39,000.00 | \$ 54,000.00 | \$ 15,000.00 |

| 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 | \$ 33,000.00 | \$ (17,000.00) |
| | TOTAL RESCUE SERVICES | \$ 67,920.00 | \$ 67,920.00 | \$ 50,000.00 | \$ 33,000.00 | \$ (17,000.00) |
| | 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 | \$ 50,000.00 | \$ 44,000.00 |
| 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 | \$ 236,025.00 | \$ 36,925.00 |
| | 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 | \$ 500.00 | \$ (500.00) |
| 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 | \$ 44,900.00 | \$ 29,600.00 |
| | BUILDING SERVICES | | | | | |
| 100-4064200-3150 | PROFESSIONAL SERVICES | \$ 1,350.00 | \$ 1,500.00 | \$ 3,000.00 | \$ 4,000.00 | \$ 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 |
|------------------|--------------------------------------|--------------------------------|--------------------------------|---------------------------------|------------------------|--------------|
| 100-4064200-3200 | CONTRACTURAL SERVICES | \$ 15,610.00 | \$ 16,000.00 | \$ 16,650.00 | \$ 16,650.00 | \$ - |
| 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) |
| 100-4081400-5540 | TRAINING | \$ 500.00 | \$ - | \$ 750.00 | \$ 500.00 | \$ (250.00) |
| | TOTAL BOARD OF ZONING APPEALS | \$ 1,000.00 | \$ 500.00 | \$ 1,500.00 | \$ 1,000.00 | \$ (500.00) |
| | 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 | \$ - | \$ - | \$ - | \$ - |
| 100-4081500-5695 | TOWN/COUNTY ECONOMIC DEV | | | \$ - | \$ 5,000.00 | \$ 5,000.00 |

| Account Number | Account Description | Prior Year Budget 2014-2015 | Prior Year Budget 2015-2016 | CURRENT AMENDED 2016-2017 | REQUESTED 2017-2018 | VARIANCE |
|------------------|---|--------------------------------|--------------------------------|---------------------------------|------------------------|----------------|
| 100-4081500-5696 | ECONOMIC DEVELOPMENT RESERVE | | | \$ 9,000.00 | \$ 2,500.00 | \$ (6,500.00) |
| 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 | \$ 20,000.00 | \$ 2,000.00 |
| | TOTAL ECONOMIC DEVELOPMENT | \$ 72,000.00 | \$ 82,000.00 | \$ 40,000.00 | \$ 42,500.00 | \$ 2,500.00 |
| | PLANNING COMMISSION | | | | | |
| 100-4081600-1111 | EXPENSE COMPENSATION | \$ 5,000.00 | \$ 5,000.00 | \$ 5,000.00 | \$ 5,220.00 | \$ 220.00 |
| 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 | \$ 6,470.00 | \$ 220.00 |
| | 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 BD | \$ 250.00 | \$ 500.00 | \$ 500.00 | \$ 500.00 | \$ - |
| | CAPITAL OUTLAY | | | | | |
| 100-4094200-8200 | PW SITE EXPANSION-RESERVE | | | | | |
| 100-4094200-8201 | CHRISTMAS DECORATIONS | | | | | |
| 100-4094200-8225 | COMPUTER REPLACEMENT | \$ 4,000.00 | \$ 4,000.00 | \$ 4,000.00 | \$ 5,000.00 | \$ 1,000.00 |
| 100-4094200-8231 | POLICE CRUISER | \$ - | \$ - | \$ 43,530.00 | \$ 50,200.00 | \$ 6,670.00 |
| 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 | | \$ | \$ - |
| 100-4094200-8500 | PPTRA RESERVE | \$ - | \$ 10,000.00 | \$ 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 | \$ 102,200.00 | \$ 5,420.00 |
| | CONTINGENCY | | | | | |
| 100-4094300-5800 | CONTINGENCY (3.78%) | \$ 213,976.00 | \$ 85,560.00 | \$ 186,838.00 | \$ 119,761.70 | \$ (67,076.30) |
| | TOTAL CONTINGENCY | \$ 213,976.00 | \$ 85,560.00 | \$ 186,838.00 | \$ 119,761.70 | \$ (67,076.30) |
| | 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 | \$ 3,162,435.00 | \$ 223,644.00 |
| | TOTAL GENERAL FUND CONTINGENCY | \$ 213,976.00 | \$ 85,560.00 | \$ 186,838.00 | \$ 119,761.70 | \$ (67,076.30) |
| | TOTAL GENERAL FUND CAP OUTLAY | \$ 76,045.00 | \$ 94,118.00 | \$ 96,780.00 | \$ 102,200.00 | \$ 5,420.00 |
| | 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 | \$ 3,517,008.00 | \$ 160,972.00 |

WATER FUND

| 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 | | CURRENT AMENDED | | REQUESTED | VARIANCE |
|------------------|---------------------------------------|-------------------|---------------|-----------------|---------------|---------------|----------|
| | | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | | |
| 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) | |
| 501-4012222-3146 | UTILITY RATE STUDY | | | | \$ 10,000.00 | \$ 10,000.00 | |
| 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 | \$ 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 | \$ 500.00 | \$ (500.00) | |
| 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 | \$ - | |
| 501-4012222-6019 | SAFETY EQUIPMENT | \$ 2,000.00 | \$ 2,000.00 | \$ 2,000.00 | \$ 2,000.00 | \$ - | |
| 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 | \$ 393,600.00 | \$ 4,050.00 | |
| | 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 | |

| Account Number | Account Description | Prior Year Budget | | CURRENT AMENDED | | REQUESTED | VARIANCE |
|------------------|---------------------------------------|-------------------|---------------|-----------------|-----------------|----------------|----------|
| | | 2014-2015 | 2015-2016 | 2016-2017 | 2017-2018 | | |
| 501-4012224-6007 | MATERIALS & SUPPLIES | \$ 11,875.00 | \$ 11,875.00 | \$ 11,875.00 | \$ 30,000.00 | \$ 18,125.00 | |
| 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 | \$ 85,795.00 | \$ 50,995.00 | |
| 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 | |
| | TOTAL CAPITAL OUTLAY | \$ 139,110.00 | \$ 208,000.00 | \$ 306,800.00 | \$ 687,045.00 | \$ 380,245.00 | |
| | CONTINGENCY | | | | | | |
| 501-4094300-5800 | CONTINGENCY (4.91%) | \$ 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 | \$ 706,045.00 | \$ 26,745.00 | |
| | 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 | \$ 687,045.00 | \$ 380,245.00 | |
| | TOTAL WATER FUND EXPENSES | \$ 816,975.00 | \$ 889,750.00 | \$ 1,010,700.00 | \$ 1,427,815.00 | \$ 417,115.00 | |

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 | REQUSTED | | VARIANCE |
|------------------|---------------------------------------|-------------------|---------------|----------------------|---------------|----------------|----------|
| | | 2014-2015 | 2015-2016 | AMENDED 2016-2017 | 2017-2018 | 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 | \$ - | |
| 502-4012222-3146 | UTILITY RATE STUDY | | | | \$ 10,000.00 | \$ 10,000.00 | |
| 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 | \$ 673,520.00 | \$ (29,480.00) | |
| | 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 | \$ - | |

| Account Number | Account Description | Prior Year Budget 2014-2015 | Prior Year Budget 2015-2016 | CURRENT AMENDED 2016-2017 | REQUESTED 2017-2018 | VARIANCE |
|------------------|---------------------------------------|--------------------------------|--------------------------------|---------------------------------|------------------------|----------------|
| 502-4012224-6007 | MATERIALS & SUPPLIES | \$ 6,080.00 | \$ 6,080.00 | \$ 6,080.00 | \$ 2,500.00 | \$ (3,580.00) |
| 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 (4.94%) | \$ 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 | \$ - |

| 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 OPERATIONAL | \$ 942,100.00 | \$ 970,465.00 | \$ 977,495.00 | \$ 941,020.00 | \$ (36,475.00) |
| | 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 | \$ 2,023,820.00 | \$ (9,780.00) |
| | TOTAL EXPENSES ALL FUNDS | \$ 5,641,183.00 | \$ 5,857,531.00 | \$ 6,400,336.00 | \$ 6,968,643.00 | \$ 568,307.00 |

Attachment 5

MINUTES
BERRYVILLE TOWN COUNCIL
Berryville-Clarke County Government Center
Regular Meeting
April 11, 2017
7:30 p.m.

Town Council: Present-Patricia Dickinson, Mayor; Harry Lee Arnold, Jr., Recorder; Donna Marie McDonald; Allen Kitselman; Erecka Gibson; David Tollett

Staff: Keith Dalton, Town Manager; Christy Dunkle, Assistant Town Manager/Planner; Desiree Moreland, Assistant Town Manager/Treasurer; Neal White, Chief of Police; Ann Phillips, Town Clerk

Press: Cathy Kuehner

1. Call to Order

Mayor Dickinson called the meeting to order at 7:31 p.m.

2. Pledge of Allegiance

3. Approval of Agenda

On motion of Council member Tollett, seconded by Council member Kitselman, the agenda was approved unanimously with two additions.

4. Public Hearing

A. *Proposed Tax Rates for 2017*

The public hearing speakers were:

Alton Echols, Town resident, provided a handout to the Clerk and spoke to the Council about avoiding a tax increase in the future to fund the sewer loan debt. He said the Council needs to do an analysis of water and sewer connection fees.

The public hearing was closed.

- B. *The Berryville Planning Commission has initiated the repeal of the Town of Berryville Stormwater Management Ordinance in order to comply with recent changes to the Stormwater Management Act (Code of Virginia §62.1-44.15:24 et seq.) which allows only localities that are Virginia Stormwater Management Program (VSMP) authorities to adopt stormwater ordinances that are more stringent than State requirements. The Town of Berryville has chosen to opt-out of operating a local VSMP. The proposed amendment also avoids duplicitous local regulation of stormwater management by allowing the Virginia Department of Environmental Quality (DEQ) to serve as the sole regulatory authority for stormwater management in the Town of Berryville. TA 01-17*

There were no speakers and the public hearing was closed.

5. Approval of Minutes

The minutes of the Town Council meeting of March 20, 2017, were approved unanimously on a motion by Council member Tollett and seconded by Recorder Arnold. The minutes of the Town Council work session meeting of March 20, 2017, were approved unanimously on a motion by Council member Tollett and seconded by Council member Kitselman.

6. Citizens' Forum

The speakers were as follows:

Christina Kraybill, representing Berryville Main Street, highlighted the organization's spring and summer activities.

Tia Walbridge introduced herself as a candidate for the Virginia House of Delegates in the 33rd District.

Mayor Dickinson requested that a prepared statement for the Citizens' Forum from resident Dan Garrett be entered into the record in Mr. Garrett's absence.

7. Report of Patricia Dickinson, Mayor

Mayor Dickinson said it was brought to her attention that a town resident is circulating a petition in the Darbybrook subdivision. She said she did not know what is on the petition or how it was being represented. She said she has been told that residents are under the impression that she endorses this effort, and that this is incorrect. She said information on the matter is being gathered so that appropriate action can be taken.

8. Report of Harry Lee Arnold, Jr, Recorder

Recorder Arnold had nothing to report.

9. Report of Christy Dunkle, Asst. Town Manager for Community Development

Ms. Dunkle explained the repeal of the Stormwater Ordinance. Mayor Dickinson asked if there were any financial effects of the repeal, and Ms. Dunkle said there were not. **Recorder Arnold moved that the Council of the Town of Berryville adopt the attached ordinance repealing the Berryville Stormwater Management Ordinance in order for the Virginia Department of Environmental Quality to be the sole regulatory authority for stormwater management in the Town of Berryville. Council member Kitselman seconded the motion which carried as follows:**

| | |
|-----------------|---|
| Aye: | McDonald, Kitselman, Gibson, Tollett, Arnold |
| Nay: | None |
| Abstain: | Dickinson |
| Absent: | None |

AN ORDINANCE REPEALING THE
TOWN OF BERRYVILLE STORMWATER MANAGEMENT ORDINANCE

BE IT ORDAINED, by the Council of the Town of Berryville, that the Town of Berryville Stormwater Management Ordinance is repealed in order to the Virginia Department of Environmental Quality to be the sole regulatory authority for stormwater management in the Town of Berryville.

SIGNED: _____
Patricia Dickinson, Mayor

Attest: _____
Harry Lee Arnold, Jr., Recorder

+ + + + + + + + + + +

By consensus, the Council set public hearings as requested by William Genda, owner of Historic Rosemont Manor, for the May 9, 2017 Town Council meeting.

Ms. Dunkle said Kimley-Horn and Associates is requesting approval of the bond amounts for the McDonald’s site plan on the parcel located at 420 McNeil Drive. **Recorder Arnold moved that the Council of the Town of Berryville approve the request to set the following bonds for the McDonald’s development located at 420 McNeil Drive and identified as Tax Map Parcel number 14-((5))-251F as follows:**

| | |
|--------------------------------------|----------------------|
| Public Improvements: | \$ 138,083.13 |
| Erosion and Sediment Control: | \$ 11,682.00 |

Council member Kitselman seconded the motion which carried as follows:

| | |
|-----------------|---|
| Aye: | McDonald, Kitselman, Gibson, Tollett, Arnold |
| Nay: | None |
| Abstain: | Dickinson |
| Absent: | None |

Ms. Dunkle noted that the Berryville Main Street Cruise In is planned for August 26, 2017. She said the event was well attended last year, and this year they are requesting closure of Main Street, a portion of Church Street, and the use of Hogan’s Alley on West Main Street. By consensus, the Council agreed to the request.

Ms. Dunkle provided an update on the activities of the Planning Commission, the Berryville Area Development Authority, the BZA and the ARB.

10. Report of Keith Dalton, Town Manager
Mr. Dalton had nothing to report.

11. Report of Erecka Gibson - Chair, Budget and Finance Committee
The minutes of the March 28, 2017, meeting were approved.

Council member Gibson moved that the Council of the Town of Berryville adopt the attached Ordinance setting the tax levies for tax year 2017 amending the Code of the Town of Berryville, Chapter 16- Taxation, Article I – In General, Section 16-1 Annual Tax Assessments; valuation of property. Council member Kitselman seconded the motion which carried as follows:

| | |
|-----------------|---|
| Aye: | McDonald, Kitselman, Gibson, Tollett, Arnold |
| Nay: | None |
| Abstain: | Dickinson |
| Absent: | None |

TOWN OF BERRYVILLE
TOWN COUNCIL
AN ORDINANCE SETTING TAX LEVIES FOR TAX YEAR 2017

BE IT ORDAINED, by the Council of the Town of Berryville, Virginia, that for the tax year 2017 there is hereby levied:

- (1) A tax of \$.19 per \$100 assessed valuation on all real estate located within the Town of Berryville, such levy being also applicable to the real estate and tangible personal property of public service corporations;
- (2) A tax rate of \$1.25 per \$100 assessed valuation on all taxable, tangible personal property, except machinery and tools, located in the Town of Berryville;
- (3) A tax rate of \$1.30 per \$100 assessed valuation on tangible machinery and tools located in the Town of Berryville.

All tax levies shall be due and payable pursuant to the Code of the Town of Berryville, Chapter 16, Article I, Section 16-3.

SIGNED: _____
Patricia Dickinson, Mayor

ATTEST: _____
Harry Lee Arnold, Jr., Recorder

+ + + + + + + + + + +

Council member Gibson moved that the Council of the Town of Berryville adopt the attached Resolution providing for the implementation of the 2004-2005 changes to the Personal Property Tax Relief Act of 1998 for the tax year 2017. Council member Kitselman seconded the motion which carried as follows:

| | |
|-----------------|---|
| Aye: | McDonald, Kitselman, Gibson, Tollett, Arnold |
| Nay: | None |
| Abstain: | Dickinson |
| Absent: | None |

Town of Berryville
Resolution
To Provide for the Implementation of the 2004-2005
Changes to the Personal Property Tax Relief Act of 1998
For the Tax Year 2017

WHEREAS, the Personal Property Tax Relief Act of 1998, Va. Code § 58.1-3523 et seq. (“PPTRA”), has been substantially modified by the enactment of Chapter 1 of the Acts of Assembly, 2004 Special Session I (Senate Bill 505) and the provisions of Item 503 of Chapter 951 of the 2005 Acts of Assembly, being the 2005 revisions to the 2004-2006 Appropriations Act (“the 2005 Appropriations Act”); and

WHEREAS, the legislative enactments require the Town to take affirmative steps to provide for the computation and allocation of relief provided pursuant to the PPTRA as revised; and

WHEREAS, these legislative enactments provide for the Town of a fixed sum to be used exclusively for the provision of tax relief to owners of qualifying personal use vehicles that are subject to local personal property tax on such vehicles.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Berryville in accordance with the requirements set forth in Va. Code § 58.1-3524(C) (2) and § 58.1-3912(E), as amended by Chapter 1 of the 2005 Acts of Assembly (2004 Special Session 1) and as set forth in Item 503 of the 2005 Appropriations Act, that any qualifying vehicle having situs within the Town during the tax year which begins on January 1, 2017, shall receive personal property tax relief in the following manner:

1. Personal use vehicles valued at less than \$1,000 will be eligible of 100 percentage of tax relief set by the Town Council during its annual budget deliberations.
2. Personal use vehicles valued between \$1,001 and \$20,000 will be eligible for 70 percentage of tax relief set by the Town Council during its annual budget deliberations.
3. Personal use vehicles valued at \$20,001 or more will be eligible for 70 percentage of tax relief on the first \$20,000 of assessed value set by the Town Council during its annual budget deliberations.
4. All other vehicles which do not meet the definition of “qualifying” (business use vehicles, farm use vehicles, motor homes, etc.) will not be eligible for personal property tax relief under PPTRA.

PASSED THIS 11th DAY OF APRIL 2017.

Patricia Dickinson, Mayor

ATTEST:

Harry L. Arnold, Jr., Recorder

+ + + + +

By consensus, the Council set a public hearing on the budget for the May 9, 2017, meeting.

12. Report of Donna McDonald - Chair, Community Improvements Committee
Council member McDonald said the Committee will meet on April 24, 2017. She reiterated the Mayor’s comments that the resident circulating the petition in Darbybrook is not doing so with her approval.

13. Report of David Tollett – Police and Security Committee
Council member Tollett said the next Committee meeting will be on April 27, 2017.

Council member Tollett moved that the Council of the Town of Berryville adopt the attached ordinance amending Section 10 of the Code of the Town of Berryville with the addition of Se. 10-5.1. Electronic summons system fee; imposition; amount; administration. Council member Kitselman seconded the motion.

Mr. Dalton noted that passing this motion will mean that the system must be implemented within one year, and that he and Chief White agree that it is the time to move to the e-citation system. Chief White noted that the fees are already being collected by Clarke County, and the motion will not cause any additional costs to those paying fines. **The motion carried as follows:**

Aye: McDonald, Kitselman, Gibson, Tollett, Arnold
Nay: None
Abstain: Dickinson
Absent: None

Town of Berryville
An Ordinance Amending Section 10 of the Berryville Code

BE IT ORDAINED, by the Council of the Town of Berryville, that Chapter 10 of the Berryville Code shall be amended as follows (**in bold**):

Sec. 10-5.1. Electronic summons system fee; imposition; amount; administration.

- (a) In addition to any other fee or cost prescribed by law, as part of the costs assessed in each criminal or traffic case in the Clarke County District or Circuit Courts, there shall be imposed an electronic summons system fee of five dollars (\$5.00) on any defendant who is convicted of a violation of any statute or ordinance within the Town of Berryville. The fee shall be collected by the clerk of the court in which the action is filed, and remitted to the Treasurer of the Town of Berryville to be held for appropriation by the Town Council in accordance with § 17.1-279.1 Code of Virginia (1950) as amended.
- (b) The electronic summons system assessment and interest derived shall be held separate outside of the general fund and shall not revert to the general fund at the end of the fiscal year.
- (c) The retained assessment and any interest shall be used solely to fund software, hardware, and associated equipment costs necessary for the implementation and maintenance of an electronic summons system in accordance with the record keeping and reporting requirements formulated by the Supreme Court of the Commonwealth of Virginia.

Patricia Dickinson, Mayor

ATTEST:

Harry L. Arnold, Jr., Recorder

+ + + + + + + + + + + +

14. Report of Patricia Dickinson – Chair, Streets and Utilities Committee

The minutes of the Committee meeting of March 28, 2017, were approved.

Mayor Dickinson said there had been an appeal for relief of the water bill expenses following a leak at 121 Academy Street. She said the policy calls for one adjustment per year per account, and it has not been a year since this account last received an adjustment. She said the Streets and Utilities Committee recommends that the request be denied. **Council member Tollett moved that the Council of the Town of Berryville deny the request for relief on the water bill. Council member McDonald seconded the motion which carried as follows:**

Aye: McDonald, Kitselman, Gibson, Tollett, Arnold
Nay: None
Abstain: Dickinson
Absent: None

Council member McDonald said with regard to the current rate of 90% of water availability fees for multifamily homes and with the information received from Mr. Sutherland, the Town's engineer at Pennoni, and there being no documentation of the current rate, she moved that the multifamily home rate be changed to 80%. Council member Tollett seconded the motion. Council member Kitselman said that in order to make this change, the Council would have to hold a public hearing. Mayor Dickinson asked Mr. Dalton whether a public hearing was necessary, and he replied that a hearing was necessary.

Council member Kitselman said he was deeply disturbed at the appearance that a developer was involved in the Council's decisions. Council member McDonald said her motion is not about the developer. Council member Kitselman said it is obvious that the intent is to help the senior housing project. He asked the Council to step back and think about the job they are supposed to be doing. He said he is deeply disappointed in the actions of the Council.

Council member Gibson said she does not think the Council took the steps in the right order to approve the senior housing project. She said other jurisdictions use the 80% figure, and the Town uses 90% but does not have an explanation of why the figure is 90%. She said if the availability fee schedule is studied, it will probably call for the figure to be 80% of both water and sewer, and the rates will probably go up.

Council member Kitselman asked why the number would be change from 90% to 80% without an analysis. He said Mr. Sutherland said most places use 80%, but not that the rate should definitely be 80%. He said making a motion out of the blue at a Council meeting to get a project by a developer through the Council is dirty pool. He urged the Council to step back and think about the precedents being set.

Council member Gibson said she is in favor of a study of the availability fees, but she cannot understand why the figure is 90%. Council member Kitselman said the developer knew the costs going into the project and now after all the dispensations the Council has given, is coming back asking for more.

Council member McDonald asked why the 90% figure is correct. She said the number should be documented. She said she is not in anyone's pocket. She said she is tired of the stalling of everything, and of the reference to new Council members.

Council member Gibson agrees that the developer should not come back after the fact to ask for the number to be changed.

Council member Kitselman said the process should be followed if the rates are to be changed.

Recorder Arnold said the Berryville Area Plan had been changed, the Council gave away the special use permit process, the Council gave in on the proffers, the Streets and Utilities Committee wanted to give away \$500,000, and then said they would study the fee schedule. He said his reason for adding the topic to the agenda was to ask the status of the study on the fee schedule. Recorder Arnold said the motion is out of order, and a public hearing should be set. He said any time fees or tax rates are changed the public should weigh in on the matter.

The Mayor asked for a motion to amend or that the motion be withdrawn. Council member McDonald said she wished to leave the motion standing. Mr. Dalton said a public hearing must be held. Council member McDonald withdrew her motion. **Council member McDonald moved that the Council of the**

Town of Berryville hold a public hearing on reducing the availability fees on multifamily units from 90% to no less than 80%. Council member Gibson seconded the motion which carried as follows:

Aye: McDonald, Kitselman, Gibson, Tollett, Arnold
Nay: None
Abstain: Dickinson
Absent: None

Council member Gibson referenced the Frederick County public hearing notice and said that it may be a sign that the Town’s costs and rates will have to go up.

Council member Tollett asked about funding for the sewer debt. Council member Gibson referred the question to Ms. Moreland. Mr. Dalton said that as the Town began the process to construct the sewer treatment plant, the recession occurred. He explained a business plan was required by the Virginia Resources Authority to describe the loan repayment, and he said this was based on worst case scenario if there were no availability fees. He said the prescribed rate became effective in 2012, and since then availability fees have been collected. Mr. Dalton said there will be money to repay the loan, either from availability fees or user fees, and that the Town is committed to that. Council member Tollett said he does not want to see the user rates increase to repay the loan, but would prefer to see new business coming in to help. Council member Gibson noted that the availability fee for the senior housing project in question would be mostly earmarked for the water fund and would not assist with the sewer loan repayment. Mr. Dalton said that the Town had no choice but to build the sewer plant and must pay for it. Council member Tollett said he did not see any new home building going on. Ms. Dunkle said there is new residential building activity in discussion.

The Mayor said the public hearing on the availability fee change is set for the May Council meeting.

15. Report of Harry Lee Arnold, Jr. – Chair, Personnel Committee
Recorder Arnold had nothing to report.

16. Other
Mr. Dalton explained the difference in the three versions of the policy regarding legal advice/opinions. **Council member Kitselman moved that the Council of the Town of Berryville adopt the attached version 3 of the policy regarding legal advice and opinions. Council member McDonald seconded the motion which carried as follows:**

Aye: McDonald, Kitselman, Gibson, Tollett, Arnold
Nay: None
Abstain: Dickinson
Absent: None

**Town of Berryville Policy
Legal Advice/Opinion**

Purpose

The Town Council utilizes attorneys, as needed, to provide legal support to the Town. The Town Council establishes this policy to provide cost control measures and to ensure that any advice/opinion received from legal counsel is accessible to all members of the Council.

Policy

- I. Except as provided in Section II of this Policy, below, the Town Manager will work closely with legal counsel and will seek advice/opinion in a manner consistent with the following:
 - A. The Town Manager is authorized to seek and receive legal advice/opinion as the Town Manager deems necessary to provide timely legal advice to the Town Council and staff as they conduct their duties. The Town Manager will utilize the Town's legal counsel in a cost-effective manner and in accordance with this Policy.
 - B. Any individual member of Town Council may seek legal advice/opinion by either:
 - a. Requesting that the Town Manager seek advice/opinion. The Town Manager may either:
 - i. Seek and receive the advice/opinion and provide information on the advice/opinion to the Town Council in accordance with this policy, or
 - ii. Request that the Town Council determine whether it will direct him/her to seek and receive the advice/opinion and provide information on the advice/opinion to the Town Council in accordance with this policy.or
 - b. Requesting that the Town Council direct the Town Manager to seek and receive an opinion and that the Town Manager provide information on the advice/opinion to the Town Council in accordance with this policy.
 - C. Upon receipt of advice/opinion requested by the Town Council, or member thereof, the Town Manager will provide the Town Council with a synopsis of the advice/opinion. The synopsis will be provided in a manner the Town Manager determines to be in the best interests of the Town. The Town Manager will also make any written advice/opinion available for review by Town Council members. The Town Council member may read and review the advice/opinion with the Town Manager but the advice/opinion may not be copied and shall not leave the Town Manager's possession.

- II. Any Town Council member who determines that legal advice/opinion should be sought regarding the employment status or discipline of the Town Manager must request that the Mayor and Recorder seek the advice/opinion.
 - A. Upon receiving such a request, either the Mayor or Recorder may either:
 - a. Seek and receive the advice /opinion and provide information on the advice/opinion to the Town Council in accordance with this policy, or
 - b. Request that the Town Council determine whether it will direct the Mayor or Recorder to seek and receive the advice/opinion and provide information on the advice/opinion to the Town Council in accordance with this policy.or

 - B. Within 30 days of the receipt of advice/opinion requested by the Town Council, or member thereof, the Mayor or Recorder will share the opinion with the Town Council in a duly constituted Closed Session. The Town Council may at any time, at its own discretion, determine what legal advice/opinion may be made a public document; provided that, such a determination is not inconsistent with law. Otherwise, legal opinions will remain exempt from disclosure as allowed by law.

+ + + + + + + + + + +

Recorder Arnold moved that the Council of the Town of Berryville adopt the attached ordinance amending Chapter 2, Section 19 of the Berryville Code regarding Standing Committees. Council member Kitselman seconded the motion. The Mayor said things have been attributed to her that are not true. She said she has not been vindictive or used her office to punish anyone. She said she has been trying to appoint committee members where she thinks their talents are best used. **The motion carried as follows:**

Aye: McDonald, Kitselman, Gibson, Arnold
Nay: Tollett
Abstain: Dickinson
Absent: None

AN ORDINANCE AMENDING SECTION 2-19 OF THE BERRYVILLE CODE

BE IT ORDAINED, by the Council of the Town of Berryville, that Chapter 2, Section 19 of the Berryville Code regarding Standing Committees shall be amended as follows (**in bold**):

Sec 2-19. Standing Committees

- a) There shall be such standing committees of the Council as are provided by the Council. Members of such committees shall be appointed by the mayor.
- b) **The Council may amend committee appointments.**
- c) Such committees shall have such powers and duties as are prescribed by Council, not inconsistent with the Charter.

Patricia Dickinson, Mayor

ATTEST:

Harry L. Arnold, Jr., Recorder

+ + + + + + + + + + +

Recorder Arnold noted the Darbybrook HOA issue saying it is disturbing that someone is circulating a petition in the Town’s name and asked if there is any additional information. Mr. Dalton explained that a resident called the Town Office reporting that the petition was being circulated. The Council discussed the issue.

Recorder Arnold asked about the Mayor’s proposed voting procedure changes. He said the Council has always used the voice vote with aye and nays and he does not see a need to change the procedures. He said the Mayor’s sending individual emails to Council and then announcing the results is not transparent. Recorder Arnold said when this method is used, it appears to be a meeting by email. He said the Council members are unable to discuss the proposal and learn why other members are for or against a procedure.

Council member McDonald asked that the Police and Security Committee study the laying hen proposal from Mr. Bryant Condrey again. Recorder Arnold said this issue had been addressed by Council previously, and the staff is currently overloaded with projects. He suggested that the issue be brought back to the committee in three or four months to allow staff time to finish with the budget and other time sensitive projects. Council member McDonald agreed.

17. Adjourn

There being no other business, upon motion of Council member McDonald, seconded by Council member Gibson, the meeting was adjourned at 8:55 p.m.

Harry Lee Arnold, Jr., Recorder

Ann W. Phillips, Town Clerk

Attachment 6

Planning and Community Development

Action Items

Public Hearings Related to Rezoning

- **Comprehensive Plan Amendment**
- **Rezoning**
- **Zoning Map Amendment**
- **Special Use Permit Expansion**

May 9, 2017

Planning Commission

Due to a lack of agenda items, the Planning Commission did not hold a meeting in April. Their next meeting is scheduled for Tuesday, May 23 at 7:30pm.

Berryville Area Development Authority

The BADA held a meeting on Wednesday, March 22, 2017. Their next meeting will be scheduled after the applicant receives approval of stormwater management comments from the Virginia Department of Environmental Quality.

Architectural Review Board

The May meeting has been scheduled for Wednesday, May 10, 2017 at 12:30pm.

Board of Zoning Appeals

The Board of Zoning Appeals has not held a meeting since the last Council meeting.

Attachment 7

FINANCE AND ADMINISTRATION STAFF REPORT

TO: TOWN COUNCIL
FROM: DESIREE MORELAND, TREASURER
SUBJECT: MONTHLY REPORTS
DATE: 5/2/2017
CC: KEITH DALTON, TOWN MANAGER

A/P Check Listing

Checks issued in April 2017.

Bank of America/P-Card Statement

March 2017 P-Card Purchases that were paid on April 25, 2017.

A/P Check Listing

Vendor Range - 1105 MEDIA EVENTS' - 'ZION BAPTIST CHURCH

Date From - 4/1/2017 Date To - 4/30/2017

Town of Berryville
05/01/2017 01:47 PM

Page: 1 of 3

| Check Number | Bank | Vendor | Date | Amount |
|--------------|------|---|------------|-------------|
| 4096 | 1 | Waren Dilandro | 04/04/2017 | \$40.00 |
| 4097 | 1 | Gwen Malone | 04/04/2017 | \$40.00 |
| 4098 | 1 | CLARKE COUNTY CIRCUIT COURT | 04/04/2017 | \$10.00 |
| 4099 | 1 | ZENON ENVIRONMENTAL CORPORATION | 04/04/2017 | \$1,525.00 |
| 4100 | 1 | Debra Zimmerman | 04/04/2017 | \$40.00 |
| 4101 | 1 | Rappahannock Electric Cooperative | 04/04/2017 | \$14,905.26 |
| 4102 | 1 | Kim S. Kemp | 04/04/2017 | \$40.00 |
| 4103 | 1 | DOLI/Boiler Safety Commonwealth of Virginia | 04/04/2017 | \$100.00 |
| 4104 | 1 | Sheryl Reid | 04/04/2017 | \$40.00 |
| 4105 | 1 | Dale A. Barton | 04/04/2017 | \$40.00 |
| 4106 | 1 | WESTERN BRANCH DIESEL | 04/04/2017 | \$830.23 |
| 4107 | 1 | PENNONI ASSOCIATES INC | 04/04/2017 | \$1,912.50 |
| 4108 | 1 | Michelle K. Marino | 04/04/2017 | \$40.00 |
| 4109 | 1 | Rydin Decal | 04/04/2017 | \$330.00 |
| 4110 | 1 | The Winchester Star | 04/04/2017 | \$918.80 |
| 4111 | 1 | Krishan Mathur | 04/04/2017 | \$40.00 |
| 4112 | 1 | Matthew Bass | 04/04/2017 | \$40.00 |
| 4113 | 1 | Jeffrey Elzey | 04/04/2017 | \$100.00 |
| 4114 | 1 | Town of Woodstock | 04/04/2017 | \$183.92 |
| 4115 | 1 | RACHEL GRACE FULGHUM | 04/04/2017 | \$179.60 |
| 4116 | 1 | LYNN TAYLOR | 04/04/2017 | \$123.40 |
| 4117 | 1 | CANTER LLC | 04/04/2017 | \$8.56 |
| 4118 | 1 | NATIONSTAR MORTGAGE LLC | 04/04/2017 | \$179.60 |
| 4119 | 1 | Bureau for Child Support Enforcement | 04/11/2017 | \$875.00 |
| 4120 | 1 | County of Clarke | 04/11/2017 | \$625.00 |
| 4121 | 1 | Jno. S. Solenberger & Co., Inc | 04/18/2017 | \$79.19 |
| 4122 | 1 | EMMART OIL CO | 04/18/2017 | \$158.24 |
| 4123 | 1 | Douglas A. Shaffer | 04/18/2017 | \$75.00 |
| 4124 | 1 | Rappahannock Electric Cooperative | 04/18/2017 | \$6,208.30 |
| 4125 | 1 | Lincoln Financial Group | 04/18/2017 | \$654.00 |

A/P Check Listing

Vendor Range - 1105 MEDIA EVENTS' - 'ZION BAPTIST CHURCH

Date From - 4/1/2017 Date To - 4/30/2017

Town of Berryville
05/01/2017 01:47 PM

Page: 2 of 3

| Check Number | Bank | Vendor | Date | Amount |
|--------------|------|--|------------|-------------|
| 4126 | 1 | Michelle M. Jones | 04/18/2017 | \$805.00 |
| 4127 | 1 | Hall, Monahan, Engle, Mahan & Mitchell | 04/18/2017 | \$410.00 |
| 4128 | 1 | Treasurer of Frederick County | 04/18/2017 | \$4,644.72 |
| 4129 | 1 | Herbert L. Beskin, Trustee | 04/18/2017 | \$106.00 |
| 4130 | 1 | Municipal Code Corporation | 04/18/2017 | \$650.00 |
| 4131 | 1 | Berryville Main Street | 04/18/2017 | \$4,500.00 |
| 4132 | 1 | Washington Fire Protection | 04/18/2017 | \$650.00 |
| 4133 | 1 | Virasec, LLC | 04/18/2017 | \$2,125.40 |
| 4134 | 1 | Keith Dalton | 04/18/2017 | \$50.00 |
| 4135 | 1 | Nationwide Retirement Solutions | 04/18/2017 | \$680.00 |
| 4136 | 1 | County of Clarke | 04/18/2017 | \$5,000.00 |
| 4137 | 1 | GREENWAY WELDING & FABRICATING | 04/18/2017 | \$630.00 |
| 4138 | 1 | SHELTERS LAURA CURRY 3127 | 04/18/2017 | \$34.20 |
| 4139 | 1 | AM-LINER EAST INC 4475 | 04/18/2017 | \$9.24 |
| 4140 | 1 | HART BRENT LEE III 5017 | 04/18/2017 | \$15.61 |
| 4141 | 1 | Ann W. Phillips | 04/26/2017 | \$201.96 |
| 4142 | 1 | Rappahannock Electric Cooperative | 04/26/2017 | \$10,597.16 |
| 4143 | 1 | VUPS | 04/26/2017 | \$80.85 |
| 4144 | 1 | PENNONI ASSOCIATES INC | 04/26/2017 | \$1,372.50 |
| 4145 | 1 | PENNONI ASSOCIATES INC | 04/26/2017 | \$168.75 |
| 4146 | 1 | Centric | 04/26/2017 | \$563.07 |
| 4147 | 1 | Minnesota Life Insurance Co. | 04/26/2017 | \$140.16 |
| 4148 | 1 | Bureau for Child Support Enforcement | 04/26/2017 | \$875.00 |
| 4149 | 1 | Virginia Municipal Clerks Association | 04/26/2017 | \$20.00 |
| 4150 | 1 | Nationwide Retirement Solutions | 04/26/2017 | \$680.00 |
| 4151 | 1 | Marsh & Legge Land Surveyors, P.L.C. | 04/26/2017 | \$2,100.00 |
| 4152 | 1 | STEPHEN LEE ROSENBOHM | 04/26/2017 | \$148.80 |
| 4153 | 1 | CENTURY 21 BRADDOCK REALTY | 04/26/2017 | \$199.60 |
| 4154 | 1 | USPS | 04/27/2017 | \$746.09 |
| 59 | | Checks Totalling - | | \$68,545.71 |

A/P Check Listing

Vendor Range - 1105 MEDIA EVENTS' - 'ZION BAPTIST CHURCH

Date From - 4/1/2017 Date To - 4/30/2017

Town of Berryville
05/01/2017 01:47 PM

Page: 3 of 3

| Check Number | Bank | Vendor | Date | Amount |
|--------------|------|--------|------|--------|
|--------------|------|--------|------|--------|

Totals By Fund

| | Checks | Voids | Total |
|---------|-------------|-------|-------------|
| 100 | \$33,229.82 | | \$33,229.82 |
| 501 | \$6,686.92 | | \$6,686.92 |
| 502 | \$28,628.97 | | \$28,628.97 |
| Totals: | \$68,545.71 | | \$68,545.71 |



BERRYVILLE TOWN OF
 DESIRÉE MORELAND
 XXXX-XXXX-XXXX-
 March 01, 2017 - March 31, 2017

Purchasing Card

Company Statement

| Account Information | Payment Information | Account Summary |
|--|---|---|
| Mail Billing Inquiries to: BANKCARD CENTER PO BOX 982238 EL PASO, TX 79998-2238 Customer Service: 1.888.449.2273 24 Hours TTY Hearing Impaired: 1.800.222.7365 24 Hours Outside the U.S.: 1.509.353.6656 24 Hours For Lost or Stolen Card: 1.888.449.2273 24 Hours | Statement Date 03/31/17 Payment Due Date 04/25/17 Days in Billing Cycle 31 Credit Limit \$500,000 Cash Limit \$0 Total Payment Due \$60,332.86 | Previous Balance \$56,748.54 Payments -\$56,748.54 Credits -\$14.39 Cash \$0.00 Purchases \$60,347.25 Other Debits \$0.00 Overlimit Fee \$0.00 Late Payment Fee \$0.00 Cash Fees \$0.00 Other Fees \$0.00 Finance Charge \$0.00 Current Balance \$60,332.86 |

Important Messages

Please do not send payment. Your automatic payment is scheduled to be credited to this account on 04/25/17.

Cardholder Activity Summary

| Account Number Credit Limit | Credits | Cash | Purchases and Other Debits | Total Activity |
|---|---------|------|-------------------------------|----------------|
| ANDREWS, MATTHEW XXXX-XXXX-XXXX- 500 | 0.00 | 0.00 | 52.76 | 52.76 |
| BOGGS, DEBBIE XXXX-XXXX-XXXX- 1,000 | 0.00 | 0.00 | 96.40 | 96.40 |

5674854 6033286 6033286 4715291201837237

Account Number: XXXX-XXXX-XXXX-
 March 01, 2017 - March 31, 2017

Total Payment Due \$60,332.86
Payment Due Date 04/25/17

Enter payment amount

\$

Check here for a change of mailing address or phone numbers.
 Please provide all corrections on the reverse side.

Mail this coupon along with your check payable to:
BANK OF AMERICA



BANK OF AMERICA
 PO BOX 15731
 WILMINGTON, DE 19886-5731



BERRYVILLE TOWN OF
 DESIRÉE MORELAND
 STE A
 101 CHALMERS CT
 BERRYVILLE, VA 22611-1387

**N0019013

5499900 1 1:0005 1 20 1837237



BERRYVILLE TOWN OF
 DESIRÉE MORELAND
 XXXX-XXXX-XXXX-7237
 March 01, 2017 - March 31, 2017

Cardholder Activity Summary

| Account Number | Credits | Cash | Purchases and Other Debits | Total Activity |
|---|---------|------|----------------------------|----------------|
| BOOR, RICK XXXX-XXXX-XXXX- 15,000 | 0.00 | 0.00 | 8,454.99 | 8,454.99 |
| BOOTH, KEVIN XXXX-XXXX-XXXX- 1,000 | 0.00 | 0.00 | 11.66 | 11.66 |
| BUSSERT, ERNIE XXXX-XXXX-XXXX- 500 | 0.00 | 0.00 | 294.41 | 294.41 |
| CAPPO, JEFF XXXX-XXXX-XXXX- 1 | 0.00 | 0.00 | 3,166.45 | 3,166.45 |
| DORSEY, DANIEL XXXX-XXXX-XXXX- 500 | 0.00 | 0.00 | 4.20 | 4.20 |
| ELLIOTT, RALPH XXXX-XXXX-XXXX- 5,000 | 0.00 | 0.00 | 903.97 | 903.97 |
| FERREBEE, DARRELL XXXX-XXXX-XXXX- 500 | 0.00 | 0.00 | 206.02 | 206.02 |
| FIDDLER, HEATHER XXXX-XXXX-XXXX- 15,000 | 0.00 | 0.00 | 245.56 | 245.56 |
| LICKEY, PATRICK XXXX-XXXX-XXXX- 500 | 0.00 | 0.00 | 390.97 | 390.97 |
| LILLY, STEPHEN XXXX-XXXX-XXXX- 500 | 0.00 | 0.00 | 300.06 | 300.06 |
| LINK, BRIAN XXXX-XXXX-XXXX- 1,000 | 0.00 | 0.00 | 362.17 | 362.17 |
| MCCORMICK, HARRY XXXX-XXXX-XXXX- 500 | 0.00 | 0.00 | 155.38 | 155.38 |
| MORELAND, DESIREE XXXX-XXXX-XXXX- 55,000 | 0.00 | 0.00 | 26,220.31 | 26,220.31 |
| PHILLIPS, ANN W XXXX-XXXX-XXXX- 15,000 | 0.00 | 0.00 | 399.70 | 399.70 |
| REYNOLDS, CHARLES XXXX-XXXX-XXXX- 500 | 0.00 | 0.00 | 194.56 | 194.56 |
| STOVER, KEITH XXXX-XXXX-XXXX- 1,000 | 0.00 | 0.00 | 847.13 | 847.13 |
| TYRRELL, DAVE XXXX-XXXX-XXXX- 15,000 | 0.00 | 0.00 | 15,402.18 | 15,402.18 |
| WHITE, NEAL XXXX-XXXX-XXXX- 15,000 | 14.39 | 0.00 | 2,638.37 | 2,623.98 |

Transactions

| Posting Transaction | | Reference Number | MCC | Charge | Credit |
|--|-------|-----------------------------|-------------------------|--------|-----------------------|
| BERRYVILLE TOWN OF | | | | | Total Activity |
| Account Number: XXXX-XXXX-XXXX- | | | | | -\$56,748.54 |
| 03/24 | 03/24 | AUTO PAYMENT DEDUCTION | 0071 | | 56,748.54 |
| ANDREWS, MATTHEW | | | | | Total Activity |
| Account Number: XXXX-XXXX-XXXX- | | | | | 52.76 |
| 03/30 | 03/29 | SHEETZ 00003509 RICHMOND VA | 24164077088498612335829 | 5541 | 7.78 |



16890900 - 019013 - 0002 - 0003 - 2

Transactions

| Posting Transaction | | | | | | | | |
|---------------------------------|-------|--|-------------------------|------|----------|--------|-----------------------|-----------------|
| Date | Date | Description | Reference Number | MCC | Charge | Credit | | |
| 03/31 | 03/30 | SQ *J KOGI Richmond VA | 24692167089000781229772 | 5812 | 13.12 | | | |
| 03/31 | 03/29 | Casa Del Barco Richmond VA | 24342857089700023746158 | 5812 | 18.36 | | | |
| 03/31 | 03/30 | CHIPOTLE 2324 RICHMOND VA | 24431067090206288103684 | 5814 | 13.50 | | | |
| BOGGS, DEBBIE | | | | | | | Total Activity | 96.40 |
| Account Number: XXXX-XXXX-XXXX- | | | | | | | | |
| 03/28 | 03/27 | ORIGINAL BENJAMINS MYRTLE BEACH SC | 24493987087200121300994 | 5812 | 42.32 | | | |
| 03/28 | 03/28 | BURGER KING #6600 EMPORIA VA | 24186167087200499200637 | 5814 | 8.67 | | | |
| 03/30 | 03/28 | MARRIOTT MYRTLE BEACH MYRTLE BEACH SC | 24692167088000982555224 | 5812 | 16.47 | | | |
| 03/31 | 03/29 | MARRIOTT MYRTLE BEACH MYRTLE BEACH SC | 24692167089000564756371 | 5812 | 8.84 | | | |
| 03/31 | 03/30 | RUBY TUESDAY #5295 N PRINCE GEO VA | 24445007090000769302620 | 5812 | 20.10 | | | |
| BOOR, RICK | | | | | | | Total Activity | 8,454.99 |
| Account Number: XXXX-XXXX-XXXX- | | | | | | | | |
| 03/01 | 02/27 | johnny blue, inc. 540-665-0968 VA | 24828247059980006254262 | 7394 | 82.00 | | | |
| 03/06 | 03/03 | GRIFFITH ENERGY SERVIC 410-956-3000 MD | 24258027064514872874495 | 5983 | 1,638.94 | | | |
| 03/07 | 03/06 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977066091409000197 | 5251 | 13.21 | | | |
| 03/08 | 03/06 | HI-VAC CORPORATION 877-8773737 OH | 24760627066417700343988 | 5072 | 1,384.55 | | | |
| 03/08 | 03/07 | HD SUPPLY WATERWORKS 514 3042636986 WV | 24792627066206122900026 | 5039 | 1,574.92 | | | |
| 03/10 | 03/08 | WINCHESTER EQUIPMENT WINCHESTER VA | 24073147068900010300011 | 5599 | 401.01 | | | |
| 03/13 | 03/12 | LOWES #02724* WINCHESTER VA | 24692167071000072209665 | 5200 | 47.91 | | | |
| 03/16 | 03/15 | PAYPAL *POS 402-935-7733 CA | 24492157074894523160422 | 5734 | 1,500.00 | | | |
| 03/23 | 03/22 | PAYPAL *POS 402-935-7733 CA | 24492157081894747067693 | 5734 | 750.00 | | | |
| 03/24 | 03/23 | BEST BUY 00010868 WINCHESTER VA | 24399007082295004066198 | 5732 | 41.06 | | | |
| 03/27 | 03/24 | HI-VAC CORPORATION 877-8773737 OH | 24760627084419600461439 | 5072 | 339.39 | | | |
| 03/28 | 03/27 | UVA TTA TRAN TRAINING 434-2931934 VA | 24755427087130879265364 | 8220 | 450.00 | | | |
| 03/29 | 03/27 | johnny blue, inc. 540-665-0968 VA | 24828247087980006254276 | 7394 | 82.00 | | | |
| 03/29 | 03/28 | UVA TTA TRAN TRAINING 434-2931934 VA | 24755427088130889131852 | 8220 | 150.00 | | | |
| BOOTH, KEVIN | | | | | | | Total Activity | 11.66 |
| Account Number: XXXX-XXXX-XXXX- | | | | | | | | |
| 03/22 | 03/20 | BERRYVILLE AUTO PARTS INC BERRYVILLE VA | 24767897080557600586097 | 5533 | 9.72 | | | |
| 03/28 | 03/27 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977087091400000019 | 5251 | 1.94 | | | |
| BUSSERT, ERNIE | | | | | | | Total Activity | 294.41 |
| Account Number: XXXX-XXXX-XXXX- | | | | | | | | |
| 03/14 | 03/13 | USA BLUE BOOK 800-548-1234 IL | 24326847072636000068085 | 5085 | 181.14 | | | |
| 03/20 | 03/17 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977077091401000226 | 5251 | 38.19 | | | |
| 03/21 | 03/20 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977080091407000100 | 5251 | 38.67 | | | |
| 03/22 | 03/21 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977081091409000214 | 5251 | 36.41 | | | |
| CAPPO, JEFF | | | | | | | Total Activity | 3,166.45 |
| Account Number: XXXX-XXXX-XXXX- | | | | | | | | |
| 03/01 | 02/28 | USA BLUE BOOK 800-548-1234 IL | 24326847059636000083214 | 5085 | 390.80 | | | |
| 03/01 | 02/28 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977060091408000095 | 5251 | 11.03 | | | |
| 03/01 | 02/28 | WW GRAINGER 877-2022594 IL | 24755427060120601529741 | 5085 | 34.92 | | | |
| 03/02 | 02/27 | HACH COMPANY 9706631377 CO | 24801997059700009920276 | 5085 | 325.30 | | | |
| 03/02 | 03/01 | WW GRAINGER 877-2022594 IL | 24755427061120611533823 | 5085 | 182.34 | | | |
| 03/03 | 03/02 | COYNE CHEMICAL 215-785-3000 PA | 24224437062101033665048 | 5169 | 1,331.08 | | | |
| 03/03 | 03/02 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977062091402000248 | 5251 | 5.17 | | | |
| 03/08 | 03/07 | SHERWOOD-LOGAN & ASSOCIA 410-841-6810 MD | 24435657066206649800014 | 5251 | 695.34 | | | |
| 03/09 | 03/08 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977068091403000126 | 5251 | 4.20 | | | |
| 03/13 | 03/12 | TFS* THERMOASHEVILLE 866-984-3766 NC | 24692167071000657956128 | 5047 | 186.27 | | | |
| DORSEY, DANIEL | | | | | | | Total Activity | 4.20 |
| Account Number: XXXX-XXXX-XXXX- | | | | | | | | |
| 03/09 | 03/08 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977068091403000530 | 5251 | 4.20 | | | |
| ELLIOTT, RALPH | | | | | | | Total Activity | 903.97 |
| Account Number: XXXX-XXXX-XXXX- | | | | | | | | |
| 03/06 | 03/02 | BROY & SON PUMP SERVICE BERRYVILLE VA | 24073147062900011600019 | 1799 | 100.00 | | | |
| 03/06 | 03/03 | APPLIED IND TECH 2690 540-8697400 VA | 24755417063120633240679 | 5085 | 234.38 | | | |
| 03/08 | 03/07 | THE BLOSSMAN COMPANIES INOCEAN SPRINGSMS | 24247607066300452133838 | 5983 | 108.80 | | | |
| 03/10 | 03/08 | GRAND RENTAL STATION 540-6671400 VA | 24073147068900014300090 | 7394 | 69.90 | | | |
| 03/13 | 03/10 | BERRYVILLE AUTO PARTS INC BERRYVILLE VA | 24767897071499300579729 | 5533 | 5.79 | | | |
| 03/24 | 03/23 | LOWES #02724* WINCHESTER VA | 24692167082000576907761 | 5200 | 115.17 | | | |
| 03/27 | 03/24 | SSC - WINCHESTER C STEPHENS CITYVA | 24224437084105008569998 | 0763 | 30.29 | | | |
| 03/28 | 03/27 | BROY & SON PUMP SERVICE BERRYVILLE VA | 24073147086900012700018 | 1799 | 100.00 | | | |
| 03/31 | 03/29 | GRAND RENTAL STATION 540-6671400 VA | 24073147089900016100147 | 7394 | 139.64 | | | |
| FERREBEE, DARRELL | | | | | | | Total Activity | 206.02 |
| Account Number: XXXX-XXXX-XXXX- | | | | | | | | |
| 03/03 | 03/02 | FISHER AUTO PARTS 009 BERRYVILLE VA | 24431067062200824400179 | 5533 | 41.41 | | | |
| 03/14 | 03/13 | FISHER AUTO PARTS 009 BERRYVILLE VA | 24431067073200824300129 | 5533 | 134.94 | | | |
| 03/27 | 03/24 | BERRYVILLE AUTO PARTS INC BERRYVILLE VA | 24767897085582300734834 | 5533 | 29.67 | | | |

Transactions

| Posting Transaction | | | | | | | |
|--|-------|--|-------------------------|------|-----------|--------|-----------------------|
| Date | Date | Description | Reference Number | MCC | Charge | Credit | |
| FIDDLER, HEATHER | | | | | | | Total Activity |
| Account Number: XXXX-XXXX-XXXX-7416 | | | | | | | 245.56 |
| 03/06 | 03/03 | Amazon web services aws.amazon.coWA | 24692167062000528191500 | 7399 | 0.56 | | |
| 03/07 | 03/06 | USPS PO 5107560300 BERRYVILLE VA | 24445007066000749193339 | 9402 | 245.00 | | |
| LICKEY, PATRICK | | | | | | | Total Activity |
| Account Number: XXXX-XXXX-XXXX- | | | | | | | 390.97 |
| 03/10 | 03/09 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977069091405000214 | 5251 | 50.94 | | |
| 03/10 | 03/09 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977069091405000354 | 5251 | 34.33 | | |
| 03/14 | 03/13 | SHADE EQUIPMENT CO-WINCHEWINCHESTER VA | 24412907072980005623842 | 5599 | 159.80 | | |
| 03/14 | 03/13 | JNO. S SOLENBERGER AND C WINCHESTER VA | 24138297073400009575474 | 5251 | 44.99 | | |
| 03/15 | 03/13 | WINCHESTER BUILDING SUPP 540-667-2301 VA | 24323007073754078904835 | 1771 | 100.91 | | |
| LILLY, STEPHEN | | | | | | | Total Activity |
| Account Number: XXXX-XXXX-XXXX- | | | | | | | 300.06 |
| 03/01 | 02/28 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977060091408000194 | 5251 | 16.84 | | |
| 03/08 | 03/06 | WINCHESTER METALS INC 540-6679000 VA | 24073147066900012600105 | 5051 | 154.24 | | |
| 03/15 | 03/14 | VA DPOR 804-3678597 VA | 24755427073170736157558 | 9399 | 80.00 | | |
| 03/22 | 03/21 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977081091409000263 | 5251 | 48.98 | | |
| LINK, BRIAN | | | | | | | Total Activity |
| Account Number: XXXX-XXXX-XXXX- | | | | | | | 362.17 |
| 03/09 | 03/08 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977068091403000076 | 5251 | 38.97 | | |
| 03/24 | 03/22 | BERRYVILLE AUTO PARTS INCBERRYVILLE VA | 24767897082570400571043 | 5533 | 25.98 | | |
| 03/27 | 03/24 | FISHER AUTO PARTS 009 BERRYVILLE VA | 24431067084200824300050 | 5533 | 26.10 | | |
| 03/27 | 03/24 | TRACTOR-SUPPLY-CO #0697 WINCHESTER VA | 24445007084000822282973 | 5599 | 127.96 | | |
| 03/28 | 03/27 | ROBERTS OXYGEN CO BR 00 800-6263433 MD | 24755427087640870900314 | 5085 | 69.18 | | |
| 03/28 | 03/27 | TRACTOR-SUPPLY-CO #0697 WINCHESTER VA | 24445007087000760978159 | 5599 | 73.98 | | |
| MCCORMICK, HARRY | | | | | | | Total Activity |
| Account Number: XXXX-XXXX-XXXX- | | | | | | | 155.38 |
| 03/31 | 03/29 | MCMASTER-CARR 630-834-9600 IL | 24789307089611500052711 | 5085 | 155.38 | | |
| MORELAND, DESIREE | | | | | | | Total Activity |
| Account Number: XXXX-XXXX-XXXX- | | | | | | | 26,220.31 |
| 03/06 | 03/03 | VZWRLLS*MY VZ VB P 800-922-0204 FL | 24692167062000237881235 | 4814 | 720.18 | | |
| 03/13 | 03/10 | TelRite Corporation COVINGTON GA | 24393497070003344691755 | 4814 | 12.07 | | |
| 03/23 | 03/22 | REPUBLIC SERVICES TRASH 866-576-5548 AZ | 24431057081083755428882 | 4900 | 19,567.54 | | |
| 03/23 | 03/22 | REPUBLIC SERVICES TRASH 866-576-5548 AZ | 24431057081083701180199 | 4900 | 100.00 | | |
| 03/23 | 03/22 | REPUBLIC SERVICES TRASH 866-576-5548 AZ | 24431057081083715150873 | 4900 | 1,757.49 | | |
| 03/23 | 03/23 | COMCAST OF WINCHESTER 800-COMCAST VA | 24692167082000240635103 | 4899 | 74.90 | | |
| 03/23 | 03/22 | VA DMV ONLINE BILLING PAY804-3670595 VA | 24755427082120826499740 | 9399 | 80.00 | | |
| 03/24 | 03/23 | VZWRLLS*MY VZ VB P 800-922-0204 FL | 24692167082000334684538 | 4814 | 1,169.22 | | |
| 03/24 | 03/23 | VERIZON*ONETIMEPAYMENT 800-VERIZON FL | 24692167082000436804232 | 4899 | 183.65 | | |
| 03/24 | 03/23 | VERIZON*ONETIMEPAYMENT 800-VERIZON FL | 24692167082000436804240 | 4899 | 351.05 | | |
| 03/24 | 03/23 | VERIZON*ONETIMEPAYMENT 800-VERIZON FL | 24692167082000436804257 | 4899 | 144.99 | | |
| 03/24 | 03/22 | RIDDLEBERGER BROTHERS 540-434-1731 VA | 24638187082701299007491 | 1711 | 1,654.01 | | |
| 03/28 | 03/27 | ORIGINAL BENJAMINS MYRTLE BEACH SC | 24493987087200121301000 | 5812 | 42.32 | | |
| 03/28 | 03/28 | BURGER KING #6600 EMPORIA VA | 24186167087200499200611 | 5814 | 8.67 | | |
| 03/30 | 03/28 | MARRIOTT MYRTLE BEACH MYRTLE BEACH SC | 24692167088000982555273 | 5812 | 16.47 | | |
| 03/30 | 03/28 | MARRIOTT MYRTLE BEACH MYRTLE BEACH SC | 24692167088000982555372 | 5812 | 38.60 | | |
| 03/31 | 03/29 | MARRIOTT MYRTLE BEACH MYRTLE BEACH SC | 24692167089000564756363 | 5812 | 10.84 | | |
| 03/31 | 03/29 | NIGP - IWEB 703-7368900 VA | 24639237089900014500054 | 8699 | 270.00 | | |
| 03/31 | 03/30 | RUBY TUESDAY #5295 N PRINCE GEO VA | 24445007090000769227157 | 5812 | 18.31 | | |
| PHILLIPS, ANN W | | | | | | | Total Activity |
| Account Number: XXXX-XXXX-XXXX- | | | | | | | 399.70 |
| 03/02 | 03/01 | STAPLS7172006798000001 877-8267755 NJ | 24164077060105285402859 | 5111 | 255.64 | | |
| 03/14 | 03/13 | IN *TRUESHRED 888-7508783 VA | 24692167072000654546525 | 7399 | 49.00 | | |
| 03/20 | 03/18 | STAPLS7173129809000001 877-8267755 NJ | 24164077078105172026951 | 5111 | 45.77 | | |
| 03/21 | 03/20 | PRESTO DIRECT LLC PREST 724-825-1469 PA | 24492157079894683976976 | 5943 | 49.29 | | |
| REYNOLDS, CHARLES | | | | | | | Total Activity |
| Account Number: XXXX-XXXX-XXXX- | | | | | | | 194.56 |
| 03/06 | 03/03 | FISHER AUTO PARTS 009 BERRYVILLE VA | 24431067063200824500076 | 5533 | 5.65 | | |
| 03/09 | 03/08 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977068091403000217 | 5251 | 72.41 | | |
| 03/14 | 03/13 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977073091403000046 | 5251 | 36.50 | | |
| 03/22 | 03/21 | VA DMV WINCHESTER CSC WINCHESTER VA | 24755427081120812253821 | 9399 | 80.00 | | |
| STOVER, KEITH | | | | | | | Total Activity |
| Account Number: XXXX-XXXX-XXXX- | | | | | | | 847.13 |
| 03/01 | 02/28 | LOWES #02724* WINCHESTER VA | 24692167059000298592767 | 5200 | 143.67 | | |
| 03/01 | 02/28 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977060091408000186 | 5251 | 9.78 | | |
| 03/03 | 03/02 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977062091402000230 | 5251 | 37.23 | | |
| 03/08 | 03/07 | FISHER AUTO PARTS 009 BERRYVILLE VA | 24431067067200824800142 | 5533 | 9.76 | | |
| 03/16 | 03/15 | SHADE EQUIPMENT CO-WINCHEWINCHESTER VA | 24412907074980005623832 | 5599 | 423.90 | | |



18390900 - 0190013 - 0003 - 0003 - 2

Transactions

| Posting Transaction | | | | | | |
|---------------------|-------|--|-------------------------|------|-----------------------|------------------|
| Date | Date | Description | Reference Number | MCC | Charge | Credit |
| 03/17 | 03/16 | SHADE EQUIPMENT CO-WINCHEWINCHESTER VA | 24412907075980005623849 | 5599 | 63.21 | |
| 03/17 | 03/16 | FISHER AUTO PARTS 009 BERRYVILLE VA | 24431067076200824600012 | 5533 | 41.25 | |
| 03/17 | 03/16 | JNO. S SOLENBERGER AND C WINCHESTER VA | 24138297076400009588698 | 5251 | 94.55 | |
| 03/20 | 03/17 | FISHER AUTO PARTS 009 BERRYVILLE VA | 24431067077200824700019 | 5533 | 14.98 | |
| 03/20 | 03/17 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977077091401000028 | 5251 | 8.80 | |
| | | | | | Total Activity | 15,402.18 |

TYRRELL, DAVE
Account Number: XXXX-XXXX-XXXX-

| | | | | | | |
|-------|-------|--|-------------------------|------|-----------------------|-----------------|
| 03/01 | 02/27 | MCMASTER-CARR 630-834-9600 IL | 24789307059425400104423 | 5085 | 695.29 | |
| 03/01 | 02/27 | MCMASTER-CARR 630-834-9600 IL | 24789307059425400104688 | 5085 | 56.70 | |
| 03/02 | 03/01 | NOR*NORTHERN TOOL 800-222-5381 MN | 24692167060000289644087 | 5251 | 276.99 | |
| 03/02 | 03/01 | NOR*NORTHERN TOOL 800-222-5381 MN | 24692167060000289645779 | 5251 | 989.98 | |
| 03/02 | 03/01 | USA BLUE BOOK 800-548-1234 IL | 24326847060636000070721 | 5085 | 80.48 | |
| 03/02 | 03/01 | ROBERTS OXYGEN CO BR 00 800-6263433 MD | 24755427061640610984958 | 5085 | 84.99 | |
| 03/03 | 03/01 | EXXONMOBIL 48197024 BERRYVILLE VA | 24164057061378018614550 | 5542 | 30.25 | |
| 03/06 | 03/03 | WAREHOUSE LIGHTING COM L 414-525-9027 WI | 24493987063200025000128 | 5719 | 787.85 | |
| 03/06 | 03/06 | Amazon.com AMZN.COM/BILLWA | 24692167065000949162822 | 5942 | 96.52 | |
| 03/07 | 03/06 | FIRE PROTECTION CO WINCHESTER VA | 24129427065100001623363 | 5046 | 72.45 | |
| 03/09 | 03/08 | SQ *INSTRULOGIC LLC gosq.com VA | 24692167067000602715021 | 7392 | 1,648.00 | |
| 03/10 | 03/09 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977069091405000610 | 5251 | 16.93 | |
| 03/13 | 03/10 | COYNE CHEMICAL 215-785-3000 PA | 24224437070101037470304 | 5169 | 2,038.54 | |
| 03/14 | 03/13 | COMMONWEALTH OF VA DEPT O804-7860447 VA | 24755427073120733775860 | 9399 | 792.50 | |
| 03/15 | 03/13 | EXXONMOBIL 48197024 BERRYVILLE VA | 24164057073378022277002 | 5542 | 30.40 | |
| 03/15 | 03/13 | THE BLOSSMAN COMPANIES INOCEAN SPRINGSMS | 24247607073100264710364 | 5983 | 341.63 | |
| 03/16 | 03/15 | MORIN PROCESS EQUIPMENT PELHAM AL | 24755427074170747563298 | 7699 | 324.30 | |
| 03/16 | 03/15 | SUNBELT RENTALS INC PCG 803-5785072 SC | 24301337074118000182538 | 7394 | 1,155.10 | |
| 03/16 | 03/15 | USA BLUE BOOK 800-548-1234 IL | 24326847074636000068935 | 5085 | 181.01 | |
| 03/17 | 03/16 | ATCO MANUFACTURING COMPAN973-3000174 GA | 24275397075389900209938 | 2842 | 758.00 | |
| 03/17 | 03/16 | THE BLOSSMAN COMPANIES INOCEAN SPRINGSMS | 24247607075300480240844 | 5983 | 89.75 | |
| 03/17 | 03/16 | CUMMINS ATLANTIC #9 CLOVERDALE VA | 24445007076600179934983 | 5046 | 194.00 | |
| 03/20 | 03/16 | COMMONWEALTH ENGINEERING 804-7522959 VA | 24073147076900010738889 | 1799 | 29.69 | |
| 03/20 | 03/17 | TAYLOR TECHNOLOGIES INC 410-4724340 MD | 24073147078900016121468 | 5046 | 92.53 | |
| 03/20 | 03/17 | HACH COMPANY 9706631377 CO | 24801997078700009920281 | 5085 | 119.24 | |
| 03/22 | 03/20 | EXXONMOBIL 48197024 BERRYVILLE VA | 24164057080378018138235 | 5542 | 28.50 | |
| 03/22 | 03/21 | IN *CONSOLIDATED ELECTRIC540-6625994 VA | 24692167080000441426700 | 1731 | 1,467.00 | |
| 03/22 | 03/21 | IN *POLICE AND SHERIFFS P912-5370780 GA | 24692167080000441452227 | 7399 | 17.49 | |
| 03/22 | 03/21 | USA BLUE BOOK 800-548-1234 IL | 24326847080636000072756 | 5085 | 31.66 | |
| 03/23 | 03/21 | MCMASTER-CARR 630-834-9600 IL | 24789307081563700069649 | 5085 | 274.50 | |
| 03/27 | 03/24 | COYNE CHEMICAL 215-785-3000 PA | 24224437084101034803279 | 5169 | 992.00 | |
| 03/27 | 03/13 | COYNE CHEMICAL 215-785-3000 PA | 24224437084101034803238 | 5169 | 745.00 | |
| 03/28 | 03/21 | COYNE CHEMICAL 215-785-3000 PA | 24224437087101029101496 | 5169 | 778.76 | |
| 03/28 | 03/27 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977087091400000142 | 5251 | 78.28 | |
| 03/28 | 03/27 | BERRYVILLE TRUE VALUE BERRYVILLE VA | 24801977087091400000175 | 5251 | 5.87 | |
| | | | | | Total Activity | 2,623.98 |

WHITE, NEAL
Account Number: XXXX-XXXX-XXXX-

| | | | | | | |
|-------|-------|---|-------------------------|------|--------|-------|
| 03/01 | 02/28 | TIRE WORLD WHOLESale 301-6989200 MD | 24639237059900019300258 | 5532 | 907.12 | |
| 03/02 | 02/28 | BERRYVILLE AUTO PARTS INC800-4498012 VA | 24767897060432200600371 | 5533 | 185.15 | |
| 03/02 | 03/01 | The Earmold Company Ltd Salem VA | 24388957060980000790405 | 5999 | 219.90 | |
| 03/23 | 03/21 | BERRYVILLE AUTO PARTS INCBERRYVILLE VA | 24767897081563900483406 | 5533 | 103.21 | |
| 03/24 | 03/23 | LORD FAIRFAX EMS 540-665-0014 VA | 24733097082206423700024 | 8099 | 167.00 | |
| 03/24 | 03/24 | GALLS 859-266-7227 KY | 24435657083801026639883 | 5964 | 98.00 | |
| 03/27 | 03/23 | KUSTOM SIGNALS 913-492-1400 KS | 24247607083500722389701 | 5065 | 202.00 | |
| 03/27 | 03/23 | SUNRISE MEDICAL LABOR 800-782-0282 NY | 24223697083702557979247 | 8071 | 102.18 | |
| 03/27 | 03/23 | BERRYVILLE AUTO PARTS INCBERRYVILLE VA | 24767897083576300558864 | 5533 | 14.39 | |
| 03/27 | 03/23 | SHEEHY FORD LINCOLN ME RICHMOND VA | 24071057083253083149970 | 5511 | 375.00 | |
| 03/27 | 03/24 | TIRE WORLD WHOLESale 301-6989200 MD | 24639237085900011400070 | 5532 | 248.40 | |
| 03/27 | 03/26 | AMAZON MKTPLACE PMTS AMZN.COM/BILLWA | 24692167085000167370202 | 5942 | 16.02 | |
| 03/27 | 03/23 | BERRYVILLE AUTO PARTS INCBERRYVILLE VA | 74767897083576300558893 | 5533 | | 14.39 |

Finance Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

| | Annual Percentage Rate | Balance Subject to Interest Rate | Finance Charges by Transaction Type |
|-----------|------------------------|----------------------------------|-------------------------------------|
| PURCHASES | 0.00% | \$0.00 | \$0.00 |
| CASH | 0.00% | \$0.00 | \$0.00 |

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

Attachment 8

MINUTES
BERRYVILLE TOWN COUNCIL
COMMUNITY IMPROVEMENTS COMMITTEE
Berryville-Clarke County Government Center
Regular Meeting
April 24, 2017

Committee members: Present- Donna Marie McDonald, Chair; Allen Kitselman

Staff: Keith Dalton, Town Manager; Christy Dunkle, Planner; Ann Phillips, Town Clerk; David Tyrrell, Director of Public Utilities

Press: None

Others: None

1. Call to Order

Chair McDonald called the meeting to order at 7:00 p.m.

2. Approval of Agenda

The agenda was approved with one addition.

3. New agenda item

Ms. McDonald read an email from Patty Maples regarding a suicide prevention program that is planned for September 2017.

4. Beautification projects

The Committee discussed the Town owned livery stable behind 23 East Main, and agreed that an evaluation of the condition as has been proposed is the next step in deciding the future of the building.

Ms. McDonald said she has spoken with her HOA about maintaining any landscaping project on Page Street, and they are willing to maintain something that is low cost and low maintenance.

Mr. Dalton introduced new topics of discussion as follows:

- a. repair of the brick walk in Rose Hill Park noting that the Town has a supply of old bricks to use
- b. improvements in Hogan's Alley which the Town Council identified as a memorial to R. John Hogan
- c. beautification of Crow St, Crow St parking lot, Rixey Moore parking lot, and the adjoining alley
- d. improvement of the amphitheater between the Government Center the Barns of Rose Hill

The Committee discussed the proposed topics. Ms. McDonald said the alley should be identified as the site of the former Mecca Restaurant.

5. Water Tank Painting

The Committee and staff discussed the planned water tank painting project and the proposal to include lettering on one or more of the tanks. Mr. Tyrrell showed the paint color choices, and noted that adding graphics will increase the cost of painting by \$9000 to \$12,000 per graphic. Mr. Kitselman noted this was a branding opportunity and said he is in favor of one graphic on the northwest tower only. Mr. Tyrrell said he will solicit firm prices on the options suggested by the Committee and will have them before the next Council meeting. Mr. Dalton noted the desire to have input from the Architectural Review Board, and Ms. Dunkle offered to gather their input individually since the ARB does not meet until after the next Town Council meeting.

6. Adjourn

There being no further business, the meeting was adjourned at 7:50 p.m.

Attachment 9

Water Tank Painting

The proposed FY 2018 Budget provides funding for the first installment of payments for painting the interior and exterior of the Town's three water storage tanks. Staff and the contractor are working to schedule the work and hope to complete all three projects no later than the end 2019. The contractor has requested that the Town choose the exterior paint colors for the tanks.

As you will recall, staff first asked for a decision no later than 1 June. Mr. Tyrell has consulted with the contractor and it will be fine if the Town Council makes its decision on 13 June.

This matter was discussed at the last Community Improvement Committee meeting. Mr. Tyrrell provided the Committee with the contractor's color palette. Both the contractor and Mr. Tyrrell recommend choosing colors with a high light reflective value (LRV), which reduces solar heating that speeds the breakdown of chlorine residual.

The Committee identified a color for the ground reservoir that will complement tank's aluminum dome. As for the two elevated tanks, the Committee identified two colors that it wanted to discuss with the Town Council. It recommends that both elevated tanks be painted the same color. The color recommended for the ground reservoir is Constellation (43GR). The two colors that the Committee recommends for consideration for the elevated tanks are Spring Rain (22B1) and Warm Sun (01BR). The color palette can be viewed at www.tnemec.com by clicking on {Digital Color Palette}.

Further, the Committee also discussed the including a logo on one side of the northwest elevated tank.

Staff explained that staffing issues with the contractor may preclude getting color mock ups prior to the May Town Council meeting and the Committee asked that they do their best to get the information. As of the writing of this report, the new mock ups have not arrived but staff hopes to have them in hand at the meeting.

At the meeting, Mr. Tyrrell will present the information that he has to the Town Council. The Architectural Review Board will discuss the matter at their next meeting and provide any comments/recommendations to the Town Council prior to the 13 June meeting.

Attachment 10

MINUTES
BERRYVILLE TOWN COUNCIL
POLICE AND SECURITY COMMITTEE
Berryville-Clarke County Government Center
Regular Meeting
Thursday, April 27, 2017
9:00 a.m.

Committee members: Present- Dave Tollett, Chair; Pat Dickinson

Staff: Keith Dalton, Town Manager; Neal White, Chief of Police; Ann Phillips, Town Clerk

Press: None

1. Call to Order

The meeting was called to order at 9:00 a.m. by Committee Chair Tollett.

2. Report of the Chief

Chief White provided an update on Police Department staffing and the Skyline Regional Criminal Justice Academy that is now officially chartered.

3. Berryville Code - Chapter 10

The Committee and staff reviewed proposed revisions to Article I of Chapter 10 of the Berryville Code.

4. Refuse Collection

Mr. Dalton noted that he will be riding along on the commercial trash collection route next week in advance of drafting the Commercial Trash Collection policy.

5. Other

Ms. Dickinson asked about the Town Council vote tally when the Council last addressed the issue of allowing chickens in Town. Mr. Dalton said that staff will send the Council members all pertinent information from the previous study of the issue.

Ms. Dickinson invited the Police Department to participate in a suicide prevention program on September 10, 2017.

Chair Tollett said the next Committee meeting will be on May 24, 2017, at 9:00 am.

6. Adjourn

There being no further business, the meeting was adjourned at 9:56 a.m.

Attachment 11



Berryville Police Department

101 Chalmers Ct., Suite A, Berryville, Virginia 22611

policeadmin@berryvilleva.gov

(540) 955-3863 (540) 955-0207 (Fax)

W. Neal White – Chief of Police

MEMO

DATE: 05/02/2017

TO: Town Council

FROM: Chief W. Neal White

CC:

RE: Police Department Monthly Report – 05/09/2017

Monthly Activity Report

The activity report for the month of April 2017 is attached to this memo.

Police and Security Committee

The Police and Security Committee met on April 27, 2017 and the minutes from this meeting are attached to this memo. The committee continues to work through Chapter 10 of the town ordinances concerning motor vehicles. The committee will meet again on May 24, 2017 at 09:00 am in the A/B meeting room.

Skyline Regional Criminal Justice Academy

The Skyline Academy is now officially chartered as all member agencies have signed onto the Charter. All current staff at the Middletown satellite have also accepted positions with the new academy. The construction of the physical building for the academy in Warren County still has not begun, but all government approvals for the site have been granted. Currently the architect and contractor for the building are working through some negotiations which will hopefully be resolved in the near future so construction may begin.

Academy Graduation

Officer Andrews will graduate from the basic law enforcement academy on May 25, 2017. An invitation for the ceremony was forwarded to all members of council who may wish to attend.



Berryville Police Department

101 Chalmers Ct., Suite A, Berryville, Virginia 22611

policeadmin@berryvilleva.gov

(540) 955-3863 (540) 955-0207 (Fax)

W. Neal White – Chief of Police

Police and Security Report

| | Year To Date | April | March |
|--------------|--------------|-------|-------|
| Month: April | 2017 | 2017 | 2017 |
| Year: 2017 | | | |

Complaints Answered

| | | | |
|-----------------------------------|------------|------------|------------|
| 911 Hang Up: | 17 | 4 | 3 |
| Alarms: | 42 | 15 | 12 |
| Animal Complaint: | 35 | 16 | 6 |
| Assault and Battery: | 1 | 0 | 0 |
| Assist County: | 6 | 2 | 3 |
| Auto Larceny: | 0 | 0 | 0 |
| Burglary: | 5 | 4 | 1 |
| Civil Complaints: | 23 | 8 | 5 |
| Disturbance (Non Violent): | 10 | 7 | 0 |
| Domestic Disturbance: | 9 | 1 | 5 |
| Drunk In Public: | 3 | 2 | 0 |
| Forgery & Uttering: | 0 | 0 | 0 |
| Fraud: | 16 | 1 | 4 |
| Grand Larceny: | 3 | 1 | 1 |
| Harassment/Intimidation: | 8 | 3 | 2 |
| Homicide: | 0 | 0 | 0 |
| Juvenile Related: | 7 | 1 | 1 |
| Noise: | 16 | 7 | 4 |
| Petty Larceny: | 8 | 3 | 1 |
| Public Service: | 11 | 1 | 1 |
| Rape: | 0 | 0 | 0 |
| Robbery: | 0 | 0 | 0 |
| Runaway: | 0 | 0 | 0 |
| Shoplifting: | 1 | 1 | 0 |
| Suspicious Activity: | 55 | 19 | 9 |
| Trespassing: | 1 | 0 | 0 |
| Vandalism: | 8 | 0 | 6 |
| Welfare Check: | 47 | 13 | 8 |
| Miscellaneous Complaints: | 115 | 32 | 32 |
| Total Complaints Answered: | 447 | 141 | 104 |



Berryville Police Department

101 Chalmers Ct., Suite A, Berryville, Virginia 22611

policeadmin@berryvilleva.gov

(540) 955-3863 (540) 955-0207 (Fax)

W. Neal White – Chief of Police

Police and Security Report (Continued)

| | Year To Date 2017 | April 2017 | March 2017 |
|--|----------------------|---------------|---------------|
| <u>Traffic</u> | | | |
| Accidents Investigated: | 21 | 5 | 3 |
| Assist Motorist: | 19 | 3 | 2 |
| Child Safety Seat Install: | 2 | 0 | 0 |
| Funeral Escort: | 18 | 6 | 4 |
| Hit & Run: | 4 | 0 | 1 |
| Parking Tickets: | 88 | 37 | 8 |
| Traffic Warnings: | 98 | 28 | 14 |
| <u>Traffic Summons Issued</u> | | | |
| Defective Equipment: | 1 | 0 | 0 |
| Driving Suspended: | 1 | 0 | 0 |
| Expired Inspection: | 14 | 0 | 5 |
| Expired Registration: | 2 | 0 | 0 |
| Fail to Obey Highway Sign: | 39 | 13 | 4 |
| Fail to Obey Traffic Signals: | 3 | 2 | 0 |
| Fail to Stop/Lights & Siren: | 0 | 0 | 0 |
| Fail to Yield Right of Way: | 2 | 0 | 0 |
| Hit and Run: | 0 | 0 | 0 |
| No Liability Insurance: | 0 | 0 | 0 |
| No Operator's License: | 4 | 2 | 0 |
| No Seat Belt: | 0 | 0 | 0 |
| Reckless Driving: | 4 | 1 | 0 |
| Speeding: | 71 | 23 | 7 |
| Miscellaneous Summons: | 8 | 2 | 0 |
| Total Traffic Summons Issued: | 149 | 43 | 16 |
| <u>Found Open at Businesses in Town</u> | | | |
| Doors: | 10 | 0 | 1 |
| Windows: | 0 | 0 | 0 |
| Garage Doors: | 0 | 0 | 0 |



Berryville Police Department

101 Chalmers Ct., Suite A, Berryville, Virginia 22611

policeadmin@berryvilleva.gov

(540) 955-3863 (540) 955-0207 (Fax)

W. Neal White – Chief of Police

Police and Security Report (Continued)

| | Year To Date 2017 | April 2017 | March 2017 |
|---------------------------------------|----------------------|---------------|---------------|
| <u>Criminal Arrests Made</u> | | | |
| Abduction: | 0 | 0 | 0 |
| Arson: | 0 | 0 | 0 |
| Assult and Battery: | 0 | 0 | 0 |
| Assult and Battery on Police Officer: | 0 | 0 | 0 |
| Auto Larceny: | 0 | 0 | 0 |
| Breaking and Entering: | 0 | 0 | 0 |
| Capias: | 1 | 0 | 0 |
| Disorderly Conduct: | 0 | 0 | 0 |
| Driving While Intoxicated: | 2 | 1 | 1 |
| Drunk In Public: | 3 | 2 | 0 |
| Fail to Obey Police Officer: | 0 | 0 | 0 |
| Fail to Pay Parking Ticket: | 0 | 0 | 0 |
| Forgery: | 0 | 0 | 0 |
| Fraud: | 0 | 0 | 0 |
| Grand Larceny: | 0 | 0 | 0 |
| Homicide: | 0 | 0 | 0 |
| Illegal Drugs/Paraphernalia: | 5 | 1 | 0 |
| Petty Larceny: | 0 | 0 | 0 |
| Possess Alcohol Underage: | 0 | 0 | 0 |
| Protective Order Violations: | 2 | 0 | 1 |
| Rape: | 0 | 0 | 0 |
| Resisting Arrest: | 0 | 0 | 0 |
| Robbery: | 0 | 0 | 0 |
| Shoplifting: | 1 | 1 | 0 |
| Trespassing: | 0 | 0 | 0 |
| Vandalism: | 0 | 0 | 0 |
| Weapons Violation: | 0 | 0 | 0 |
| Miscellaneous Criminal Arrests: | 0 | 0 | 0 |
| Juvenile Arrest Total: | | | |
| Total Criminal Arrests: | 14 | 5 | 2 |

Attachment 12

BERRYVILLE TOWN COUNCIL
Streets and Utilities Committee
Tuesday, April 25, 2017
Berryville-Clarke County Government Center
12:00 p.m.

MINUTES

Town Council:

Present: Patricia Dickinson, Chair; David Tollett

Staff: Keith Dalton, Town Manager; Rick Boor, Director of Public Works; Dave Tyrell, Director of Public Utilities; Ann Phillips, Town Clerk

Press: Cathy Kuehner, Winchester Star

Others: Marilyn Pierce, Alton Echols

1. Call to Order

Chair Dickinson called the meeting to order at 12:10 p.m.

2. Approval of Agenda

The agenda was approved as presented.

3. Discussion – Water and Sewer Availability Fees

Mr. Dalton noted the proposed availability fee schedule with changes as requested by the Council in preparation for the public hearing on May 9. The Committee and Mr. Dalton discussed a study of the availability fee schedule which is included in the draft FY17-18 budget and capped at \$20,000. Ms. Dickinson suggested preparing the RFP for services in this fiscal year with work to begin in the next fiscal year. Mr. Dalton said that some members of Council wanted to use the current engineer, Pennoni. He said he will begin work on the framework of the RFP and present the matter to Town Council at the May meeting for a decision regarding how to proceed. Ms. Dickinson said that the Council needs to work on pricing objectives and financial policies related to pricing including a conceptual rate design. She said the Council needs to determine its philosophy and what it offers to consumers in return for both usage rates and availability fee rates.

4. Discussion - Utility Customer Portal

Mr. Dalton said he read the info provided by Ms. Dickinson and has talked with the Town's supplier, HD Supply, about the Aquahawk system. He said Aquahawk uses advanced metering infrastructure which the Town does not have. The Committee discussed the costs and savings of such a system. Mr. Dalton noted that while it is time to begin replacing meters, doing so is costly. He recommended a five year plan to replace existing touch-read meters with radio-read meters, and the Committee was in agreement. Mr. Tollett asked about the number of problems with billing, and Mr. Dalton said there have not been many issues with billing.

5. Updates- Public Utilities and Public Works

Mr. Tyrell provided color samples for painting the Town water storage tanks that had been reviewed the previous evening by the Community Improvements Committee.

Mr. Boor outlined upcoming projects including: street cleaning; water line replacement on Treadwell Street; paving on Jack Enders Blvd, Taylor Street, and Swan Avenue; sewer rehab work

on Treadwell, Academy and Main Streets and Bel Voi Drive; and sidewalk repair on Hermitage Blvd. and Josephine Street.

Ms. Dickinson asked about the status of crosswalk installation. Mr. Dalton noted that he has found an option for solar powered crosswalk signs at a lower cost that may allow lighted signs at the three designated crossings to be completed within the existing budgeted funds. He said that without objection, he will discuss the matter with school Superintendent Chuck Bishop regarding the shared funding prior to finalizing any plans.

6. Adjourn

There being no further business, the committee adjourned at 1:07 p.m.

Attachment 13

Memo

To: Town Council
From: David Tyrrell
Date: May 2, 2017
Re: April 2017 Operations Report

The water treatment plant is in compliance for April 2017 with its monthly parameters. We sent a total of 9.084 MG water to the system with a daily average production of 0.454 MGD and a daily max of 0.501 MG.

Operations of the plant have been no issue the past month. We are currently waiting for VDH approvals of the chlorination upgrade and hope to hear something soon. LT2 testing for river E-coli is moving forward without a hitch thus far. All E-coli test have been below the required averages.

A cleaning of the river vault and both trains are scheduled for this month.

Drought Conditions: Water levels in the Shenandoah River continue to run well below historical averages for the month of April though rains have helped the last few days. State drought monitors for this area still have the region in a precipitation deficit giving us a watch condition and ground water levels are at emergency low levels. We continue to closely watch these conditions. The ventilation system in the sludge processing electric room has also been repaired with a replacement of the HVAC unit mother board.

The wastewater plant is in compliance with its discharge permit for April per data received to date. We have treated a total of 9.25 MG with a daily average of 0.31 MGD and a daily max of 0.39 MG.

The ventilation system in the headworks building screening room is repaired and back in service as are the rotating drum screens which gave us a few additional issues at the beginning of the month. After some additional work on the sludge presses both of them are back into full operation and doing well. Recovery cleans have also been completed on trains 3 and 4 completing the cleaning for this quarter. A significant improvement was noted in TMP's and flux rates after the completion of the cleaning.

We have also had Broy in to repair a busted waterline feeding hydrants on the aeration basin. It took a few days of hand digging to complete but is back in service.

Attached for review is the DMR data report for the wastewater plant with data received to date, a copy of the report for the membrane performance from GE, and the water plant page 1 operations report for VDH.

FLOWS AND CHEMICAL DOSAGES

April 2017

No. Connections Served: 1660
Population Served: 4185

| DATE | Raw Water Treated MGD | Finished Water Produced MGD | Finished Water Delivered MGD | Hours in Service | Raw Water Chemicals | | | | | | | | | | Finished Water Chemicals | | | | | | | |
|---------|-----------------------|-----------------------------|------------------------------|------------------|---------------------|-------|-------------|------|-------------|-------|-------------|------|-------------|-------|--------------------------|------|-------------|---------|-------------|-------|----------------|-------|
| | | | | | Alum | | Carbon | | Chlorine | | Fluoride | | Polymer | | KMnO4 | | Soda Ash | | Chlorine | | Corr Inhibitor | |
| | | | | | Lbs per Day | mg/L | Lbs per Day | mg/L | Lbs per Day | mg/L | Lbs per Day | mg/L | Lbs per Day | mg/L | Lbs per Day | mg/L | Lbs per Day | mg/L | Lbs per Day | mg/L | Lbs per Day | mg/L |
| 1 | | | | | | | | | | | | | | | | | | | | | | |
| 2 | | | | | | | | | | | | | | | | | | | | | | |
| 3 | 0.372 | | 0.340 | 10.8 | 30 | 9.8 | 2 | 0.5 | | | 3.2 | 1.02 | 0.600 | 0.193 | 1.3 | 0.4 | | | 10.3 | 3.3 | | |
| 4 | 0.485 | | 0.445 | 14.0 | 35 | 8.8 | 3 | 0.8 | | | 3.5 | 0.87 | 0.070 | 0.017 | 1.7 | 0.4 | | | 13.4 | 3.3 | | |
| 5 | 0.441 | | 0.399 | 12.8 | 41 | 11.0 | 2 | 0.7 | | | 6.9 | 1.88 | 0.070 | 0.019 | 1.6 | 0.4 | | | 12.2 | 3.3 | | |
| 6 | 0.42 | | 0.390 | 12.5 | 46 | 13.0 | 2 | 0.6 | | | 3.2 | 0.91 | 0.070 | 0.020 | 1.5 | 0.4 | | | 12.0 | 3.4 | | |
| 7 | 0.439 | | 0.404 | 12.0 | 41 | 11.1 | 2 | 0.5 | | | 3.5 | 0.97 | 0.066 | 0.018 | 1.5 | 0.4 | | | 15.2 | 4.2 | | |
| 8 | | | | | | | | | | | | | | | | | | | | | | |
| 9 | | | | | | | | | | | | | | | | | | | | | | |
| 10 | 0.524 | | 0.478 | 15.5 | 46 | 10.4 | 2 | 0.5 | | | 6.7 | 1.53 | 0.066 | 0.015 | 1.9 | 0.4 | | | 14.9 | 3.4 | | |
| 11 | 0.537 | | 0.490 | 16.0 | 51 | 11.3 | 3 | 0.7 | | | 3.7 | 0.82 | 0.088 | 0.020 | 2.0 | 0.4 | | | 15.3 | 3.4 | | |
| 12 | 0.535 | | 0.490 | 16.0 | 51 | 11.4 | 2 | 0.4 | | | 6.7 | 1.50 | 0.071 | 0.016 | 2.0 | 0.4 | | | 15.3 | 3.4 | | |
| 13 | 0.534 | | 0.490 | 16.0 | 56 | 12.5 | 3 | 0.6 | | | 6.7 | 1.50 | 0.084 | 0.019 | 3.0 | 0.7 | | | 15.3 | 3.4 | | |
| 14 | 0.458 | | 0.415 | 13.5 | 51 | 13.3 | 2 | 0.6 | | | 3.4 | 0.90 | 0.069 | 0.018 | 3.4 | 0.9 | | | 12.9 | 3.4 | | |
| 15 | | | | | | | | | | | | | | | | | | | | | | |
| 16 | | | | | | | | | | | | | | | | | | | | | | |
| 17 | 0.54 | | 0.487 | 15.5 | 61 | 13.5 | 3 | 0.7 | | | 7.0 | 1.56 | 0.088 | 0.020 | 10.8 | 2.4 | | | 14.9 | 3.3 | | |
| 18 | 0.49 | | 0.440 | 14.3 | 56 | 13.6 | 3 | 0.6 | | | 3.2 | 0.79 | 0.073 | 0.018 | 9.9 | 2.4 | | | 13.7 | 3.3 | | |
| 19 | 0.552 | | 0.501 | 15.8 | 66 | 14.3 | 3 | 0.7 | | | 6.7 | 1.45 | 0.084 | 0.018 | 11.0 | 2.4 | | | 15.1 | 3.3 | | |
| 20 | 0.5332 | | 0.484 | 15.5 | 61 | 13.7 | 4 | 0.8 | | | 3.6 | 0.81 | 0.077 | 0.017 | 10.8 | 2.4 | | | 14.9 | 3.3 | | |
| 21 | 0.494 | | 0.455 | 14.5 | 91 | 22.2 | 2 | 0.4 | | | 6.0 | 1.46 | 0.075 | 0.018 | 11.0 | 2.7 | | | 13.9 | 3.4 | | |
| 22 | | | | | | | | | | | | | | | | | | | | | | |
| 23 | | | | | | | | | | | | | | | | | | | | | | |
| 24 | 0.519 | | 0.473 | 15.5 | 25 | 5.9 | 7 | 1.5 | | | 3.6 | 0.83 | 0.035 | 0.008 | 15.4 | 3.6 | | | 14.9 | 3.4 | | |
| 25 | 0.528 | | 0.485 | 16.0 | 61 | 13.8 | 10 | 2.4 | | | 6.7 | 1.51 | 0.123 | 0.028 | 11.2 | 2.5 | | | 15.3 | 3.5 | | |
| 26 | 0.508 | | 0.459 | 15.5 | 51 | 12.0 | 2 | 0.4 | | | 3.6 | 0.84 | 0.075 | 0.018 | 10.8 | 2.6 | | | 14.9 | 3.5 | | |
| 27 | 0.536 | | 0.484 | 16.0 | 56 | 12.5 | 2 | 0.5 | | | 6.7 | 1.49 | 0.079 | 0.018 | 11.2 | 2.5 | | | 15.3 | 3.4 | | |
| 28 | 0.527 | | 0.475 | 15.5 | 91 | 20.8 | 2 | 0.5 | | | 6.7 | 1.53 | 0.088 | 0.020 | 13.5 | 3.1 | | | 14.9 | 3.4 | | |
| 29 | | | | | | | | | | | | | | | | | | | | | | |
| 30 | | | | | | | | | | | | | | | | | | | | | | |
| 31 | | | | | | | | | | | | | | | | | | | | | | |
| Total | 9.972 | 0.000 | 9.084 | 293.0 | 1065 | 254.8 | 62 | 14.7 | 0.0 | 0.00 | 101.2 | 24.2 | 2.05 | 0.538 | 135 | 31.5 | 0.0 | 0.00 | 284.5 | 68.48 | 0.0 | 0.00 |
| Maximum | 0.552 | 0.000 | 0.501 | 16.0 | 91 | 22.2 | 10 | 2.4 | 0.0 | 0.00 | 7.0 | 1.9 | 0.60 | 0.193 | 15 | 3.6 | 0.0 | 0.00 | 15.3 | 4.16 | 0.0 | 0.00 |
| Minimum | 0.372 | 0.000 | 0.340 | 10.8 | 25 | 5.9 | 2 | 0.4 | 0.0 | 0.00 | 3.2 | 0.8 | 0.04 | 0.008 | 1 | 0.4 | 0.0 | 0.00 | 10.3 | 3.28 | 0.0 | 0.00 |
| Average | 0.499 | 0.000 | 0.454 | 14.7 | 53 | 12.7 | 3 | 0.7 | ##### | ##### | 5.1 | 1.2 | 0.10 | 0.027 | 7 | 1.6 | ##### | #DIV/0! | 14.2 | 3.42 | #### | ##### |

SIGNED: (OPERATOR IN RESPONSIBLE CHARGE) _____
 PRINTED NAME David A Tyrrell
 TITLE: OPERATOR CLASSIFICATION Class 1
 DPOR CERTIFICATION NO. 1955002813

RAW WATER SOURCE(S) USED DURING MONTH: (SOURCE/DATES)
Shenandoah River - Entire Month

Berryville STP Monthly DMR Data

April 2017

| Date | Effluent Flow MGD | Eff pH SU | Eff Temp Deg C | Eff CBOD mg/l | Eff CBOD KG/D | Eff TSS mg/l | Eff TSS KG/D | Effluent DO River mg/l | Effluent DO WWTP mg/l | Eff NO2 / NO3 mg/l | Eff TKN mg/l | Eff TKN KG/D | Eff Total N mg/l |
|-----------|----------------------|--------------|-------------------|------------------|------------------|-----------------|-----------------|------------------------------|-----------------------------|--------------------------|-----------------|-----------------|---------------------|
| 4/1/2017 | 0.30 | 7.4 | 16.2 | | | | | 10.0 | 9.3 | | | | |
| 4/2/2017 | 0.33 | 7.5 | 16.3 | | | | | 10.6 | 10.2 | | | | |
| 4/3/2017 | 0.31 | 7.4 | 15.6 | | | | | 10.4 | 9.5 | | | | |
| 4/4/2017 | 0.31 | 7.5 | 16.1 | 0.00 | 0.00 | 0.00 | 0.00 | 10.4 | 9.8 | 3.43 | 0.94 | 1.11 | 4.37 |
| 4/5/2017 | 0.39 | 7.5 | 16.5 | 0.00 | 0.00 | | | 9.5 | 8.8 | | | | |
| 4/6/2017 | 0.35 | 7.5 | 17.0 | 0.00 | 0.00 | | | 9.8 | 8.6 | | | | |
| 4/7/2017 | 0.31 | 7.5 | 15.7 | | | | | 10.1 | 9.7 | | | | |
| 4/8/2017 | 0.33 | 7.4 | 14.6 | | | | | 10.1 | 9.9 | | | | |
| 4/9/2017 | 0.34 | 7.4 | 15.2 | | | | | 10.0 | 9.7 | | | | |
| 4/10/2017 | 0.32 | 7.3 | 17.1 | | | | | 10.3 | 9.7 | | | | |
| 4/11/2017 | 0.32 | 7.3 | 17.1 | 0.00 | 0.00 | 0.00 | 0.00 | 10.3 | 9.8 | 0.86 | 0.86 | 1.03 | 1.72 |
| 4/12/2017 | 0.30 | 7.2 | 17.4 | 3.00 | 3.42 | | | 10.3 | 9.8 | | | | |
| 4/13/2017 | 0.31 | 7.3 | 17.8 | 0.00 | 0.00 | | | 10.1 | 9.8 | 1.40 | 0.55 | 0.65 | 1.95 |
| 4/14/2017 | 0.30 | 7.2 | 18.1 | | | | | 9.6 | 9.1 | | | | |
| 4/15/2017 | 0.34 | 7.4 | 18.6 | | | | | 9.7 | 9.2 | | | | |
| 4/16/2017 | 0.31 | 7.4 | 19.0 | | | | | 9.5 | 9.1 | | | | |
| 4/17/2017 | 0.29 | 7.4 | 18.9 | | | | | 10.6 | 8.2 | | | | |
| 4/18/2017 | 0.26 | 7.4 | 18.8 | 0.00 | 0.00 | 0.00 | 0.00 | 9.9 | 8.6 | 1.38 | 0.97 | 0.96 | 2.35 |
| 4/19/2017 | 0.25 | 7.3 | 19.8 | 3.00 | 2.86 | | | 10.4 | 8.0 | | | | |
| 4/20/2017 | 0.28 | 7.4 | 18.7 | 0.00 | 0.00 | | | 8.6 | 8.5 | | | | |
| 4/21/2017 | 0.26 | 7.4 | 19.4 | | | | | 9.3 | 8.1 | | | | |
| 4/22/2017 | 0.27 | 7.2 | 20.0 | | | | | 8.8 | 8.1 | | | | |
| 4/23/2017 | 0.28 | 7.3 | 19.3 | | | | | 8.5 | 8.4 | | | | |
| 4/24/2017 | 0.29 | 7.5 | 19.2 | | | | | 9.2 | 8.5 | | | | |
| 4/25/2017 | 0.33 | 7.4 | 18.8 | | | | | 9.4 | 8.6 | | | | |
| 4/26/2017 | 0.36 | 7.4 | 18.8 | | | | | 9.8 | 8.8 | | | | |
| 4/27/2017 | 0.35 | 7.4 | 18.7 | | | | | 9.3 | 9.2 | | | | |
| 4/28/2017 | 0.39 | 7.4 | 19.0 | | | | | 8.6 | 8.4 | | | | |
| 4/29/2017 | 0.26 | 7.4 | 19.7 | | | | | 9.3 | 8.1 | | | | |
| 4/30/2017 | 0.22 | 7.3 | 18.6 | | | | | 9.4 | 8.4 | | | | |
| Minimum | 0.22 | 7.2 | 14.6 | 0.00 | 0.00 | 0.00 | 0.00 | 8.5 | 8.0 | 0.86 | 0.55 | 0.65 | 1.72 |
| Maximum | 0.39 | 7.5 | 20.0 | 3.00 | 3.42 | 0.00 | 0.00 | 10.6 | 10.2 | 3.43 | 0.97 | 1.11 | 4.37 |
| Total | 9.25 | 221.4 | 536.0 | 6.00 | 6.28 | 0.00 | 0.00 | 291.8 | 269.9 | 7.07 | 3.32 | 3.75 | 10.39 |
| Average | 0.31 | 7.4 | 17.9 | 0.67 | 0.70 | 0.00 | 0.00 | 9.7 | 9.0 | 1.77 | 0.83 | 0.94 | 2.60 |
| Geo Mean | 0.31 | 7.4 | 17.8 | 1.28 | 1.29 | 1.00 | 1.00 | 9.7 | 9.0 | 1.55 | 0.8 | 0.92 | 2.42 |

Berryville STP Monthly DMR Data

April 2017

| Date | Eff Total N KG/D | Eff Total P mg/l | Eff Total P KG/D | E-Coli No/100ml |
|-----------|---------------------|---------------------|---------------------|--------------------|
| 4/1/2017 | | | | |
| 4/2/2017 | | | | |
| 4/3/2017 | | | | |
| 4/4/2017 | 5.15 | 0.37 | 0.44 | 1 |
| 4/5/2017 | | | | |
| 4/6/2017 | | | | |
| 4/7/2017 | | | | |
| 4/8/2017 | | | | |
| 4/9/2017 | | | | |
| 4/10/2017 | | | | |
| 4/11/2017 | 2.06 | 0.30 | 0.36 | 1 |
| 4/12/2017 | | | | |
| 4/13/2017 | 2.32 | 0.38 | 0.45 | |
| 4/14/2017 | | | | |
| 4/15/2017 | | | | |
| 4/16/2017 | | | | |
| 4/17/2017 | | | | |
| 4/18/2017 | 2.33 | 0.31 | 0.31 | 1 |
| 4/19/2017 | | | | |
| 4/20/2017 | | | | |
| 4/21/2017 | | | | |
| 4/22/2017 | | | | |
| 4/23/2017 | | | | |
| 4/24/2017 | | | | |
| 4/25/2017 | | | | |
| 4/26/2017 | | | | |
| 4/27/2017 | | | | |
| 4/28/2017 | | | | |
| 4/29/2017 | | | | |
| 4/30/2017 | | | | |
| Minimum | 2.06 | 0.30 | 0.31 | 1 |
| Maximum | 5.15 | 0.38 | 0.45 | 1 |
| Total | 11.87 | 1.36 | 1.56 | 3 |
| Average | 2.97 | 0.34 | 0.39 | 1 |
| Geo Mean | 2.75 | 0.34 | 0.38 | 1 |



Berryville WWTP Monthly Membrane Operation Report

April 1 - April 30 2017

UF 1 KPI Summary

| Parameter | Health | %In | Std. Dev | Points | Avg |
|--------------------------|--------|-------|----------|--------|-----------|
| FluxBeforeBP | | 100 % | 1.59 | 959 | 7.212 |
| PermeateTurbidityAfterBP | | 100 % | 0.09 | 980 | 0.114 |
| TCPermeabilityBeforeBP | | 99 % | 6.32 | 938 | 32.533 |
| TMPBeforeBP | | 100 % | 0.09 | 980 | 0.275 |
| TotalPermeateFlowDaily | | 100 % | 20638.06 | 31 | 93069.452 |

UF 2 KPI Summary

| Parameter | Health | %In | Std. Dev | Points | Avg |
|--------------------------|--------|-------|----------|--------|-----------|
| FluxBeforeBP | | 100 % | 1.25 | 455 | 7.425 |
| PermeateTurbidityAfterBP | | 100 % | 0.12 | 476 | 0.169 |
| TCPermeabilityBeforeBP | | 100 % | 7.75 | 432 | 30.331 |
| TMPBeforeBP | | 100 % | 0.12 | 476 | 0.318 |
| TotalPermeateFlowDaily | | 100 % | 44304.21 | 31 | 48172.161 |

UF 3 KPI Summary

| Parameter | Health | %In | Std. Dev | Points | Avg |
|--------------------------|--------|-------|----------|--------|-----------|
| FluxBeforeBP | | 100 % | 1.6 | 977 | 7.275 |
| PermeateTurbidityAfterBP | | 100 % | 0.07 | 994 | 0.11 |
| TCPermeabilityBeforeBP | | 100 % | 3.05 | 976 | 29.992 |
| TMPBeforeBP | | 100 % | 0.07 | 994 | 0.301 |
| TotalPermeateFlowDaily | | 100 % | 22150.18 | 31 | 92172.677 |

UF 4 KPI Summary

| Parameter | Health | %In | Std. Dev | Points | Avg |
|--------------------------|--------|-------|----------|--------|-----------|
| FluxBeforeBP | | 100 % | 1.58 | 1021 | 6.896 |
| PermeateTurbidityAfterBP | | 100 % | 0.2 | 1045 | 0.137 |
| TCPermeabilityBeforeBP | | 100 % | 7.69 | 1006 | 28.649 |
| TMPBeforeBP | | 100 % | 0.13 | 1045 | 0.292 |
| TotalPermeateFlowDaily | | 100 % | 21659.6 | 31 | 92820.452 |

UF Plant KPI Summary

| Parameter | Health | %In | Std. Dev | Points | Avg |
|------------------------|--------------------------------------|-------|----------|--------|------------|
| PermeateTemperature | ● | 100 % | 3.7 | 2880 | 53.38 |
| TotalPermeateFlowDaily | ● | 100 % | 44968.73 | 31 | 326234.742 |

UF 1 KPI Summary

| Parameter | LL | LCL | UCL | HH | Apr |
|--------------------------|----|-----|-------|------|-----------|
| FluxBeforeBP | -- | -- | 12.23 | 16.3 | 7.212 |
| PermeateTurbidityAfterBP | 0 | -- | 0.9 | 1 | 0.114 |
| TCPermeabilityBeforeBP | 4 | 6 | -- | -- | 32.533 |
| TMPBeforeBP | -- | -- | 7 | 8 | 0.275 |
| TotalPermeateFlowDaily | -- | -- | -- | -- | 92786.133 |

UF 2 KPI Summary

| Parameter | LL | LCL | UCL | HH | Apr |
|--------------------------|----|-----|-------|------|-----------|
| FluxBeforeBP | -- | -- | 12.23 | 16.3 | 7.425 |
| PermeateTurbidityAfterBP | 0 | -- | 0.9 | 1 | 0.169 |
| TCPermeabilityBeforeBP | 4 | 6 | -- | -- | 30.331 |
| TMPBeforeBP | -- | -- | 7 | 8 | 0.318 |
| TotalPermeateFlowDaily | -- | -- | -- | -- | 45995.867 |

UF 3 KPI Summary

| Parameter | LL | LCL | UCL | HH | Apr |
|--------------------------|----|-----|-------|------|-----------|
| FluxBeforeBP | -- | -- | 12.23 | 16.3 | 7.275 |
| PermeateTurbidityAfterBP | 0 | -- | 0.9 | 1 | 0.11 |
| TCPermeabilityBeforeBP | 4 | 6 | -- | -- | 29.992 |
| TMPBeforeBP | -- | -- | 7 | 8 | 0.301 |
| TotalPermeateFlowDaily | -- | -- | -- | -- | 91687.733 |

UF 4 KPI Summary

| Parameter | LL | LCL | UCL | HH | Apr |
|--------------------------|----|-----|-------|------|---------|
| FluxBeforeBP | -- | -- | 12.23 | 16.3 | 6.896 |
| PermeateTurbidityAfterBP | 0 | -- | 0.9 | 1 | 0.137 |
| TCPermeabilityBeforeBP | 4 | 6 | -- | -- | 28.649 |
| TMPBeforeBP | -- | -- | 7 | 8 | 0.292 |
| TotalPermeateFlowDaily | -- | -- | -- | -- | 92633.9 |

UF Plant KPI Summary

| Parameter | LL | LCL | UCL | HH | Apr |
|------------------------|----|-----|---------|---------|------------|
| PermeateTemperature | 32 | -- | 100 | 110 | 53.38 |
| TotalPermeateFlowDaily | -- | -- | 1100000 | 2100000 | 323103.633 |

Attachment 14

Report of the Department of Public Works May 2, 2017

We had no water breaks during the past month. The water upgrade project for Treadwell Street will begin next week. We held an informational meeting about the project last week that was attended by several residents. We anticipate this project to be completed by the end of June.

In preparation of the up-coming water tank rehabilitation projects Public Works and the Utilities Department are working together to isolate the water towers and take them out of service for a 24 hour period. This is being done to ensure our distribution system will work properly when the towers are out of service for a long period of time.

We advertised our spring asphalt paving projects last month. The bid opening was on April 27th and we had five companies submit bids for the projects. The low bidder was W L Construction. Desi has reviewed their bid documents and determined their bid met all the procurement requirements, and W L has been awarded the contract. Once they meet all the requirements of the award document, then we will issue the notice to proceed.

Our annual street sweeping is underway. We have finished the Battlefield Estates, Hermitage, South Gate subdivisions and Josephine Street. We have experienced a minor break down of the brooms dust control system. The water pump that supplies water to the brushes stopped working. I have ordered a replacement pump and it should be here by the end of the week.

Attachment 15

Proposed amendment to the Schedule of Water and Sewer Fees and Charges

May 9, 2017

This matter was discussed at the April 2017 meeting.

The Council discussed the rate schedule study that has been identified in the draft FY 2018 budget. The Town Council also discussed the concept of amending the schedule to reduce the multi-family per unit rate from 90% of the single-family per unit rate to 80% of the single-family per unit rate.

The Town Council agreed to set a public hearing for the May 9 meeting to receive comment on a proposal to reduce the multi-family per unit rate to 80% of the single-family per unit rate.

April 11, 2017

This matter was discussed at the March 2017 meeting.

The Council addressed such proposals as bonding the full amount of the current fees but allowing the developer to avail himself of the fees established after the rate study is completed, adjusting the multi-family fee to 80% of the single-family fee, and moving forward with a water and sewer fee study. The Council agreed to move forward with a fee study in FY18, capping the cost at \$20,000.

Since the meeting Mr. Arnold contacted staff and asked 1) for information regarding the current availability fees (find attached email dated 3 April 17 and attachments) and 2) for this matter to be placed on the agenda again. *(Please note that this section is from a previous report and this item is not attached as listed)*

March 14, 2017

This matter was discussed at the February 28, 2017 Streets and Utilities Committee meeting. It was also discussed at the March 6, 2017 Town Council Work Session. At the work session, Earl Sutherland of Pennoni provided an overview on availability fee evaluation.

February 14, 2014

The proposed amendment of the Schedule of Water and Sewer Fees and Charges was discussed at the December 13, 2016 and January 10, 2017 regular Town Council meetings as well as the January 3, 2017 and January 24, 2017 Streets and Utilities Committee meetings.

At the January Town Council meeting, the Council directed the Town Manager to consult with the Town's engineer regarding the structure of the Availability Fee Schedule. He was to speak with the engineer in order to gain insight into why the availability fees for multi-family units are structured as they are in the Town's fees schedule.

During the January 24, 2017 Streets and Utilities Committee meeting, Mayor Dickinson expressed concern that an engineer was being consulted on this matter. The Town Manager stated that he believed he was acting in accordance with the wishes of the Town Council and that the discussion in question is limited. Mayor Dickinson stated that this is a matter of philosophy not engineering. She noted that no multi-family development had been built in Berryville since the late 1990's and that fees affect what can be developed. Mr. Tollett stated that during his research he found an approach that should be considered during this discussion. He provided a copy of the Loudoun Water Fee Schedule.

He noted that this structure provides for a focused examination of the usage expected for a particular use and that the fee is based on that examination. Further, Loudoun Water has the authority to review the fee that has been applied to a property and make adjustments (i.e. bill) as needed.

Earl Sutherland, P.E of Pennoni (engineering firm) informed staff that the basic principle behind the structure that Berryville has (you have also reviewed Fairfax Water's ordinance that is structured similarly) is that multi-family units consume approximately 80% of the water consumed by single family units. He noted that the Fredrick County Sanitary Authority has just adopted a new policy concerning availability fees for multi-family dwelling unit projects. Prior to the change, fees were based solely on meter (master) size. The amended fee schedule provides for a fee based on 80% of the fee for a single-family unit multiplied by the number of units in the project. He noted that, in his opinion, the structure using the 80% calculation is a much more equitable way to charge for utility availability and service.

Please find attached fees schedules from the following localities/authorities: *(Please note this section is from a previous report and these items are not attached as listed)*

- Loudoun Water
- Frederick County Sanitary Authority
- Fairfax County Water Authority
- Town of Luray
- Town of Purcellville
- Shenandoah County
- Town of Front Royal
- Town of Lovettsville

These fee schedules are just a sampling of the many fees structures that exist. As you will see, some jurisdictions address multi-family availability fees by charging for each unit at a reduced rate while others apply a meter size approach. Loudoun's approach, which is quite different than the others included in the packet, is more nuanced and complex. With regard to Berryville's current fee schedule, it clear that the multiplier should have been applied to both the water and sewer fees instead of just the water fee.

With regard to Ms. Gibson's question regarding the affect that reducing availability fees would have on the water fund, staff is not in a position to provide an in-depth analysis of the matter. What can be said is that the Town will need to spend over \$1.5 M in water fund capital improvements over the next several years. While some of the work can be paid for by fund reserves, availability fees will be critical to funding the required work. It is safe to say that if availability fees are not collected in sufficient amounts to cover a significant portion of these costs, user fees will have to be increased. Detailed analysis of the matter would require agreement on many assumptions.

Report from 1/24/17 Streets and Utilities Committee Meeting

This matter has come to the fore because of the proposed development of the 120 unit Robert Regan House.

Mayor Dickinson has highlighted her concern about two aspects of the Town's Availability Fees as currently constituted. Mayor Dickinson has pointed out that Section III.A.2.b of the Town of Berryville Schedule of Water and Sewer Fees and Charges (6/24/15) may contain a topographical error. Staff agrees that there is an error in that section and that the unit charge should be the same as the Multi-Family unit charge in Section 3.1. Accordingly, the per unit charge in Section 3.2.b should be \$4,725.

Mayor Dickinson has also expressed concerns about the schedule as it relates to availability fees for Multi-Family uses. Specifically, Section III.A.2.b provides that the water availability fee for multi-family units will be based on the higher of either the amount derived from multiplying the number of units by the per unit charge or the or the amount based on the meter size (Section III.A.2).

As currently constituted (but amended for the typo), the availability fee charge for the Regan House would be:

| | |
|-------|-------------------------|
| Water | \$567,000 (120 x 4,725) |
| Sewer | \$182,000 |
| Total | \$749,000 |

The Streets and Utilities Committee discussed this matter on 3 January. The Committee directed staff to draft an amended schedule eliminating the per unit fee. Please find attached a draft amended schedule for discussion (*Please note that this section is from a previous report and this item is not attached as listed*). If the schedule is amended in this manner the total availability fee charge for the Regan House would be:

| | |
|-------|------------|
| Water | \$ 42,000 |
| Sewer | \$182,000 |
| Total | \$ 224,000 |

The difference between the two approaches is \$525,000 or \$4,375 per unit.

Please find attached: (*Please note this section is from a previous report and these items are not attached as listed*)

- draft amended Town of Berryville Schedule of Water and Sewer Fees and Charges
- correspondence from Alton Echols on this matter
- current City of Fairfax fee schedule (model on which the Town’s schedule was written)

BERRYVILLE TOWN COUNCIL

MOTION TO ADOPT REVISED AVAILABILITY FEE SCHEDULE

Date: May 9, 2017

Motion By:

Second By:

I move that the Council of the Town of Berryville adopt the attached revised Schedule of Water and Sewer Fees and Charges Effective May 10, 2017.

VOTE:

Aye:

Nay:

Absent:

Attest: _____
Harry L. Arnold, Jr., Recorder

TOWN OF BERRYVILLE
SCHEDULE OF WATER AND SEWER FEES AND CHARGES

Effective ~~June 24, 2015~~ May 10, 2017

I. USER FEES

A. WATER

\$8.40 per 1,000 gallons of usage
 \$5.00 per month minimum charge

B. SEWER

\$ 17.00 per 1,000 gallons of usage
 \$ 15.00 per month minimum charge

II. DEPOSITS AND ADMINISTRATIVE FEES

A. DEPOSITS

Residential: \$ 225

Business/Commercial (excluding Restaurants and Laundries): \$ 860

Restaurant: \$ 785

Laundry: \$2,450

B. ADMINISTRATIVE FEES

Late Fee: 10% of bill amount

Service Disconnection/Reconnection Fee: \$40

Returned Check/ACH Fee \$25

III. AVAILABILITY FEES

A. WATER

| | Type of Premises | Charge |
|----|---|---|
| 1. | Residential: | |
| | Single Family Residential individual 5/8" meter | \$ 5,250 + meter charge |
| | Town House, Duplex individual 5/8" meter | \$ 5,250 per unit + meter charge |
| | Multi-Family | \$ 4,725 <u>4,200</u> per unit + meter charge |

2. Commercial, Industrial, Institutional, & Single Family greater than 5/8" meter:

| Water Meter Size (Inches) | Demand Ratio | Radio Read | |
|------------------------------|-----------------|---------------|-----------------------------|
| | | Avail. Fee | Meter Cost |
| 5/8 | 1.0 | \$ 5,250 | Meter cost + 30% admin. fee |
| 3/4 | 1.5 | 7,825 | Meter cost + 30% admin. fee |
| 1.0 | 2.5 | 13,125 | Meter cost + 30% admin. fee |
| 1.5 | 4.375 | 22,970 | Meter cost + 30% admin. fee |
| 2.0 | 8.0 | 42,000 | Meter cost + 30% admin. fee |
| 3.0 | 16.0 | 84,000 | Meter cost + 30% admin. fee |
| 4.0 | 25.0 | 131,250 | Meter cost + 30% admin. fee |
| 6.0 | 50.0 | 262,500 | Meter cost + 30% admin. fee |

Greater than 6", Demand Ratio (AWWA M22) multiplied by fee for Demand Ratio 1

Notes:

- (a) Multi-family residences are defined as any master metered group of apartment, town house, condominium or other residential units with each unit containing separate kitchen facilities.
- (b) In cases where a master meter is serving multi-family residences or a combination of multi-family and commercial units, the applicant will pay a fee based on the higher of (a) an amount derived by multiplying the unit charge of \$5,250 **4,200** for multi-family residence times the total number of residential and commercial units to be served by a single meter, or (b) an amount based on the meter size as specified above.

B. SEWER

| Water Meter Size (Inches) | Demand Ratio | Avail. |
|------------------------------|-----------------|-----------|
| | | Fee |
| 5/8 | 1.0 | \$ 22,750 |
| 3/4 | 1.5 | 34,125 |
| 1.0 | 2.5 | 56,875 |
| 1.5 | 4.375 | 99,535 |
| 2.0 | 8.0 | 182,000 |
| 3.0 | 16.0 | 364,000 |
| 4.0 | 25.0 | 568,750 |
| 6.0 | 50.0 | 1,137,500 |

Greater than 6", Demand Ratio (AWWA M22) multiplied by fee for Demand Ratio 1

IV. LATERAL or CONNECTION FEES

A. WATER

| Meter Size (Inches) | By | By |
|------------------------|-------------|-----------------------------|
| | Others | Town |
| 5/8 | * (b) | cost + 10% (\$500 min.) & b |
| 3/4 | * (b) | cost + 10% (\$500 min.) & b |
| 1.0 | * (b) | cost + 10% (\$500 min.) & b |
| 1.5 | * (b) | (c) & (b) |
| 2.0 | * (b) | (c) & (b) |
| 3.0 | * (a) & (b) | (a) & (b) |
| 4.0 | * (a) & (b) | (a) & (b) |
| 6.0 | * (a) & (b) | (a) & (b) |
| Greater than 6" | * (a) & (b) | (a) & (b) |

B. SEWER

| Lateral Size (Inches) | By Others | By Town |
|-----------------------|-----------|-------------------------|
| 4 | * | cost + 10% (\$500 min.) |
| Greater than 4" | * | N/A (d) |

Notes:

- (a) = Town of Berryville to furnish and install wet taps to existing mains at cost plus 10%. Contractor to furnish and install lines and vaults.
- (b) = Town of Berryville to install meters.
- (c) = Town of Berryville to provide 2" service line to property line with 2" ball valve at cost plus 10%. Contractor to furnish and install meter vault and meter setter.
- (d) = Installed by contractor if larger than 4" required.
- * = Inspection fee applies, see Section V.

V. INSPECTIONS

A. Sanitary Sewer Camera Service & Storm Sewer Camera Service

Mains and Laterals Over 4-Inches in Diameter:

| | |
|------------------------|------------------------|
| Mobilization Fee | \$250 |
| Camera Fee | \$2.50 per linear foot |

4-Inch Laterals:

| | |
|---|-----------------------------------|
| Laterals Under 50-Feet in Length | \$100 |
| Laterals 50-Feet in Length or Greater | \$100 plus \$2.50 per linear foot |

B. Inspections

| | |
|---------------------------------------|----------------|
| Approved Inspector or Town Staff..... | \$ 50 per hour |
| Licensed Professional Engineer | cost |

Notes:

Cleaning lines will be required prior to camera use and is the responsibility of the applicant.

VI. SIGNIFICANT INDUSTRIAL USER FEES

| | |
|-------------------------------------|-------|
| Sewer system discharge permit | \$500 |
|-------------------------------------|-------|

VII. WATER METER TESTING

| | |
|------------------------|---------------|
| 5/8" meter | \$ 100 |
| All other meters | \$ 100 + cost |

Notes: Fee is refunded if meter is found to be over registering

VIII. UNAUTHORIZED USE OF SERVICE

For unapproved water withdrawals from fire hydrants or any other part of the Town Water System, or when a customer willfully takes steps to reactivate service after service has been disconnected by the town on account of nonpayment of any charge owed to the town and the town is required to take some action to again discontinue service, such as removing the meter, etc., a charge for unauthorized use of service in the amount of two hundred and fifty dollars (\$250) shall be paid. This charge shall be in addition to any other charge for water and sewer utility services owed to the town, as well as any other legal remedies which the town may be able to pursue for unauthorized use of service.

Attachment 16

MINUTES
BERRYVILLE TOWN COUNCIL
PERSONNEL COMMITTEE
Berryville-Clarke County Government Center
Regular Meeting
April 25, 2017

Committee members: Present- Harry Lee Arnold, Jr., Chair; Patricia Dickinson; Erecka Gibson

Staff: Keith Dalton, Town Manager; Ann Phillips, Town Clerk

Press: Cathy Kuehner, Winchester Star

Others: Marilyn Pierce

1. Call to Order

Chair Arnold called the meeting to order at 9:00 a.m.

2. Approval of Agenda

The agenda was approved as presented.

3. Discussion – Board of Zoning Appeals Appointments

Mr. Dalton listed the Board members whose terms are nearing expiration: Margaret Barthel, Wilson Kirby, and Gwen Malone. He said that all three are available for re-appointment. Ms. Gibson moved that the three members be recommended to the Circuit Court for re-appointment. Ms. Dickinson seconded the motion which carried unanimously.

4. Discussion – Architectural Review Board Appointment

Mr. Dalton noted that Gene Williamson's term is expiring in July and he is willing to serve another term. After a brief discussion of re-appointing current members, Ms. Gibson moved that the Committee recommend Mr. Williamson be reappointed by the Town Council. Ms. Dickinson seconded the motion which carried unanimously.

5. Discussion – Barns of Rose Hill Board of Directors Appointment

Mr. Dalton said that the Barns of Rose Hill bylaws call for the Town and County each to appoint a member to the Board of Directors. Mr. Arnold said it is important for the appointed member to be a member of the Town Council. He said he had spoken with Council member McDonald and she agreed to serve, keeping the tradition of the appointed member being a current Town Council member. Ms. Dickinson moved that the Committee recommend that the Town Council appoint Donna McDonald to the Board of Directors for the Barns of Rose Hill. Ms. Gibson seconded the motion which carried unanimously.

6. Other

The Committee briefly discussed term limits for board and committee members. Ms. Dickinson said that a wider net needs to cast to get more people involved.

7. Adjourn

There being no further business, the meeting was adjourned at 9:22 a.m.

Attachment 17

BERRYVILLE TOWN COUNCIL
MOTION TO RECOMMEND APPOINTMENT
TO THE BERRYVILLE BOARD OF ZONING APPEALS

Date: May 9, 2017

Motion By:

Second By:

I move that the Council of the Town of Berryville recommend the following to the Clarke County Circuit Court:

Appointment of **Margaret Barthel** to the Town of Berryville Board of Zoning Appeals for a five year term ending May 9, 2022.

VOTE:

Aye:

Nay:

Abstain:

Absent:

ATTEST: _____
Harry Lee Arnold, Jr., Recorder

BERRYVILLE TOWN COUNCIL
MOTION TO RECOMMEND APPOINTMENT
TO THE BERRYVILLE BOARD OF ZONING APPEALS

Date: May 9, 2017

Motion By:

Second By:

I move that the Council of the Town of Berryville recommend the following to the Clarke County Circuit Court:

Appointment of **Wilson Kirby** to the Town of Berryville Board of Zoning Appeals for a five year term ending June 12, 2022.

VOTE:

Aye:

Nay:

Abstain:

Absent:

ATTEST: _____
Harry Lee Arnold, Jr., Recorder

BERRYVILLE TOWN COUNCIL
MOTION TO RECOMMEND APPOINTMENT
TO THE BERRYVILLE BOARD OF ZONING APPEALS

Date: May 9, 2017

Motion By:

Second By:

I move that the Council of the Town of Berryville recommend the following to the Clarke County Circuit Court:

Appointment of **Gwen Malone** to the Town of Berryville Board of Zoning Appeals for a five year term ending June 12, 2022.

VOTE:

Aye:

Nay:

Abstain:

Absent:

ATTEST: _____
Harry Lee Arnold, Jr., Recorder

Attachment 18

BERRYVILLE TOWN COUNCIL
MOTION TO APPOINT
TO THE BERRYVILLE ARCHITECTURAL REVIEW BOARD

Date: May 9, 2017

Motion By:

Second By:

I move that the Council of the Town of Berryville re-appoint Leland E. Williamson, Jr. to the Berryville Architectural Review Board for a four-year term to commence July 1, 2017, and ending June 30, 2021.

VOTE:

Aye:

Nay:

Abstain:

Absent:

ATTEST: _____
Harry Lee Arnold, Jr., Recorder

Attachment 19

BERRYVILLE TOWN COUNCIL
MOTION TO APPOINT DONNA MARIE MCDONALD
TO THE BOARD OF DIRECTORS OF
THE BARNES OF ROSE HILL

Date: May 9, 2017

Motion By:

Second By:

I move that the Council of the Town of Berryville appoint Donna Marie McDonald to the Board of Directors of the Barnes of Rose Hill as liaison to the Town for a three year term ending May 8, 2020.

VOTE:

Aye:

Nay:

Absent/Abstain:

ATTEST: _____
Harry Lee Arnold, Jr., Recorder