

**BERRYVILLE TOWN COUNCIL  
MEETING AGENDA  
Work Session  
Berryville-Clarke County Government Center  
101 Chalmers Court, Second Floor  
Main Meeting Room  
March 13, 2017  
3:00 p.m.**

**Item**

**Attachment**

**1. Call to Order** – Patricia Dickinson, Mayor

**2. Approval of Agenda**

**3. Discussion**                      FY 2019 Draft Budget

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**4. Other**

**5. Closed Session** –              No closed session scheduled

**6. Adjourn**

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

Please find attached the following:

- Budget Calendar
- Memorandum to Budget and Finance Committee from KRD dated 2/23/18
- Budget (proposed) Highlights
- Budget (proposed) Summary
- Budget (proposed)
- CIP (proposed)
- Budget (proposed) Work Sheets
- CIP Narratives (FY18-FY23)
- Requests: Clarke County, Berryville Main Street, & John H. Enders Volunteer Fire Company

Given the number of questions that I have gotten regarding Police Department requests, I have asked Chief White to be present so that he may answer any questions that the Council has regarding those requests.

After the budget work session the Council will adjourn the meeting and will begin the regular meeting at 7:30 pm. At the regular meeting the Council will be asked to set a public hearing on 2018 tax rates for the April meeting.

# BUDGET CALENDAR

## FY 2018-2019

ACTIVITY	RESPONSIBILITY	DATE
Ask for Department & CIP Budget Requests	Town Manager Town Treasurer	January 2, 2018
Prepare Budget & CIP Requests	Department Heads	January 2, 2018 February 2, 2018
Submit Departmental & CIP Budget Requests	Department Heads	February 2, 2018
Prepare Initial Revenue Estimates for Upcomming FY	Town Manager Town Treasurer	January 2, 2018 February 2, 2018
Review Department & CIP Budget Requests	Town Manager Town Treasurer	February 2, 2018 February 23, 2018
Prepare Non-departmental Budget Requests	Town Treasurer	January 2, 2018 February 2, 2018
Review/Revise Budget Estimates with Dept Heads	Town Manager	February 2, 2018 February 23, 2018
Budget Committee Worksession	B&F Committee Town Staff	Feb 27 at 10:30 am A/B Meeting Room
Budget Worksession	Town Council Town Staff	Mar 13 at 3:00 pm Main Mtg Room
Advertise Tax Public Hearing	Town Staff	March 20, 2018
Public Hearing Real Estate Tax Rates	Town Council	April 10, 2018
Council Meeting Set 2018 Tax Rates	Town Council	April 10, 2018
Print & Proof Budget	Town Treasurer	April 10, 2018 April 30, 2018
Advertise Budget Public Hearing	Town Staff	April 17, 2018
Public Hearing FY 2018-2019 Budget	Town Council	May 8, 2018
Adopt & Appropriate Budget	Town Council	Jun 12, 2018
Print & Distribute Budget	Town Treasurer	Jun 13, 2018 Jun 29, 2018

## Memorandum

Date: 23 February 2018

To: Budget and Finance Committee

From: Keith R. Dalton, Town Manager

Cc: Town Council  
Desi Moreland, Asst. Town Manager for Finance and Admin.  
Mia Jackson, Town Clerk

Subject: Draft Fiscal Year 2019 Budget

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Please find attached the following:

- Draft Budget Summary
- Draft Budget / CIP
- Draft Budget Worksheets
- Capital Improvement Narratives

The draft budget as presented is balanced. This balanced budget requires neither an increase in tax rates nor utility rates. With that said, utility rates were last increased in 2015 and adjustment should be considered. In particular, the water fund is of increasing concern to staff.

As it relates to specific concerns or projects recently discussed by members of the Town Council, the draft budget includes:

- Funding of the Police Department Career Development Program
- Funding for an additional Patrol Officer (unfreeze position)
- Funding a \$1,000 market increase for all FTE's
- Funding for two permanently installed radar feedback signs
- Funding for a reserve fund that will be used to stabilize the livery stable
- Funding for development of a master plan for Rose Hill Park

As it relates to specific concerns or projects recently discussed by members of the Town Council, the draft budget does not include:

- Funds for improvements to the John Rixey Moore Playground
- Funds for the purchase of a suite of budgeting software

With regard to the Capital Improvements Program, staff has taken a different approach to what is presented this year. The Capital Improvement Narratives for fiscal years 2019, 2020, 2021, 2022, and 2023 include all projects that have been requested by staff (red ink represents items removed or amended and blue ink represents new items or updated information). Please note that the draft budget does not provide funding for all of the projects for which funding was requested. The Capital Improvements Narrative for fiscal year 2018 has also been included. Added to this narrative are project status updates (these updates are in purple).

Staff will walk the Committee through the draft at the meeting on Tuesday.

# **FY 2018-2019 DRAFT BUDGET PREPARATION HIGHLIGHTS**

## **REVENUES**

### **GENERAL FUND**

- No increase in Personal Property tax rate.
- PPTRA remains at 70%
- No increase in Real Estate tax rate.
- No increase in Machinery & Tools tax rate.
- No increase in Vehicle License Fees
- 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.
- Two residential and one commercial Availability Fees projected

### **SEWER FUND**

- No increase in Treatment Fees.
- Two residential and one commercial Availability Fees projected

## **OPERATING EXPENSES**

### **ALL FUNDS**

- \$1000 COLA with Police Dept CDP payroll increases are proposed.
- 8.5 % increase in Health Care costs.
- TOTAL BUDGET decrease of 3.01%

### **GENERAL FUND**

- Increase in Maintenance & Operational Expenses of 1.16%
- Blight Abatement
- Overlap in Utility Clerk position
- Debt Service deposits to RDA Debt Service Reserve Fund end 5-18
- Contingency is 3.04% of the Operating Budget
- General Fund total increase of 6.58%

### **WATER FUND**

- Decrease in Maintenance & Operational Expenses of 1.11%
- There is currently no Debt Service in the Water Fund
- Contingency is 3 % of the Operating Budget
- Water Fund total decrease of 15.88 % due to CIP Tank Maintenance

### **SEWER FUND**

- Increase in Maintenance & Operational Expenses of 9.68%
- Debt service reflects payment to VRA
- Contingency is 3% of the Operating Budget
- Sewer Fund total decrease of 3.01%

**FY 18-19  
BUDGET SUMMARY**

<u>Resources and Revenues</u>	<b>AMENDED FY 17-18</b>	<b>REQUESTED FY 18-19</b>	
<b>GENERAL FUND</b>			
Fund Balance	\$ 75,000.00	\$ 182,750.00	
Revenue from Local Sources	\$ 2,516,125.00	\$ 2,626,600.00	
Revenue from State Sources	\$ 924,883.00	\$ 938,162.00	
Revenue from Other Sources	\$ 1,000.00	\$ 1,000.00	
<b>Total</b>	<b>\$ 3,517,008.00</b>	<b>\$ 3,748,512.00</b>	
<b>WATER FUND</b>			
Fund Balance	\$ 485,000.00	\$ 300,000.00	
Revenue from Local Sources	\$ 895,625.00	\$ 888,690.00	
Availability Fees	\$ 72,190.00	\$ 33,470.00	
<b>Total</b>	<b>\$ 1,452,815.00</b>	<b>\$ 1,222,160.00</b>	
<b>SEWER FUND</b>			
Fund Balance	\$ 35,000.00	\$ 15,000.00	
Revenue from Local Sources	\$ 1,701,000.00	\$ 1,676,500.00	
Availability Fees	\$ 312,820.00	\$ 145,035.00	
<b>Total</b>	<b>\$ 2,048,820.00</b>	<b>\$ 1,836,535.00</b>	
<b>TOTAL RESOURCES AND REVENUES</b>	<b>\$ 7,018,643.00</b>	<b>\$ 6,807,207.00</b>	
 <b><u>Expenses and Reserves</u></b>			
<b>GENERAL FUND</b>			
Maintenance and Operational	\$ 3,162,435.00	\$ 3,199,095.00	101.16%
Debt Service	\$ 132,611.30	\$ 121,476.00	
Capital Reserves and Expenses	\$ 102,200.00	\$ 330,750.00	
Contingency	\$ 119,761.70	\$ 97,191.00	3.04%
<b>Total</b>	<b>\$ 3,517,008.00</b>	<b>\$ 3,748,512.00</b>	<b>106.58%</b>
<b>WATER FUND</b>			
Maintenance and Operational	\$ 706,045.00	\$ 698,175.00	98.89%
Debt Service	\$ -	\$ -	
Capital Reserves and Expenses	\$ 712,045.00	\$ 503,035.00	
Contingency	\$ 34,725.00	\$ 20,950.00	3.00%
<b>Total</b>	<b>\$ 1,452,815.00</b>	<b>\$ 1,222,160.00</b>	<b>84.12%</b>
<b>SEWER FUND</b>			
Maintenance and Operational	\$ 941,020.00	\$ 1,032,110.00	109.68%
Debt Service	\$ 470,000.00	\$ 470,000.00	
Capital Reserves and Expenses	\$ 591,250.00	\$ 303,460.00	
Contingency	\$ 46,550.00	\$ 30,965.00	3.00%
<b>Total</b>	<b>\$ 2,048,820.00</b>	<b>\$ 1,836,535.00</b>	<b>89.64%</b>
<b>TOTAL EXPENSES AND RESERVES</b>	<b>\$ 7,018,643.00</b>	<b>\$ 6,807,207.00</b>	<b>96.99%</b>

**2/23/2018****FY 18-19 BUDGET REVENUES**

<b>Account Number</b>	<b>Account Description</b>	<b>9/12/2017 AMENDED 2017-2018</b>	<b>2/27/2018 REQUESTED 2018-2019</b>
<b>GENERAL FUND</b>			
<b>FUND BALANCE</b>			
100-3000000-0000	FUND BALANCE FORWARD	\$ 75,000.00	\$ 182,750.00
	<b>TOTAL FUND BALANCE</b>	<b>\$ 75,000.00</b>	<b>\$ 182,750.00</b>
<b>REVENUE FROM LOCAL SOURCES</b>			
100-3110101-0000	CURRENT REAL ESTATE TAXES	\$ 900,000.00	\$ 910,000.00
100-3110102-0000	DEL REAL ESTATE TAXES	\$ 5,000.00	\$ 5,000.00
100-3110201-0000	UTILITY REAL ESTATE TAXES	\$ 11,375.00	\$ 11,650.00
100-3110301-0000	CURRENT PERS PROP TAXES	\$ 238,000.00	\$ 260,000.00
100-3110302-0000	DEL PERS PROP TAXES	\$ 3,000.00	\$ 3,500.00
100-3110401-0000	MACHINERY & TOOLS	\$ 155,000.00	\$ 161,700.00
100-3110601-0000	TAX PENALTIES	\$ 6,000.00	\$ 6,000.00
100-3110602-0000	TAX INTEREST	\$ 6,000.00	\$ 4,000.00
	<b>TOTAL REV FROM LOCAL SOURCES</b>	<b>\$ 1,324,375.00</b>	<b>\$ 1,361,850.00</b>
<b>OTHER LOCAL TAXES</b>			
100-3120101-0000	LOCAL SALES TAX	\$ 185,000.00	\$ 200,000.00
100-3120201-0000	CONSUMER UTILITY TAX	\$ 95,000.00	\$ 100,000.00
100-3120300-0000	BUSINESS LICENSE	\$ 200,000.00	\$ 200,000.00
100-3120402-0000	REC FRANCHISE FEES	\$ 32,000.00	\$ 32,000.00
100-3120501-0000	AUTO LICENSE	\$ 90,000.00	\$ 90,000.00
100-3120601-0000	BANK FRANCHISE TAXES	\$ 125,000.00	\$ 125,000.00
100-3120801-0000	CIGARETTE TAX (10¢)	\$ 50,000.00	\$ 45,000.00
100-3121001-0000	LODGING TAX (2%)	\$ 7,500.00	\$ 7,500.00
100-3121101-0000	MEALS TAX (4%)	\$ 240,000.00	\$ 265,000.00
	<b>TOTAL OTHER LOCAL TAXES</b>	<b>\$ 1,024,500.00</b>	<b>\$ 1,064,500.00</b>

Account Number	Account Description	9/12/2017 AMENDED 2017-2018	2/27/2018 REQUESTED 2018-2019
<b>PERMITS, FEES &amp; LICENSES</b>			
100-3130304-0000	LAND USE APPLICATION FEES	\$ 500.00	\$ 750.00
100-3130307-0000	ZONING & SUBDIVISION FEES	\$ 10,000.00	\$ 10,000.00
	<b>TOTAL PERMITS, FEES &amp; LICENSES</b>	<b>\$ 10,500.00</b>	<b>\$ 10,750.00</b>
<b>FINES &amp; FORFEITURES</b>			
100-3140101-0000	COURT FINES	\$ 20,000.00	\$ 25,000.00
100-3140102-0000	PARKING METER FINES	\$ 4,000.00	\$ 2,500.00
100-3140103-0000	ESUMMONS	\$ -	\$ 1,500.00
	<b>TOTAL FINES &amp; FORFEITURES</b>	<b>\$ 24,000.00</b>	<b>\$ 29,000.00</b>
<b>REVENUE FROM MONEY OR PROP</b>			
100-3150101-0000	INTEREST ON DEPOSITS	\$ 20,000.00	\$ 40,000.00
100-3150201-0000	RENTAL OF PROPERTY	\$ 12,000.00	\$ 12,000.00
100-3150205-0000	WATER TANK SITE LEASE	\$ 68,750.00	\$ 74,000.00
100-3150206-0000	CHARGE CARD REBATE	\$ 10,000.00	\$ 10,500.00
	<b>TOTAL FROM MONEY OR PROP</b>	<b>\$ 110,750.00</b>	<b>\$ 136,500.00</b>
<b>CHARGES FOR SERVICES</b>			
100-3160703-0000	PARKING METERS	\$ 12,000.00	\$ 14,000.00
100-3161502-0000	SALE OF PUBLICATIONS	\$ -	\$ -
	<b>TOTAL CHARGES FOR SERVICES</b>	<b>\$ 12,000.00</b>	<b>\$ 14,000.00</b>
<b>MISCELLANEOUS REVENUES</b>			
100-3189905-0000	SALE OF SURPLUS	\$ 5,000.00	\$ 5,000.00

<b>Account Number</b>	<b>Account Description</b>	<b>9/12/2017 AMENDED 2017-2018</b>	<b>2/27/2018 REQUESTED 2018-2019</b>
	<b>TOTAL MISC REVENUES</b>	\$ 5,000.00	\$ 5,000.00
	<b>RECOVERED COSTS</b>		
100-3190203-0000	REIMBURSABLE FEES	\$ 5,000.00	\$ 5,000.00
	<b>TOTAL RECOVERED COSTS</b>	\$ 5,000.00	\$ 5,000.00
<b>TOTAL LOCAL REVENUES</b>		\$ 2,591,125.00	\$ 2,809,350.00
<b>REVENUE FROM THE COMMONWEALTH</b>			
<b>NON-CATEGORICAL AID</b>			
100-3220107-0000	ROLLING STOCK TAX	\$ 2,000.00	\$ 1,850.00
100-3220109-0000	PPTRA	\$ 209,917.00	\$ 209,917.00
100-3220201-0000	COMMUNICATION TAX	\$ 90,000.00	\$ 90,000.00
	<b>TOTAL NON-CATEGORICAL AID</b>	\$ 301,917.00	\$ 301,767.00
<b>CATEGORICAL AID</b>			
100-3240103-0000	599 LAW ENFORCEMENT GRANT	\$ 76,436.00	\$ 79,265.00
100-3240103-0000	LE BLOCK GRANT	\$ 2,500.00	\$ 5,000.00
100-3240201-0000	FIRE FUND PROGRAM	\$ 14,000.00	\$ 14,000.00
100-3240300-0000	VDOT LANE MILE ALLOWANCE	\$ 513,000.00	\$ 521,600.00
100-3240301-0000	VDOT ROAD MAINTENANCE	\$ 10,000.00	\$ 10,000.00
100-3240302-0000	LITTER CONTROL GRANT	\$ 2,000.00	\$ 2,000.00
100-3240311-0000	ST EMERGENCY R&R	\$ -	\$ -
100-3240312-0000	VA COMMISSION FOR THE ARTS	\$ 5,000.00	\$ 4,500.00
100-3240710-0000	DMV ANIMAL FRIENDLY PLATES	\$ 30.00	\$ 30.00
	<b>TOTAL CATEGORICAL AID</b>	\$ 622,966.00	\$ 636,395.00

Account Number	Account Description	9/12/2017 AMENDED 2017-2018	2/27/2018 REQUESTED 2018-2019
<b>TOTAL FROM THE COMMONWEALTH</b>		\$ 924,883.00	\$ 938,162.00
<b>REVENUE FROM THE FEDERAL GOVERNMENT</b>			
<b>CATEGORICAL AID</b>			
100-3340102-0000	FEDERAL FIRE FUND PROGRAM	\$ -	\$ -
100-3340311-0000	FEDERAL EMERGENCY R&R	\$ -	\$ -
<b>TOTAL CATEGORICAL AID</b>		\$ -	\$ -
<b>TOTAL FROM FEDERAL GOVERNMENT</b>		\$ -	\$ -
<b>REVENUE FROM OTHER SOURCES</b>			
<b>NON-REVENUE RECEIPTS</b>			
100-3410201-0000	MISCELLANEOUS REVENUES	\$ 1,000.00	\$ 1,000.00
<b>TOTAL FROM OTHER SOURCES</b>		\$ 1,000.00	\$ 1,000.00
<b>TOTAL FROM OTHER SOURCES</b>		\$ 1,000.00	\$ 1,000.00
<b>TOTAL GENERAL FUND REVENUES</b>		\$ 3,517,008.00	\$ 3,748,512.00

Account Number	Account Description	9/12/2017 AMENDED 2017-2018	2/27/2018 REQUESTED 2018-2019
<b>WATER FUND</b>			
<b>FUND BALANCE</b>			
501-3000000-0000	FUND BALANCE	\$ 485,000.00	\$ 300,000.00
	<b>TOTAL FUND BALANCE</b>	<b>\$ 485,000.00</b>	<b>\$ 300,000.00</b>
<b>REVENUE FROM MONEY OR PROP</b>			
501-3150102-0000	INTEREST ON INVESTMENTS	\$ 4,000.00	\$ 6,000.00
	<b>TOTAL FROM USE OF MONEY OR PROP</b>	<b>\$ 4,000.00</b>	<b>\$ 6,000.00</b>
<b>CHARGES FOR SERVICES</b>			
501-3160110-0000	TREATMENT FEES	\$ 860,000.00	\$ 850,000.00
501-3160111-0000	DELINQUENT ACCT PENALTIES	\$ 30,000.00	\$ 30,000.00
501-3160112-0000	SECURITY DEPOSITS	\$ -	\$ -
501-3160113-0000	AVAILABILITY CHARGES	\$ 72,190.00	\$ 33,470.00
501-3160114-0000	CONNECTION CHARGES		
501-3160115-0000	METER FEES	\$ 1,625.00	\$ 2,690.00
	<b>TOTAL CHARGES FOR SERVICES</b>	<b>\$ 963,815.00</b>	<b>\$ 916,160.00</b>
	<b>TOTAL WATER FUND</b>	<b>\$ 1,452,815.00</b>	<b>\$ 1,222,160.00</b>
<b>SEWER FUND</b>			
<b>FUND BALANCE</b>			
502-3000000-0000	FUND BALANCE	\$ 35,000.00	\$ 15,000.00

Account Number	Account Description	9/12/2017 AMENDED 2017-2018	2/27/2018 REQUESTED 2018-2019
	<b>TOTAL FUND BALANCE</b>	\$ 35,000.00	\$ 15,000.00
	<b>REVENUE FROM MONEY OR PROP</b>		
502-3150101-0000	INTEREST INCOME	\$ 8,000.00	\$ 15,000.00
	<b>TOTAL REVENUE FROM MONEY OR PROP</b>	\$ 8,000.00	\$ 15,000.00
	<b>CHARGES FOR SERVICES</b>		
502-3160110-0000	TREATMENT FEES	\$ 1,690,000.00	\$ 1,660,000.00
502-3160112-0000	SECURITY DEPOSITS	\$ -	\$ -
502-3160113-0000	AVAILABILITY CHARGES	\$ 312,820.00	\$ 145,035.00
	<b>TOTAL CHARGES FOR SERVICES</b>	\$ 2,002,820.00	\$ 1,805,035.00
	<b>REVENUE FROM OTHER SOURCES</b>		
	<b>NON-REVENUE RECEIPTS</b>		
502-3410401-0000	VRA LOAN	\$ -	\$ -
502-3410402-0000	WQIF Grant	\$ -	\$ -
502-3410404-0000	NUTRIENT CREDIT REBATE	\$ 3,000.00	\$ 1,500.00
	<b>TOTAL NON-REVENUE RECEIPTS</b>	\$ 3,000.00	\$ 1,500.00
	<b>TOTAL FROM OTHER SOURCES</b>	\$ 3,000.00	\$ 1,500.00
	<b>TOTAL SEWER FUND</b>	\$ 2,048,820.00	\$ 1,836,535.00
	230000		
	<b>TOTAL REVENUES ALL FUNDS</b>	\$ 7,018,643.00	\$ 6,807,207.00

Account Number	Account Description	9/12/2017 AMENDED 2017-2018	2/27/2018 REQUESTED 2018-2019
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**FY 17-18 BUDGET EXPENSES**

Account Number	Account Description	AMENDED 2017-2018	REQUESTED 2018-2019
<b>GENERAL FUND</b>			
<b>TOWN COUNCIL</b>			
100-4011100-1111	EXPENSE COMPENSATION	\$ 18,900.00	\$ 18,900.00
100-4011100-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 1,450.00	\$ 1,450.00
100-4011100-5540	TRAINING	\$ 1,000.00	\$ 2,400.00
100-4011100-5699	LOCAL CONTRIBUTIONS	\$ -	\$ -
100-4011100-5800	MISCELLANEOUS	\$ 1,000.00	\$ 1,000.00
100-4011100-5810	Dues	\$ 3,000.00	\$ 3,000.00
100-4011100-6017	TOWN CODE SUPPLEMENTS	\$ 2,000.00	\$ 3,000.00
100-4011100-6018	STATE CODE SUPPLEMENTS	\$ -	\$ -
<b>TOTAL TOWN COUNCIL</b>		<b>\$ 27,350.00</b>	<b>\$ 29,750.00</b>
<b>TOWN CLERK</b>			
100-4011200-1114	SALARIES/WAGES/TNCLK	\$ 47,000.00	\$ 43,000.00
100-4011200-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 3,600.00	\$ 3,300.00
100-4011200-5510	MILEAGE	\$ 150.00	\$ 500.00
100-4011200-5540	EDUCATION/TRAINING	\$ 1,000.00	\$ 3,000.00
100-4011200-5810	DUES	\$ 200.00	\$ 100.00
<b>TOTAL TOWN CLERK</b>		<b>\$ 51,950.00</b>	<b>\$ 49,900.00</b>
<b>TOWN MANAGER</b>			
100-4012110-1112	COMPENSATION	\$ 130,100.00	\$ 133,000.00
100-4012110-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 9,950.00	\$ 10,200.00
100-4012110-3399	BLIGHT ABATEMENT	\$ 20,000.00	\$ 17,000.00

<b>Account Number</b>	<b>Account Description</b>	<b>9/12/2017 AMENDED 2017-2018</b>	<b>2/27/2018 REQUESTED 2018-2019</b>
100-4012110-5230	TELECOMMUNICATIONS	\$ 600.00	\$ 600.00
100-4012110-5510	MILEAGE	\$ 150.00	\$ 150.00
100-4012110-5540	TRAINING	\$ 8,200.00	\$ 1,500.00
100-4012110-5810	DUES	\$ 300.00	\$ 350.00
	<b>TOTAL TOWN MANAGER</b>	<b>\$ 169,300.00</b>	<b>\$ 162,800.00</b>
	<b>LEGAL SERVICES</b>		
100-4012210-3150	PROFESSIONAL SERVICES	\$ 35,000.00	\$ 35,000.00
	<b>TOTAL LEGAL SERVICES</b>	<b>\$ 35,000.00</b>	<b>\$ 35,000.00</b>
	<b>PERSONNEL</b>		
100-4012220-2100	SOCIAL SECURITY	\$ -	\$ -
100-4012220-2210	VRS	\$ 110,380.00	\$ 117,800.00
100-4012220-2220	VMLIP - STD	\$ 600.00	\$ 640.00
100-4012220-2230	VMLIP - LTD	\$ 5,400.00	\$ 6,000.00
100-4012220-2250	Line of Duty Act	\$ 4,500.00	\$ 4,775.00
100-4012220-2300	HEALTH INSURANCE	\$ 165,000.00	\$ 190,000.00
100-4012220-2400	LIFE INSURANCE	\$ 13,085.00	\$ 13,950.00
100-4012220-2600	UNEMPLOYMENT INSURANCE	\$ 225.00	\$ 180.00
100-4012220-2700	WORKER'S COMPENSATION	\$ 16,000.00	\$ 18,500.00
100-4012220-3110	RANDOM DRUG SCREENING	\$ 750.00	\$ 750.00
	<b>TOTAL PERSONNEL</b>	<b>\$ 315,940.00</b>	<b>\$ 352,595.00</b>
	<b>INDEPENDENT AUDITOR</b>		
100-4012240-3120	CONTRACTUAL SERVICES	\$ 15,150.00	\$ 15,450.00
	<b>TOTAL INDEPENDENT AUDITOR</b>	<b>\$ 15,150.00</b>	<b>\$ 15,450.00</b>

Account Number	Account Description	9/12/2017 AMENDED 2017-2018	2/27/2018 REQUESTED 2018-2019
<b>TOWN TREASURER</b>			
100-4012410-1113	COMPENSATION	\$ 91,900.00	\$ 92,550.00
100-4012410-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 7,030.00	\$ 7,080.00
100-4012410-3130	PROFESSIONAL SER/TAX CONV	\$ 1,500.00	\$ 5,000.00
100-4012410-3150	PROFESSIONAL SER/VEC	\$ 100.00	\$ -
100-4012410-5306	SURETY BONDS	\$ 275.00	\$ 250.00
100-4012410-5540	TRAINING	\$ 1,500.00	\$ 2,500.00
100-4012410-5810	DUES	\$ 300.00	\$ 300.00
100-4012410-6015	AUTO DECALS	\$ 350.00	\$ -
100-4012410-6020	CIGARETTE TAX STAMPS	\$ 6,000.00	\$ 6,000.00
	<b>TOTAL TOWN TREASURER</b>	\$ 108,955.00	\$ 113,680.00
<b>FINANCE/ACCOUNTING</b>			
100-4012430-1113	COMPENSATION	\$ 101,200.00	\$ 120,780.00
100-4012430-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 7,750.00	\$ 9,240.00
100-4012430-5540	TRAINING	\$ 1,000.00	\$ 2,500.00
	<b>TOTAL FINANCE/ACCOUNTING</b>	\$ 109,950.00	\$ 132,520.00
<b>CENTRAL ADM/PURCHASING</b>			
100-4012530-3320	MAINTENANCE CONTRACTS	\$ 25,000.00	\$ 30,000.00
100-4012530-3400	WEB SITE	\$ 2,500.00	\$ 2,500.00
100-4012530-3501	NEWSLETTER	\$ 250.00	\$ 250.00
100-4012530-3600	ADVERTISING	\$ 10,000.00	\$ 10,000.00
100-4012530-5210	POSTAGE	\$ 8,000.00	\$ 8,000.00
100-4012530-5230	TELECOMMUNICATIONS	\$ 1,200.00	\$ 1,200.00
100-4012530-5415	COPIER LEASE	\$ 5,000.00	\$ 5,000.00
100-4012530-5540	TRAINING	\$ 1,500.00	\$ 1,500.00
100-4012530-5810	DUES	\$ 500.00	\$ 500.00
100-4012530-6001	OFFICE SUPPLIES	\$ 11,000.00	\$ 10,000.00

<b>Account Number</b>	<b>Account Description</b>	<b>9/12/2017 AMENDED 2017-2018</b>	<b>2/27/2018 REQUESTED 2018-2019</b>
	<b>TOTAL CENTRAL ADM/PURCHASING</b>	\$ 64,950.00	\$ 68,950.00
	<b>RISK MANAGEMENT</b>		
100-4012550-5304	BLANKET EXCESS LIABILITY	\$ 9,000.00	\$ 10,000.00
100-4012550-5305	AUTOMOBILE INSURANCE	\$ 9,000.00	\$ 8,850.00
100-4012550-5308	SEMI-MULTI PERIL INS	\$ 28,500.00	\$ 29,900.00
100-4012550-5800	INSURANCE DEDUCTABLES	\$ 3,000.00	\$ 3,000.00
	<b>TOTAL RISK MANAGEMENT</b>	\$ 49,500.00	\$ 51,750.00
	<b>ENGINEERING SERVICES</b>		
100-4012600-3140	ENGINEERING SERVICES	\$ 5,000.00	\$ 5,000.00
	<b>TOTAL ENGINEERING SERVICES</b>	\$ 5,000.00	\$ 5,000.00
	<b>ELECTIONS</b>		
100-4013100-1125	ELECTION OFFICIALS	\$ 650.00	\$ 650.00
100-4013100-6001	OFFICE SUPPLIES	\$ 2,100.00	\$ 2,100.00
	<b>TOTAL ELECTIONS</b>	\$ 2,750.00	\$ 2,750.00
	<b>PUBLIC DEFENDER FEES</b>		
100-4021500-3150	PUBLIC DEFENDER FEES	\$ 2,000.00	\$ 2,000.00
	<b>TOTAL PUBLIC DEFENDER FEES</b>	\$ 2,000.00	\$ 2,000.00
	<b>POLICE DEPARTMENT</b>		
100-4031100-1139	COMPENSATION	\$ 518,500.00	\$ 547,275.00
100-4031100-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 40,000.00	\$ 41,870.00
100-4031100-3110	MEDICAL EXAMINATIONS	\$ 500.00	\$ 500.00

<b>Account Number</b>	<b>Account Description</b>	<b>9/12/2017 AMENDED 2017-2018</b>	<b>2/27/2018 REQUESTED 2018-2019</b>
100-4031100-3115	PRE EMPLOYMENT DRUG SCREEN	\$ 1,000.00	\$ 500.00
100-4031100-3190	INTERPRETER	\$ 400.00	\$ 400.00
100-4031100-3310	REPAIR & MAINTENANCE	\$ 14,000.00	\$ 14,000.00
100-4031100-3320	MAINTENANCE CONTRACTS	\$ 9,850.00	\$ 10,000.00
100-4031100-4082	WILDLIFE MANAGEMENT	\$ 1,000.00	\$ 1,000.00
100-4031100-5210	POSTAGE	\$ 250.00	\$ 250.00
100-4031100-5230	TELECOMMUNICATIONS	\$ 4,125.00	\$ 4,625.00
100-4031100-5415	COPIER LEASE	\$ 3,525.00	\$ 3,525.00
100-4031100-5540	TRAINING	\$ 9,500.00	\$ 9,500.00
100-4031100-5810	DUES	\$ 700.00	\$ 700.00
100-4031100-5815	COMMUNITY RELATIONS	\$ 1,200.00	\$ 1,200.00
100-4031100-6001	OFFICE SUPPLIES	\$ 2,350.00	\$ 2,350.00
100-4031100-6008	GASOLINE & OIL	\$ 14,000.00	\$ 14,000.00
100-4031100-6010	POLICE SUPPLIES	\$ 13,500.00	\$ 13,500.00
100-4031100-6011	UNIFORMS	\$ 4,000.00	\$ 4,000.00
	<b>TOTAL POLICE DEPARTMENT</b>	<b>\$ 638,400.00</b>	<b>\$ 669,195.00</b>
	<b>TRAFFIC CONTROL</b>		
100-4031300-5699	COUNTY CONT/CROSSING GD	\$ 2,500.00	\$ 2,500.00
	<b>TOTAL TRAFFIC CONTROL</b>	<b>\$ 2,500.00</b>	<b>\$ 2,500.00</b>
	<b>EMERGENCY SERVICES</b>		
100-4031400-5699	CONTRIBUTION/CC CENT ALRM	\$ 2,000.00	\$ 2,000.00
	<b>TOTAL EMERGENCY SERVICES</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>
	<b>VOLUNTEER FIRE DEPARTMENT</b>		
100-4032200-5699	CONTRIBUTION/JHEVFD	\$ 30,000.00	\$ 30,000.00
100-4032200-5707	FIRE FUND PROGRAM	\$ 14,000.00	\$ 14,000.00

<b>Account Number</b>	<b>Account Description</b>	<b>9/12/2017 AMENDED 2017-2018</b>	<b>2/27/2018 REQUESTED 2018-2019</b>
100-4032200-88411	CAPITAL PROJECT RESERVE	\$ 10,000.00	\$ 10,000.00
	<b>TOTAL VOLUNTEER FIRE DEPT</b>	<b>\$ 54,000.00</b>	<b>\$ 54,000.00</b>
	<b>RESCUE SERVICES</b>		
100-4032300-5699	PROFESSIONAL SER "EMT"	\$ 33,000.00	\$ 16,500.00
	<b>TOTAL RESCUE SERVICES</b>	<b>\$ 33,000.00</b>	<b>\$ 16,500.00</b>
	<b>CORRECTION &amp; DETENTION</b>		
100-4033200-5550	CONFINEMENT OF PRISONERS	\$ 250.00	\$ 250.00
	<b>TOTAL CORRECTION &amp; DETENTION</b>	<b>\$ 250.00</b>	<b>\$ 250.00</b>
	<b>PUBLIC WORKS ADMINISTRATION</b>		
100-4041100-1140	COMPENSATION	\$ 42,800.00	\$ 41,350.00
100-4041100-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 3,275.00	\$ 3,165.00
100-4041100-3110	MEDICAL EXAMS	\$ 800.00	\$ 800.00
100-4041100-3310	VEHICLE REP & MAINTENANCE	\$ 7,000.00	\$ 7,000.00
100-4041100-5120	FUEL OIL/HEAT	\$ 1,500.00	\$ 1,500.00
100-4041100-5230	TELECOMMUNICATIONS	\$ 4,400.00	\$ 4,400.00
100-4041100-5415	COPIER LEASE	\$ 2,500.00	\$ 2,500.00
100-4041100-5540	TRAINING	\$ 500.00	\$ 500.00
100-4041100-6001	OFFICE SUPPLIES	\$ 500.00	\$ 500.00
	<b>TOTAL PUBLI WKS ADMINISTRATION</b>	<b>\$ 63,275.00</b>	<b>\$ 61,715.00</b>
	<b>HWYS, STS BRIDGES &amp; SDWLKS</b>		
100-4041200-1183	COMPENSATION	\$ 128,000.00	\$ 128,300.00
100-4041200-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 9,750.00	\$ 9,815.00
100-4041200-3310	EQUIPMENT MAINTENANCE	\$ 14,000.00	\$ 12,000.00

<b>Account Number</b>	<b>Account Description</b>	<b>9/12/2017 AMENDED 2017-2018</b>	<b>2/27/2018 REQUESTED 2018-2019</b>
100-4041200-3315	SIDEWALK MAINTENANCE	\$ 50,000.00	\$ 15,000.00
100-4041200-3316	STREET SIGN MAINTENANCE	\$ 250.00	\$ 700.00
100-4041200-5425	NORFOLK/SOUTHERN R-O-W'S	\$ 1,025.00	\$ 1,050.00
100-4041200-6007	MATERIALS & SUPPLIES	\$ 4,000.00	\$ 4,000.00
100-4041200-6008	GASOLINE & OIL	\$ 25,000.00	\$ 20,000.00
100-4041200-6011	UNIFORMS	\$ 4,000.00	\$ 4,000.00
	<b>TOTAL HWYS, STS BRIDGES &amp; SWLKS</b>	<b>\$ 236,025.00</b>	<b>\$ 194,865.00</b>
	<b>VDOT STREET MAINTENANCE</b>		
100-4041250-3300	VDOT STREET MAINTENANCE	\$ 428,500.00	\$ 494,100.00
100-4041250-8801	EQUIPMENT PURCHASE (VDOT)	\$ 84,500.00	\$ 27,500.00
100-4041250-8803	PUBLIC WORKS IMPROVEMENTS		
	<b>TOTAL VDOT STREET MAINTENANCE</b>	<b>\$ 513,000.00</b>	<b>\$ 521,600.00</b>
	<b>STREET LIGHTS</b>		
100-4041320-5110	ELECTRICITY	\$ 75,000.00	\$ 75,000.00
	<b>TOTAL STREET LIGHTS</b>	<b>\$ 75,000.00</b>	<b>\$ 75,000.00</b>
	<b>SNOW REMOVAL</b>		
100-4041330-3220	CONTRACTUAL SERVICES	\$ 16,000.00	\$ 16,000.00
100-4041330-6007	MATERIALS & SUPPLIES	\$ 2,000.00	\$ 2,000.00
	<b>TOTAL SNOW REMOVAL</b>	<b>\$ 18,000.00</b>	<b>\$ 18,000.00</b>
	<b>PARKING METERS &amp; LOTS</b>		
100-4041340-6007	MATERIALS & SUPPLIES	\$ 1,500.00	\$ 1,500.00
	<b>TOTAL PARKING METERS &amp; LOTS</b>	<b>\$ 1,500.00</b>	<b>\$ 1,500.00</b>

<b>Account Number</b>	<b>Account Description</b>	<b>9/12/2017 AMENDED 2017-2018</b>	<b>2/27/2018 REQUESTED 2018-2019</b>
<b>STREET &amp; ROAD CLEANING</b>			
100-4042200-6007	MATERIALS & SUPPLIES	\$ 1,000.00	\$ 1,000.00
	<b>TOTAL STREET &amp; ROAD CLEANING</b>	\$ 1,000.00	\$ 1,000.00
<b>REFUSE COLLECTION</b>			
100-4042300-3220	CONTRACTUAL SERVICES	\$ 187,700.00	\$ 186,000.00
100-4042300-6225	RECYCLING SERVICES	\$ 56,200.00	\$ 56,000.00
	<b>TOTAL REFUSE COLLECTION</b>	\$ 243,900.00	\$ 242,000.00
<b>REFUSE DISPOSAL</b>			
100-4042400-3800	FCO LANDFILL CHARGES	\$ 30,000.00	\$ 35,000.00
	<b>TOTAL REFUSE DISPOSAL</b>	\$ 30,000.00	\$ 35,000.00
<b>GENERAL PROPERTIES</b>			
100-4043200-3310	REPAIR & MAINTENANCE	\$ 40,000.00	\$ 15,000.00
100-4043200-3325	HERMITAGE SWPOND MAINT	\$ 4,100.00	\$ 4,100.00
100-4043200-6007	MATERIALS & SUPPLIES	\$ 500.00	\$ 500.00
100-4043200-6017	CHRISTMAS WREATHS	\$ 300.00	\$ 500.00
	<b>TOTAL GENERAL PROPERTIES</b>	\$ 44,900.00	\$ 20,100.00
<b>BUILDING SERVICES</b>			
100-4064200-3150	PROFESSIONAL SERVICES	\$ 4,000.00	\$ 4,000.00
100-4064200-3200	CONTRACTUAL SERVICES	\$ 16,650.00	\$ 18,000.00
100-4064200-5110	ELECTRICITY	\$ 20,200.00	\$ 22,200.00
100-4064200-5120	NATURAL GAS/HEAT	\$ 3,000.00	\$ 3,000.00
100-4064200-5130	WATER/SEWER	\$ 650.00	\$ 750.00

<b>Account Number</b>	<b>Account Description</b>	<b>9/12/2017 AMENDED 2017-2018</b>	<b>2/27/2018 REQUESTED 2018-2019</b>
100-4064200-5230	TELECOMMUNICATIONS	\$ 4,250.00	\$ 4,450.00
100-4064200-5304	LIABILITY INSURANCE	\$ 2,050.00	\$ 2,250.00
100-4064200-7113	IN KIND COSTS	\$ 10,000.00	\$ 10,000.00
100-4064200-7115	SHARED MAINTENANCE	\$ 20,600.00	\$ 22,000.00
100-4064200-8411	CAPITAL ASSET RESERVES	\$ 7,500.00	\$ 11,200.00
	<b>TOTAL BUILDING SERVICES</b>	<b>\$ 88,900.00</b>	<b>\$ 97,850.00</b>
<b>PARKS &amp; RECREATION</b>			
100-4071310-3160	CONTRACTURAL SER/JN BLUE	\$ 1,000.00	\$ 1,000.00
100-4071310-5699	CONTRIBUTION/CCP&R	\$ 5,000.00	\$ 5,000.00
100-4071310-6017	CHRISTMAS LIGHTS	\$ 1,450.00	\$ 1,500.00
100-4071310-6018	ROSE HILL PARK MAINTENANCE	\$ 5,000.00	\$ 5,000.00
	<b>TOTAL PARKS &amp; RECREATION</b>	<b>\$ 12,450.00</b>	<b>\$ 12,500.00</b>
<b>PLANNING</b>			
100-4081100-1155	COMPENSATION	\$ 80,100.00	\$ 81,700.00
100-4081100-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 6,125.00	\$ 6,250.00
100-4081100-3190	PROFESSIONAL SERVICES	\$ 5,000.00	\$ 5,000.00
100-4081100-3195	PREPAID APPLICATION FEES	\$ -	\$ 5,000.00
100-4081100-3500	PRINTING	\$ 100.00	\$ 100.00
100-4081100-5510	MILEAGE	\$ 750.00	\$ 500.00
100-4081100-5540	TRAINING	\$ 500.00	\$ 500.00
100-4081100-5810	DUES	\$ 500.00	\$ 500.00
100-4081100-6001	OFFICE EQUIPMENT	\$ 100.00	\$ 100.00
100-4081100-6012	PUBLICATIONS	\$ -	\$ 100.00
	<b>TOTAL PLANNING</b>	<b>\$ 93,175.00</b>	<b>\$ 99,750.00</b>
<b>BOARD OF ZONING APPEALS</b>			

<b>Account Number</b>	<b>Account Description</b>	<b>9/12/2017 AMENDED 2017-2018</b>	<b>2/27/2018 REQUESTED 2018-2019</b>
100-4081400-1110	EXPENSE COMPENSATION	\$ 500.00	\$ 500.00
100-4081400-5540	TRAINING	\$ 500.00	\$ 500.00
<b>TOTAL BOARD OF ZONING APPEALS</b>		<b>\$ 1,000.00</b>	<b>\$ 1,000.00</b>
<b>ECONOMIC DEVELOPMENT</b>			
100-4081500-5410	TOD SIGNS	\$ 5,000.00	\$ 5,000.00
100-4081500-5411	WAYFINDING SIGNS	\$ -	\$ -
100-4081500-5695	TOWN/COUNTY ECONOMIC DEV	\$ 5,000.00	\$ 4,500.00
100-4081500-5696	ECONOMIC DEVELOPMENT RESERVE	\$ 2,500.00	\$ 2,500.00
100-4081500-5698	GRANT AND MATCHING FUNDS	\$ 10,000.00	\$ 9,000.00
100-4081500-5699	DBI/ECO DEV PROF SERVICES	\$ 20,000.00	\$ 20,000.00
<b>TOTAL ECONOMIC DEVELOPMENT</b>		<b>\$ 42,500.00</b>	<b>\$ 41,000.00</b>
<b>PLANNING COMMISSION</b>			
100-4081600-1111	EXPENSE COMPENSATION	\$ 5,220.00	\$ 5,000.00
100-4081600-5540	TRAINING	\$ 1,000.00	\$ 1,000.00
100-4081600-5810	DUES	\$ 250.00	\$ 250.00
<b>TOTAL PLANNING COMMISSION</b>		<b>\$ 6,470.00</b>	<b>\$ 6,250.00</b>
<b>B'VILLE AREA DEV AUTHORITY</b>			
100-4081700-1111	EXPENSE COMPENSATION	\$ 2,340.00	\$ 2,500.00
100-4081700-1111	MATCHING FICA EXPENSE (7.65 %)	\$ 180.00	\$ -
100-4081700-5540	TRAINING	\$ 250.00	\$ 250.00
100-4081700-5810	DUES	\$ 125.00	\$ 125.00
<b>TOTAL B'VILLE AREA DEV AUTHORITY</b>		<b>\$ 2,895.00</b>	<b>\$ 2,875.00</b>
<b>ARCHITECTURAL REVIEW BOARD</b>			

<b>Account Number</b>	<b>Account Description</b>	<b>9/12/2017 AMENDED 2017-2018</b>	<b>2/27/2018 REQUESTED 2018-2019</b>
100-4081800-5540	TRAINING	\$ 500.00	\$ 500.00
	<b>TOTAL ARCHITECTURAL REVIEW BD</b>	<b>\$ 500.00</b>	<b>\$ 500.00</b>
	<b>CAPITAL OUTLAY</b>		
100-4094200-8207	SOFTWARE UPGRADES	\$ -	\$ -
100-4094200-8225	COMPUTER REPLACEMENT	\$ 5,000.00	\$ 6,000.00
100-4094200-8230	REPAIRS TO 23 E MAIN-LS RESERVE		\$ 46,500.00
100-4094200-8231	PATROL VEHICLE	\$ 50,200.00	\$ 51,400.00
100-4094200-8338	ONE TON DUMP		
100-4094200-8411	CAPITAL RESERVE		
100-4094200-8803	PUBLIC WORKS IMPROVEMENTS		\$ 182,750.00
100-4094200-8901	LIVERY STABLE EVALUATION	\$ 15,000.00	\$ -
100-4094200-8902	PAVE BARNETTE STREET	\$ 7,000.00	\$ -
100-4094200-8903	E-CITATION	\$ 25,000.00	\$ -
100-4094200-8910	PD BODY CAMERA REPLACEMENTS	\$ -	\$ 10,100.00
100-4094200-8911	REPAIR VIRGINIA AVENUE	\$ -	\$ -
100-4094200-8912	POLICE MDT REPLACEMENT	\$ -	\$ 20,000.00
100-4094200-8913	POLICE AV EQUIPMENT	\$ -	\$ -
100-4094200-8914	RIXEY MOOR PLAYGROUND IMP	\$ -	\$ -
100-4094200-8915	HOGAN'S ALLEY IMPROVEMENTS	\$ -	\$ -
100-4094200-8916	RADAR FEEDBACK SIGNS	\$ -	\$ 11,000.00
100-4094200-8918	ROSE HILL PARK MASTERPLAN		\$ 3,000.00
	<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 102,200.00</b>	<b>\$ 330,750.00</b>
	<b>CONTINGENCY</b>		
100-4094300-5800	CONTINGENCY (3.00%)	\$ 119,761.70	\$ 97,191.00
	<b>TOTAL CONTINGENCY</b>	<b>\$ 119,761.70</b>	<b>\$ 97,191.00</b>

Account Number	Account Description		9/12/2017 AMENDED 2017-2018		2/27/2018 REQUESTED 2018-2019
<b>DEBT SERVICE</b>					
100-4095000-9110	RDA PRINCIPAL	\$	35,910.00	\$	37,455.00
100-4095000-9120	RDA INTEREST	\$	85,566.00	\$	84,021.00
100-4095000-9130	RDA DEBT SER RESERVE	\$	11,135.30	\$	-
	<b>TOTAL DEBT SERVICE</b>	\$	132,611.30	\$	121,476.00
	TOTAL GENERAL FUND OPERATIONAL	\$	3,162,435.00	\$	3,199,095.00
	TOTAL GENERAL FUND CONTINGENCY	\$	119,761.70	\$	97,191.00
	TOTAL GENERAL FUND CAP OUTLAY	\$	102,200.00	\$	330,750.00
	TOTAL GENERAL FUND DEBT SERVICE	\$	132,611.30	\$	121,476.00
<b>TOTAL GENERAL FUND EXPENSES</b>		\$	3,517,008.00	\$	3,748,512.00

<b>WATER FUND</b>					
<b>PERSONNEL</b>					
501-4012220-1140	COMPENSATION	\$	39,500.00	\$	48,100.00
501-4012220-2100	MATCHING FICA EXPENSE (7.65 %)	\$	3,025.00	\$	3,680.00
501-4012220-2210	VRS	\$	26,450.00	\$	25,400.00
501-4012220-2220	VMLIP - STD	\$	145.00	\$	140.00
501-4012220-2230	VMLIP - LTD	\$	1,290.00	\$	1,250.00
501-4012220-2300	HEALTH INSURANCE	\$	39,500.00	\$	40,960.00
501-4012220-2400	LIFE INSURANCE	\$	3,135.00	\$	3,010.00
501-4012220-2600	UNEMPLOYMENT INSURANCE	\$	55.00	\$	40.00
501-4012220-2700	WORKER'S COMPENSATION	\$	4,000.00	\$	4,625.00
501-4012220-3170	MISS UTILITY	\$	2,000.00	\$	2,000.00

<b>Account Number</b>	<b>Account Description</b>	<b>9/12/2017 AMENDED 2017-2018</b>	<b>2/27/2018 REQUESTED 2018-2019</b>
501-4012220-3320	HANDHELD MAINT	\$ 2,500.00	\$ 3,000.00
501-4012220-5210	POSTAGE	\$ 2,500.00	\$ 2,750.00
501-4012220-5540	TRAINING	\$ 1,000.00	\$ 2,500.00
501-4012220-6001	OFFICE SUPPLIES	\$ 1,200.00	\$ 1,500.00
	<b>TOTAL PERSONNEL</b>	<b>\$ 126,300.00</b>	<b>\$ 138,955.00</b>
	<b>TREATMENT</b>		
501-4012222-1147	COMPENSATION	\$ 139,250.00	\$ 112,125.00
501-4012222-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 10,650.00	\$ 8,600.00
501-4012222-2830	CERTIFICATION FEES	\$ 500.00	\$ 900.00
501-4012222-2840	STATE CONNECTION FEES	\$ 5,200.00	\$ 5,300.00
501-4012222-2850	LAB TESTING	\$ 22,000.00	\$ 8,500.00
501-4012222-3110	MEDICAL EXAMS	\$ 200.00	\$ 200.00
501-4012222-3145	PROFESSIONAL SERVICES	\$ 10,000.00	\$ 15,000.00
501-4012222-3146	UTILITY RATE STUDY	\$ 10,000.00	\$ 10,000.00
501-4012222-3210	SLUDGE REMOVAL	\$ 20,000.00	\$ 20,000.00
501-4012222-3220	CLEAN RIVER INTAKE	\$ 1,500.00	\$ 2,000.00
501-4012222-3310	REPAIR & MAINTENANCE	\$ 46,000.00	\$ 50,000.00
501-4012222-3510	CONSUMER CONFIDENCE RPT	\$ 500.00	\$ 500.00
501-4012222-5110	ELECTRICITY	\$ 59,000.00	\$ 59,000.00
501-4012222-5120	PROPANE HEAT WTP	\$ 2,700.00	\$ 2,800.00
501-4012222-5230	TELECOMMUNICATIONS	\$ 2,500.00	\$ 2,500.00
501-4012222-5415	COPIER LEASE	\$ 750.00	\$ 750.00
501-4012222-5540	TRAINING	\$ 2,500.00	\$ 2,500.00
501-4012222-5690	DISCHARGE PERMIT RENEWAL	\$ 2,700.00	\$ -
501-4012222-5810	DUES	\$ 1,000.00	\$ 1,100.00
501-4012222-6001	OFFICE SUPPLIES	\$ 500.00	\$ 1,000.00
501-4012222-6004	LAB SUPPLIES	\$ 3,800.00	\$ 4,000.00
501-4012222-6005	JANITORIAL SUPPLIES	\$ 800.00	\$ 800.00
501-4012222-6008	GASOLINE & OIL	\$ 6,200.00	\$ 6,200.00

<b>Account Number</b>	<b>Account Description</b>	<b>9/12/2017 AMENDED 2017-2018</b>	<b>2/27/2018 REQUESTED 2018-2019</b>
501-4012222-6011	UNIFORMS	\$ 500.00	\$ 1,300.00
501-4012222-6014	TOOLS	\$ 250.00	\$ 500.00
501-4012222-6019	SAFETY EQUIPMENT	\$ 2,000.00	\$ 2,000.00
501-4012222-6020	PERSONAL EQUIPMENT	\$ 600.00	\$ 600.00
501-4012222-6025	CHEMICALS	\$ 42,000.00	\$ 48,000.00
	<b>TOTAL TREATMENT</b>	<b>\$ 393,600.00</b>	<b>\$ 366,175.00</b>
<b>DISTRIBUTION &amp; MAINTENANCE</b>			
501-4012224-1183	COMPENSATION	\$ 94,250.00	\$ 96,000.00
501-4012224-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 7,185.00	\$ 7,345.00
501-4012224-3330	LINE REPAIR & MAINTENANCE	\$ 50,000.00	\$ 50,000.00
501-4012224-6007	MATERIALS & SUPPLIES	\$ 30,000.00	\$ 30,000.00
501-4012224-6019	SAFETY EQUIPMENT	\$ 710.00	\$ 700.00
501-4012224-6030	NEW SERVICE SUPPLIES	\$ 4,000.00	\$ 9,000.00
	<b>TOTAL DISTRIBUTION &amp; MAINT</b>	<b>\$ 186,145.00</b>	<b>\$ 193,045.00</b>
<b>CAPITAL OUTLAY</b>			
501-4094200-8102	TANK REPAIR & MAINT	\$ 450,000.00	\$ 85,000.00
501-4094200-8167	SCADA	\$ -	\$ 15,000.00
501-4094200-8200	PW SITE PALN	\$ 25,000.00	
501-4094200-8210	DEPRECIATION EXPENSE		
501-4094200-8211	CAPITAL RESERVES	\$ 85,795.00	\$ 79,285.00
501-4094200-8345	PW ONE TON DUMP TRUCK	\$ -	\$ 13,750.00
501-4094200-8361	WATER DIST SYSTEM UPGRADES	\$ 85,000.00	\$ 85,000.00
501-4094200-8368	LEAK DETECTOR		
501-4094200-8550	EQUIPMENT REPAIR RESERVE	\$ 25,000.00	\$ 25,000.00
501-4094200-8605	WTP BUILDING MAINTENANCE	\$ 10,000.00	
501-4094200-8703	PICKUP (1/2)		
501-4094200-8704	WATER FINISH PUMP REPLACEMENT	\$ -	\$ 200,000.00

<b>Account Number</b>	<b>Account Description</b>	<b>9/12/2017 AMENDED 2017-2018</b>	<b>2/27/2018 REQUESTED 2018-2019</b>
501-4094200-8904	JD BACKHOE (25%)	\$ 27,250.00	
501-4094200-8905	INFLATABLE TRENCHBOX (50%)	\$ 4,000.00	
<b>TOTAL CAPITAL OUTLAY</b>		<b>\$ 712,045.00</b>	<b>\$ 503,035.00</b>
<b>CONTINGENCY</b>			
501-4094300-5800	CONTINGENCY (3.00%)	\$ 34,725.00	\$ 20,950.00
<b>TOTAL CONTINGENCY</b>		<b>\$ 34,725.00</b>	<b>\$ 20,950.00</b>
TOTAL WATER FUND OPERATIONAL		\$ 706,045.00	\$ 698,175.00
TOTAL WATER FUND CONTINGENCY		\$ 34,725.00	\$ 20,950.00
TOTAL WATER FUND CAP OUTLAY		\$ 712,045.00	\$ 503,035.00
<b>TOTAL WATER FUND EXPENSES</b>		<b>\$ 1,452,815.00</b>	<b>\$ 1,222,160.00</b>

<b>SEWER FUND</b>			
<b>PERSONNEL</b>			
502-4012220-1114	COMPENSATION	\$ 39,500.00	\$ 48,100.00
502-4012220-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 3,025.00	\$ 3,680.00
502-4012220-2210	VRS	\$ 34,000.00	\$ 39,350.00
502-4012220-2220	VMLIP - STD	\$ 185.00	\$ 215.00
502-4012220-2230	VMLIP - LTD	\$ 1,660.00	\$ 1,935.00
502-4012220-2300	HEALTH INSURANCE	\$ 50,710.00	\$ 63,450.00
502-4012220-2400	LIFE INSURANCE	\$ 4,030.00	\$ 4,665.00
502-4012220-2600	UNEMPLOYMENT INSURANCE	\$ 70.00	\$ 60.00
502-4012220-2700	WORKER'S COMPENSATION	\$ 5,300.00	\$ 6,125.00

<b>Account Number</b>	<b>Account Description</b>	<b>9/12/2017 AMENDED 2017-2018</b>	<b>2/27/2018 REQUESTED 2018-2019</b>
502-4012220-3320	HANDHELD MAINT	\$ 2,500.00	\$ 3,000.00
502-4012220-5210	POSTAGE	\$ 7,000.00	\$ 7,150.00
502-4012220-6001	OFFICE SUPPLIES	\$ 1,500.00	\$ 2,000.00
	<b>TOTAL PERSONNEL</b>	<b>\$ 149,480.00</b>	<b>\$ 179,730.00</b>
<b>TREATMENT</b>			
502-4012222-1147	COMPENSATION	\$ 217,200.00	\$ 252,900.00
502-4012222-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 16,620.00	\$ 19,350.00
502-4012222-2830	CERTIFICATION FEES	\$ 900.00	\$ 500.00
502-4012222-2850	LAB TESTING	\$ 25,000.00	\$ 25,000.00
502-4012222-3145	PROFESSIONAL SERVICES	\$ 15,000.00	\$ 15,000.00
502-4012222-3146	UTILITY RATE STUDY	\$ 10,000.00	\$ 10,000.00
502-4012222-3210	LANDFILL-SOLIDS DISPOSAL	\$ 43,000.00	\$ 47,000.00
502-4012222-3310	REPAIR & MAINTENANCE	\$ 90,000.00	\$ 105,000.00
502-4012222-5110	ELECTRICITY	\$ 130,000.00	\$ 130,000.00
502-4012222-5230	TELECOMMUNICATIONS	\$ 5,200.00	\$ 5,200.00
502-4012222-5415	COPIER LEASE	\$ 3,000.00	\$ 3,000.00
502-4012222-5540	TRAINING	\$ 4,000.00	\$ 4,000.00
502-4012222-5690	Discharge Permit Renewal	\$ 3,100.00	\$ 3,000.00
502-4012222-5810	DUES	\$ 500.00	\$ 500.00
502-4012222-6001	OFFICE SUPPLIES	\$ 2,500.00	\$ 1,000.00
502-4012222-6004	LAB SUPPLIES	\$ 5,200.00	\$ 5,200.00
502-4012222-6005	JANITORIAL SUPPLIES	\$ 1,000.00	\$ 1,000.00
502-4012222-6008	GASOLINE & DIESEL FUEL	\$ 8,000.00	\$ 8,000.00
502-4012222-6011	UNIFORMS	\$ 800.00	\$ 1,300.00
502-4012222-6014	TOOLS	\$ 500.00	\$ 1,500.00
502-4012222-6019	SAFETY EQUIPMENT	\$ 2,000.00	\$ 2,000.00
502-4012222-6020	PERSONAL EQUIPMENT	\$ -	\$ 800.00
502-4012222-6025	CHEMICALS	\$ 90,000.00	\$ 90,000.00

Account Number	Account Description	9/12/2017 AMENDED 2017-2018	2/27/2018 REQUESTED 2018-2019
	<b>TOTAL TREATMENT</b>	\$ 673,520.00	\$ 731,250.00
	<b>DISTRIBUTION &amp; MAINTENANCE</b>		
502-4012224-1183	COMPENSATION	\$ 94,250.00	\$ 96,000.00
502-4012224-1183	MATCHING FICA EXPENSE (7.65 %)	\$ 7,185.00	\$ 7,345.00
502-4012224-3310	EQUIPMENT MAINTENANCE	\$ 5,800.00	\$ 5,000.00
502-4012224-3330	REPAIR & MAINTENANCE	\$ 8,000.00	\$ 10,000.00
502-4012224-6007	MATERIALS & SUPPLIES	\$ 2,500.00	\$ 2,500.00
502-4012224-6019	SAFETY EQUIPMENT	\$ 285.00	\$ 285.00
502-4012224-6030	NEW SERVICE SUPPLIES	\$ -	\$ -
	<b>TOTAL DISTRIBUTION &amp; MAINT</b>	\$ 118,020.00	\$ 121,130.00
	<b>CAPITAL PROJECTS</b>		
502-4094100-8001	OUTFALL LINE	\$ -	\$ -
502-4094100-8003	NEW WWTP	\$ -	\$ -
	<b>TOTAL CAPITAL PROJECTS</b>	\$ -	\$ -
	<b>CAPITAL OUTLAY</b>		
502-4094200-8110	WWTP UPGRADES		
502-4094200-8123	SCADA	\$ -	\$ 15,000.00
502-4094200-8134	Sewer Collection Sys Rehab	\$ 110,000.00	\$ 110,000.00
502-4094200-8200	PW SITE PLAN	\$ 25,000.00	
502-4094200-8345	PW ONE TON DUMP TRUCK	\$ -	\$ 13,750.00
502-4094200-8367	SEWER JET RODDER		
502-4094200-8411	CAPITAL RESERVES	\$ 239,000.00	\$ 27,710.00
502-4094200-8540	MEMBRANE REPLACEMENT RESERVE	\$ 10,000.00	\$ 10,000.00
502-4094200-8545	MEMBRANE PRE-PURCHASE	\$ 90,000.00	\$ 90,000.00
502-4094200-8550	EQUIPMENT REPAIR RESERVE	\$ 25,000.00	\$ 25,000.00
502-4094200-8602	3/4 TON PICKUP (1/2 VDOT)		

<b>Account Number</b>	<b>Account Description</b>	<b>9/12/2017 AMENDED 2017-2018</b>	<b>2/27/2018 REQUESTED 2018-2019</b>
502-4094200-8604	STORM SEWER CAMERA (1/2 VDOT)		
502-4094200-8703	PICKUP (1/2)		
502-4094200-8904	JD BACKHOE (25%)	\$ 27,250.00	
502-4094200-8905	INFLATABLE TRENCHBOX (50%)	\$ 4,000.00	
502-4094200-8907	Tractor (50%)	\$ 30,000.00	
502-4094200-8908	WWTP COMPUTER UPGRADES	\$ 25,000.00	
502-4094200-8909	WWTP AIR MONITORS	\$ 6,000.00	
502-4094200-8917	HYPOCHLORITE PUMP REPLACEMENT	\$ -	\$ 12,000.00
	<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 591,250.00</b>	<b>\$ 303,460.00</b>
	<b>CONTINGENCY</b>		
502-4094300-5800	CONTINGENCY (3.00%)	\$ 46,550.00	\$ 30,965.00
	<b>TOTAL CONTINGENCY</b>	<b>\$ 46,550.00</b>	<b>\$ 30,965.00</b>
	<b>DEBT SERVICE</b>		
502-4095000-9118	VRA PRINCIPAL	\$ 470,000.00	\$ 470,000.00
	<b>TOTAL DEBT SERVICE</b>	<b>\$ 470,000.00</b>	<b>\$ 470,000.00</b>
	TOTAL SEWER FUND OPERATIONAL	\$ 941,020.00	\$ 1,032,110.00
	TOTAL SEWER FUND CONTINGENCY	\$ 46,550.00	\$ 30,965.00
	TOTAL SEWER FUND CAP OUTLAY	\$ 591,250.00	\$ 303,460.00
	TOTAL SEWER FUND DEBT SERVICE	\$ 470,000.00	\$ 470,000.00
	<b>TOTAL SEWER FUND EXPENSES</b>	<b>\$ 2,048,820.00</b>	<b>\$ 1,836,535.00</b>

Account Number	Account Description	9/12/2017 AMENDED 2017-2018	2/27/2018 REQUESTED 2018-2019
<b>TOTAL EXPENSES ALL FUNDS</b>		\$ 7,018,643.00	\$ 6,807,207.00

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## 5 YEAR CAPITAL IMPROVEMENTS PROGRAM SUMMARY

### Town of Berryville

FY 2017-2018/FY 2021-2022

#### EXPENDITURE SUMMARY - ALL FUNDS

Uses	FY19	FY20	FY21	FY22	FY23	Total for 5 Yr CIP
General Fund	358,250	181,100	271,500	20,000	64,500	895,350
Water Fund	503,035	215,000	200,000	1,750,000	120,000	2,788,035
Sewer Fund	303,460	255,000	240,000	810,000	250,000	1,858,460
<b>Total</b>	<b>1,164,745</b>	<b>651,100</b>	<b>711,500</b>	<b>2,580,000</b>	<b>434,500</b>	<b>5,541,845</b>

#### FINANCING SUMMARY - ALL FUNDS

Sources	FY19	FY20	FY21	FY22	FY23	Total for 5 Yr CIP	% Total 5 Yr CIP
Local Revenues		104,150	98,600	84,500	20,000	307,250	6%
Reimbursement		13,250				13,250	0%
User Fees		147,500	152,500	152,500	202,500	655,000	12%
Availability Fees		230,500	272,500	287,500	57,500	848,000	15%
VDOT Reimbursement		16,500	-	139,000		155,500	3%
CIP Reserve Funds		315,000	45,000		670,000	1,030,000	19%
Unidentified		(175,800)	142,900	1,916,500	(515,500)	2,532,845	46%
<b>Total</b>	<b>-</b>	<b>651,100</b>	<b>711,500</b>	<b>2,580,000</b>	<b>434,500</b>	<b>5,541,845</b>	

#### CIP CASH BALANCES - ALL FUNDS

	FY18	FY19	FY20	FY21	FY22
<b>Beginning Balance</b>	4,488,679	4,422,974	4,397,974	4,432,974	4,512,974
Storage Tank Repair	(450,000)	(85,000)	(45,000)		
Membrane Replacement Reserve	10,000	10,000	10,000	10,000	(670,000)
Equip Repair Reserve (Water)	25,000	25,000	25,000	25,000	25,000
Equip Repair Reserve (Sewer)	25,000	25,000	25,000	25,000	25,000
Radio Replacement Reserve			20,000	20,000	15,000
Capital Reserve (Water)	85,295				
Capital Reserve (Sewer)	239,000				
<b>Ending Balance</b>	<b>4,422,974</b>	<b>4,397,974</b>	<b>4,432,974</b>	<b>4,512,974</b>	<b>3,907,974</b>

**5 YEAR CAPITAL IMPROVEMENTS PROGRAM**

Town of Berryville

FY 19/FY 23

Expenditures	2018-2019			2019-2020			2020-2021			2021-2022			2022-2023		
	General	Water	Sewer	General	Water	Sewer	General	Water	Sewer	General	Water	Sewer	General	Water	Sewer
Computer Replacements	6,000			5,000			10,000			5,000			5,000		
FMS Analytical Software	-														
Hogan's Alley Improvements	-														
Rixey Moore Playground Improvements	-														
Livery Stable/23 E Main St Reserve	46,500			46,500			46,500								
Public Works Facility Improvements	182,750														
Pave Crow Street Parking Lot				25,000											
Repair Virginia Avenue	-														
Ton Dump Truck (GF 100% VDOT)	27,500	13,750	13,750												
Zero Turn Mower				10,000											
Four-Wheeler				11,000											
Dump Truck/Snow Plow (GF 100% VDOT)							120,000								
Hydraulic Salt Spreader (GF 100% VDOT)							19,000								
Radar Feedback Signs	11,000			11,000											
Police Patrol Vehicle	51,400			52,600			50,000						51,000		
Police AV Equipment	-														
Body Camera Replacement 10	10,100														
Mobile Data Terminal Replacement	20,000														
Police Radio Replacement - Reserve				20,000			20,000			15,000					
Police Department Server Replacement							6,000								
Police Department Pistols													8,500		
Rose Hill Park Master Plan	3,000														
Water Distribution System Upgrade		85,000			90,000			90,000			615,000			95,000	
Meter Replacement											400,000				
Storage Tank Repair		85,000			85,000			85,000							
Equipment Repair Reserve		25,000			25,000			25,000			25,000			25,000	
WTP Disinfection Upgrade															
WTP Filter Maintenance											510,000				
SCADA		15,000	15,000												
Pick-up Truck					15,000	15,000									
WTP Finish Pump Replacement		200,000													
Pre-sedimentation Basin Repair											200,000				
Collection System Upgrades			110,000			115,000			115,000			115,000			115,000
Membrane Replacement			100,000			100,000			100,000			670,000			110,000
Hypochlorite Pump Replacement			12,000												
Equipment Repair - Reserve			25,000			25,000			25,000			25,000			25,000
Capital Reserves		79,285	27,710												
<b>Total</b>	<b>358,250</b>	<b>503,035</b>	<b>303,460</b>	<b>181,100</b>	<b>215,000</b>	<b>255,000</b>	<b>271,500</b>	<b>200,000</b>	<b>240,000</b>	<b>20,000</b>	<b>1,750,000</b>	<b>810,000</b>	<b>64,500</b>	<b>120,000</b>	<b>250,000</b>

## BUDGET WORKSHEET

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Batch: 7271 Operator: 1 Current Date: 12/31/2017 P/Y Dates: 7/1/2016 - 6/30/2017 11:59:59 PM N/Y Dates: 7/1/2018 - 6/30/2019 11:59:59 PM

GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
100-3000000-0000 FUND BALANCE FORWA	\$0.00	\$0.00	\$75,000.00	\$0.00	\$75,000.00	\$182,750.00	\$0.00	\$0.00
100-3110101-0000 CURRENT REAL ESTATE	\$484,529.70	\$922,558.53	\$900,000.00	\$885,000.00	\$910,000.00	\$910,000.00	\$0.00	\$0.00
100-3110102-0000 DEL REAL ESTATE TAXE	\$0.00	\$4,811.76	\$5,000.00	\$2,500.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00
100-3110201-0000 UTILITY REAL ESTATE T	\$0.00	\$0.00	\$11,375.00	\$11,200.00	\$11,650.00	\$11,650.00	\$0.00	\$0.00
100-3110203-0000 UTILITY PERS PROP TAX	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-3110301-0000 CURRENT PERS PROP TA	\$267,636.27	\$251,102.89	\$238,000.00	\$230,000.00	\$260,000.00	\$260,000.00	\$0.00	\$0.00
100-3110302-0000 DEL PERS PROP TAXES	(\$729.08)	(\$2,011.16)	\$3,000.00	\$3,000.00	\$3,500.00	\$3,500.00	\$0.00	\$0.00
100-3110401-0000 MACHINERY & TOOLS	\$161,696.70	\$167,998.47	\$155,000.00	\$207,000.00	\$161,696.00	\$161,700.00	\$0.00	\$0.00
100-3110402-0000 DEL MACHINERY & TOO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-3110601-0000 TAX PENALTIES	\$4,051.00	\$8,032.55	\$6,000.00	\$3,000.00	\$6,000.00	\$6,000.00	\$0.00	\$0.00
100-3110602-0000 TAX INTEREST	\$2,006.78	\$4,360.98	\$6,000.00	\$5,000.00	\$4,000.00	\$4,000.00	\$0.00	\$0.00
100-3120101-0000 LOCAL SALES TAX	\$103,835.86	\$205,428.43	\$185,000.00	\$190,000.00	\$206,000.00	\$200,000.00	\$0.00	\$0.00
100-3120201-0000 CONSUMER UTILITY TA	\$49,235.79	\$98,470.29	\$95,000.00	\$90,000.00	\$98,000.00	\$100,000.00	\$0.00	\$0.00
100-3120300-0000 BUSINESS LICENSE	\$4,735.68	\$255,132.30	\$200,000.00	\$185,000.00	\$200,000.00	\$200,000.00	\$0.00	\$0.00
100-3120402-0000 REC FRANCHISE FEES	\$17,352.70	\$29,737.43	\$32,000.00	\$35,000.00	\$34,000.00	\$32,000.00	\$0.00	\$0.00
100-3120501-0000 AUTO LICENSE	\$89,693.56	\$105,683.63	\$90,000.00	\$90,000.00	\$90,000.00	\$90,000.00	\$0.00	\$0.00
100-3120601-0000 BANK FRANCHISE TAXE	\$0.00	\$121,840.00	\$125,000.00	\$145,000.00	\$125,000.00	\$125,000.00	\$0.00	\$0.00
100-3120801-0000 CIGARETTE TAX	\$22,735.00	\$43,701.60	\$50,000.00	\$42,500.00	\$45,000.00	\$45,000.00	\$0.00	\$0.00
100-3121001-0000 LODGING TAX	\$4,639.52	\$8,382.18	\$7,500.00	\$9,000.00	\$7,500.00	\$7,500.00	\$0.00	\$0.00
100-3121101-0000 MEALS TAX	\$113,826.17	\$203,949.25	\$240,000.00	\$190,000.00	\$225,000.00	\$265,000.00	\$0.00	\$0.00
100-3130304-0000 Land Use Application Fees	\$510.00	\$210.00	\$500.00	\$500.00	\$750.00	\$750.00	\$0.00	\$0.00
100-3130307-0000 ZONING & SUBDIVISION	\$7,350.00	\$51,933.25	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00
100-3140101-0000 COURT FINES	\$21,722.11	\$28,500.36	\$20,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00	\$0.00
100-3140102-0000 PARKING METER FINES	\$1,166.00	\$4,450.00	\$4,000.00	\$3,300.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00
100-3140103-0000 ESUMMONS	\$806.00	\$369.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$0.00
100-3150101-0000 INTEREST ON DEPOSITS	\$30,150.82	\$33,127.30	\$20,000.00	\$6,000.00	\$50,000.00	\$40,000.00	\$0.00	\$0.00
100-3150201-0000 RENTAL OF PROPERTY	\$5,500.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$0.00	\$0.00
100-3150205-0000 WATER TANK SITE LEAS	\$36,376.68	\$69,306.47	\$68,750.00	\$66,250.00	\$72,000.00	\$74,000.00	\$0.00	\$0.00

## BUDGET WORKSHEET

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Batch: 7271 Operator: 1 Current Date: 12/31/2017 P/Y Dates: 7/1/2016 - 6/30/2017 11:59:59 PM N/Y Dates: 7/1/2018 - 6/30/2019 11:59:59 PM

GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
100-3150206-0000 CHARGE CARD REBATE	\$10,528.75	\$0.00	\$10,000.00	\$0.00	\$10,500.00	\$10,500.00	\$0.00	\$0.00
100-3160703-0000 PARKING METERS	\$7,125.97	\$14,403.56	\$12,000.00	\$11,000.00	\$14,000.00	\$14,000.00	\$0.00	\$0.00
100-3189905-0000 SALE OF SURPLUS	\$16,110.00	\$34,838.00	\$5,000.00	\$1,000.00	\$17,000.00	\$5,000.00	\$0.00	\$0.00
100-3189999-0000 PPTRA	\$209,916.73	\$209,916.73	\$209,917.00	\$209,917.00	\$209,917.00	\$209,917.00	\$0.00	\$0.00
100-3190203-0000 REIMBURSABLE FEES	(\$52,420.77)	(\$4,278.75)	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00
100-3220107-0000 ROLLING STOCK TAX	\$1,846.39	\$1,855.10	\$2,000.00	\$2,000.00	\$1,846.00	\$1,850.00	\$0.00	\$0.00
100-3220108-0000 599 LAW ENFORCEMENT	\$38,218.00	\$57,327.00	\$76,436.00	\$74,052.00	\$76,436.00	\$79,265.00	\$0.00	\$0.00
100-3220109-0000 INSURANCE RECOVERY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-3220110-0000 CAR RENTAL DISTRIBUT	\$0.00	\$444.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-3220201-0000 Communication Tax	\$43,408.61	\$88,412.40	\$90,000.00	\$90,000.00	\$87,000.00	\$90,000.00	\$0.00	\$0.00
100-3240102-0000 FIRE FUND PROGRAM	\$0.00	\$13,581.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$0.00	\$0.00
100-3240103-0000 LE BLOCK GRANT	\$2,948.20	\$23,447.60	\$2,500.00	\$10,000.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00
100-3240110-0000 POLICE DMV GRANTS	\$0.00	\$699.79	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-3240300-0000 VDOT LANE MILE ALLO	\$260,815.60	\$513,043.48	\$513,000.00	\$474,787.00	\$521,600.00	\$521,600.00	\$0.00	\$0.00
100-3240301-0000 VDOT ROAD MAINTENA	\$6,373.75	\$11,875.44	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00
100-3240302-0000 LITTER CONTROL GRAN	\$1,794.00	\$1,840.00	\$2,000.00	\$2,000.00	\$1,794.00	\$2,000.00	\$0.00	\$0.00
100-3240311-0000 ST EMERGENCY R&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-3240312-0000 Va Commission for the Arts	\$4,500.00	\$5,000.00	\$5,000.00	\$5,000.00	\$4,500.00	\$4,500.00	\$0.00	\$0.00
100-3240710-0000 DMV ANIMAL FR PLATE	\$0.00	\$15.28	\$30.00	\$30.00	\$30.00	\$30.00	\$0.00	\$0.00
100-3240901-0000 CDBG	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-3340102-0000 Fire Fund Program - Federal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-3340311-0000 Fed Em Resp & Recovery	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-3340350-0000 Fed Trans Revenue - Barns	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-3410101-0000 SALE OF LAND	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-3410201-0000 MISCELLANEOUS REVE	\$44,446.14	\$131,517.99	\$1,000.00	\$1,000.00	\$45,000.00	\$1,000.00	\$0.00	\$0.00
Revenues	\$2,024,438.63	\$3,733,014.60	\$3,517,008.00	\$3,356,036.00	\$3,664,719.00	\$3,748,512.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
<b>4011100 TOWN COUNCIL</b>								
100-4011100-1111 EXPENSE COMPENSATIO	\$9,450.00	\$18,900.00	\$18,900.00	\$18,900.00	\$18,900.00	\$18,900.00	\$0.00	\$0.00
100-4011100-2100 MATCHING FICA	\$723.06	\$602.55	\$1,450.00	\$0.00	\$1,450.00	\$1,450.00	\$0.00	\$0.00
100-4011100-5540 TRAINING	\$2,206.21	\$780.66	\$1,000.00	\$1,000.00	\$3,000.00	\$2,400.00	\$0.00	\$0.00
100-4011100-5699 LOCAL CONTRIBUTIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4011100-5700 Barns Donation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4011100-5800 MISCELLANEOUS	\$85.00	\$1,242.77	\$1,000.00	\$1,000.00	\$500.00	\$1,000.00	\$0.00	\$0.00
100-4011100-5810 Dues	\$2,412.00	\$2,983.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	\$0.00
100-4011100-6017 TOWN CODE SUPPLEME	\$1,769.39	\$900.00	\$2,000.00	\$2,000.00	\$1,770.00	\$3,000.00	\$0.00	\$0.00
100-4011100-6018 STATE CODE SUPPLEME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>4011100 TOWN COUNCIL</b>	<b>\$16,645.66</b>	<b>\$25,408.98</b>	<b>\$27,350.00</b>	<b>\$25,900.00</b>	<b>\$28,620.00</b>	<b>\$29,750.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
<b>4011200 TOWN CLERK</b>								
100-4011200-1114 SALARIES/WAGES/TNCL	\$22,576.25	\$46,994.62	\$47,000.00	\$40,300.00	\$40,000.00	\$43,000.00	\$0.00	\$0.00
100-4011200-2100 MATCHING FICA EXPEN	\$1,268.67	\$3,601.71	\$3,600.00	\$3,080.00	\$3,100.00	\$3,300.00	\$0.00	\$0.00
100-4011200-5510 MILEAGE	\$331.71	\$0.00	\$150.00	\$0.00	\$400.00	\$500.00	\$0.00	\$0.00
100-4011200-5540 EDUCATION/TRAINING	\$1,153.25	\$959.48	\$1,000.00	\$1,000.00	\$2,000.00	\$3,000.00	\$0.00	\$0.00
100-4011200-5810 DUES	\$0.00	\$50.00	\$200.00	\$200.00	\$100.00	\$100.00	\$0.00	\$0.00
4011200 TOWN CLERK	\$25,329.88	\$51,605.81	\$51,950.00	\$44,580.00	\$45,600.00	\$49,900.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
<b>4012110 TOWN MANAGER</b>								
100-4012110-1112 COMPENSATION	\$72,094.10	\$128,551.98	\$130,100.00	\$129,000.00	\$130,000.00	\$133,000.00	\$0.00	\$0.00
100-4012110-2100 MATCHING FICA EXPEN	\$5,002.19	\$9,215.80	\$9,950.00	\$9,850.00	\$9,950.00	\$10,200.00	\$0.00	\$0.00
100-4012110-3399 Blight Abatement	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$17,000.00	\$0.00	\$0.00
100-4012110-5230 TELECOMMUNICATIONS	\$300.00	\$650.00	\$600.00	\$600.00	\$600.00	\$600.00	\$0.00	\$0.00
100-4012110-5510 MILEAGE	\$0.00	\$100.56	\$150.00	\$150.00	\$100.00	\$150.00	\$0.00	\$0.00
100-4012110-5540 TRAINING	\$0.00	\$682.52	\$8,200.00	\$1,000.00	\$8,200.00	\$1,500.00	\$0.00	\$0.00
100-4012110-5810 DUES	\$300.33	\$298.11	\$300.00	\$300.00	\$300.00	\$350.00	\$0.00	\$0.00
<b>4012110 TOWN MANAGER</b>	<b>\$77,696.62</b>	<b>\$139,498.97</b>	<b>\$169,300.00</b>	<b>\$140,900.00</b>	<b>\$149,150.00</b>	<b>\$162,800.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4012210 LEGAL SERVICES								
100-4012210-3150 PROFESSIONAL SERVICE	\$17,377.50	\$25,262.50	\$35,000.00	\$20,000.00	\$35,000.00	\$35,000.00	\$0.00	\$0.00
4012210 LEGAL SERVICES	\$17,377.50	\$25,262.50	\$35,000.00	\$20,000.00	\$35,000.00	\$35,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
<b>4012220 PERSONNEL</b>								
100-4012220-2210 RETIREMENT	\$52,213.68	\$100,893.36	\$110,380.00	\$116,350.00	\$110,380.00	\$117,800.00	\$0.00	\$0.00
100-4012220-2220 VMLIP - STD	\$291.99	\$469.44	\$600.00	\$570.00	\$600.00	\$640.00	\$0.00	\$0.00
100-4012220-2230 VMLIP - LTD	\$2,957.43	\$4,763.54	\$5,400.00	\$5,145.00	\$6,000.00	\$6,000.00	\$0.00	\$0.00
100-4012220-2250 Line of Duty Act	\$4,341.19	\$4,038.00	\$4,500.00	\$3,750.00	\$4,345.00	\$4,775.00	\$0.00	\$0.00
100-4012220-2300 HEALTH INSURANCE	\$68,022.00	\$132,058.20	\$165,000.00	\$154,650.00	\$150,000.00	\$190,000.00	\$0.00	\$0.00
100-4012220-2400 LIFE INSURANCE	\$6,141.21	\$11,679.86	\$13,085.00	\$11,320.00	\$12,500.00	\$13,950.00	\$0.00	\$0.00
100-4012220-2600 UNEMPLOYMENT INSUR	\$20.28	\$258.80	\$225.00	\$270.00	\$225.00	\$180.00	\$0.00	\$0.00
100-4012220-2700 WORKER'S COMPENSATI	\$16,815.00	\$15,778.00	\$16,000.00	\$21,750.00	\$16,815.00	\$18,500.00	\$0.00	\$0.00
100-4012220-3110 RANDOM DRUG SCREEN	\$382.00	\$0.00	\$750.00	\$750.00	\$750.00	\$750.00	\$0.00	\$0.00
<b>4012220 PERSONNEL</b>	<b>\$151,184.78</b>	<b>\$269,939.20</b>	<b>\$315,940.00</b>	<b>\$314,555.00</b>	<b>\$301,615.00</b>	<b>\$352,595.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4012240 INDEPENDENT AUDITOR								
100-4012240-3120 CONTRACTUAL SERVICE	\$0.00	\$14,900.00	\$15,150.00	\$16,000.00	\$15,000.00	\$15,450.00	\$0.00	\$0.00
4012240 INDEPENDENT AUDITOR	\$0.00	\$14,900.00	\$15,150.00	\$16,000.00	\$15,000.00	\$15,450.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
<b>4012410 TOWN TREASURER</b>								
100-4012410-1113 COMPENSATION	\$50,541.48	\$93,348.52	\$91,900.00	\$92,800.00	\$91,900.00	\$92,550.00	\$0.00	\$0.00
100-4012410-2100 MATCHING FICA EXPEN	\$3,904.49	\$7,186.28	\$7,030.00	\$7,000.00	\$7,030.00	\$7,080.00	\$0.00	\$0.00
100-4012410-3130 PROFESSIONAL SER/TAX	\$2,075.00	\$1,500.00	\$1,500.00	\$2,000.00	\$4,000.00	\$5,000.00	\$0.00	\$0.00
100-4012410-3150 PROFESSIONAL SER/VEC	\$0.00	\$0.00	\$100.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4012410-5306 SURETY BONDS	\$222.00	\$234.00	\$275.00	\$300.00	\$225.00	\$250.00	\$0.00	\$0.00
100-4012410-5540 TRAINING	\$175.00	\$549.53	\$1,500.00	\$1,500.00	\$1,500.00	\$2,500.00	\$0.00	\$0.00
100-4012410-5810 DUES	\$0.00	\$175.00	\$300.00	\$300.00	\$300.00	\$300.00	\$0.00	\$0.00
100-4012410-6015 AUTO DECALS	\$0.00	\$330.00	\$350.00	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4012410-6020 CIGARETTE TAX STAMP	\$0.00	\$0.00	\$6,000.00	\$0.00	\$3,000.00	\$6,000.00	\$0.00	\$0.00
4012410 TOWN TREASURER	\$56,917.97	\$103,323.33	\$108,955.00	\$104,250.00	\$107,955.00	\$113,680.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
<b>4012430 FINANCE/ACCOUNTING</b>								
100-4012430-1113 COMPENSATION	\$33,861.20	\$67,317.64	\$101,200.00	\$64,400.00	\$90,000.00	\$120,780.00	\$0.00	\$0.00
100-4012430-2100 MATCHING FICA EXPEN	\$2,393.41	\$5,183.53	\$7,750.00	\$4,900.00	\$7,000.00	\$9,240.00	\$0.00	\$0.00
100-4012430-5540 TRAINING	\$0.00	\$183.92	\$1,000.00	\$500.00	\$1,000.00	\$2,500.00	\$0.00	\$0.00
4012430 FINANCE/ACCOUNTING	\$36,254.61	\$72,685.09	\$109,950.00	\$69,800.00	\$98,000.00	\$132,520.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4012530 CENTRAL ADMIN/PURCHASING								
100-4012530-3320 MAINTENANCE CONTRA	\$19,039.18	\$31,259.51	\$25,000.00	\$25,000.00	\$25,000.00	\$30,000.00	\$0.00	\$0.00
100-4012530-3400 WEB SITE	\$3.69	\$4,836.82	\$2,500.00	\$5,000.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00
100-4012530-3501 NEWSLETTER	\$0.00	\$0.00	\$250.00	\$250.00	\$250.00	\$250.00	\$0.00	\$0.00
100-4012530-3600 ADVERTISING	\$3,676.53	\$10,416.29	\$10,000.00	\$7,000.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00
100-4012530-5210 POSTAGE	\$3,806.60	\$6,606.66	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$0.00	\$0.00
100-4012530-5230 TELECOMMUNICATIONS	\$581.25	\$1,151.19	\$1,200.00	\$400.00	\$1,200.00	\$1,200.00	\$0.00	\$0.00
100-4012530-5415 COPIER LEASE	\$1,622.51	\$2,578.41	\$5,000.00	\$3,000.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00
100-4012530-5540 TRAINING	\$0.00	\$689.52	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	\$0.00
100-4012530-5810 DUES	\$0.00	\$395.00	\$500.00	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00
100-4012530-6001 OFFICE SUPPLIES	\$4,054.83	\$12,289.18	\$11,000.00	\$11,000.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00
4012530 CENTRAL ADMIN/PURCHASING	\$32,784.59	\$70,222.58	\$64,950.00	\$61,650.00	\$63,950.00	\$68,950.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
<b>4012550 RISK MANAGEMENT</b>								
100-4012550-5301 FIRE BOILER INSURANC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4012550-5304 BLANKET EXCESS LIABI	\$9,105.00	\$8,009.00	\$9,000.00	\$11,000.00	\$9,105.00	\$10,000.00	\$0.00	\$0.00
100-4012550-5305 AUTOMOBILE INSURAN	\$8,008.00	\$7,229.00	\$9,000.00	\$9,000.00	\$8,010.00	\$8,850.00	\$0.00	\$0.00
100-4012550-5308 SEMI-MULTI PERIL INS	\$27,169.00	\$25,710.00	\$28,500.00	\$29,150.00	\$27,170.00	\$29,900.00	\$0.00	\$0.00
100-4012550-5800 INSURANCE DEDUCTAB	\$0.00	\$0.00	\$3,000.00	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00
4012550 RISK MANAGEMENT	\$44,282.00	\$40,948.00	\$49,500.00	\$52,150.00	\$44,285.00	\$51,750.00	\$0.00	\$0.00

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

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

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4021500 PUBLIC DEFENDER FEES								
100-4021500-3150 PUBLIC DEFENDER FEES	\$120.00	\$480.00	\$2,000.00	\$2,000.00	\$800.00	\$2,000.00	\$0.00	\$0.00
4021500 PUBLIC DEFENDER FEES	\$120.00	\$480.00	\$2,000.00	\$2,000.00	\$800.00	\$2,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
<b>4031100 POLICE DEPARTMENT</b>								
100-4031100-1139 COMPENSATION	\$243,329.36	\$484,766.43	\$518,500.00	\$534,600.00	\$500,000.00	\$547,275.00	\$0.00	\$0.00
100-4031100-2100 MATCHING FICA EXPEN	\$17,715.86	\$37,130.99	\$40,000.00	\$40,900.00	\$38,250.00	\$41,870.00	\$0.00	\$0.00
100-4031100-3110 MEDICAL EXAMINATIO	\$600.00	\$45.00	\$500.00	\$500.00	\$600.00	\$500.00	\$0.00	\$0.00
100-4031100-3115 PRE EMPLOYMENT DRU	\$0.00	\$1,271.18	\$1,000.00	\$1,000.00	\$0.00	\$500.00	\$0.00	\$0.00
100-4031100-3190 INTERPRETER	\$0.00	\$0.00	\$400.00	\$400.00	\$200.00	\$400.00	\$0.00	\$0.00
100-4031100-3310 REPAIR & MAINTENANC	\$5,295.78	\$11,162.22	\$14,000.00	\$14,000.00	\$10,000.00	\$14,000.00	\$0.00	\$0.00
100-4031100-3320 MAINTENANCE CONTRA	\$2,160.42	\$11,596.31	\$9,850.00	\$9,850.00	\$9,850.00	\$10,000.00	\$0.00	\$0.00
100-4031100-4082 WILDLIFE MANAGEMEN	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$400.00	\$1,000.00	\$0.00	\$0.00
100-4031100-5210 POSTAGE	\$89.41	\$150.99	\$250.00	\$250.00	\$200.00	\$250.00	\$0.00	\$0.00
100-4031100-5230 TELECOMMUNICATIONS	\$2,043.91	\$4,367.86	\$4,125.00	\$4,044.00	\$4,125.00	\$4,625.00	\$0.00	\$0.00
100-4031100-5415 COPIER LEASE	\$1,622.51	\$2,975.22	\$3,525.00	\$3,000.00	\$3,500.00	\$3,525.00	\$0.00	\$0.00
100-4031100-5540 TRAINING	\$6,821.63	\$9,954.12	\$9,500.00	\$9,500.00	\$9,500.00	\$9,500.00	\$0.00	\$0.00
100-4031100-5810 DUES	\$325.00	\$775.00	\$700.00	\$700.00	\$700.00	\$700.00	\$0.00	\$0.00
100-4031100-5815 COMMUNITY RELATION	\$860.00	\$1,344.21	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$0.00	\$0.00
100-4031100-6001 OFFICE SUPPLIES	\$410.75	\$1,607.10	\$2,350.00	\$2,350.00	\$1,800.00	\$2,350.00	\$0.00	\$0.00
100-4031100-6008 GASOLINE & OIL	\$5,663.88	\$10,201.76	\$14,000.00	\$14,000.00	\$12,000.00	\$14,000.00	\$0.00	\$0.00
100-4031100-6010 POLICE SUPPLIES	\$6,132.35	\$11,419.47	\$13,500.00	\$13,500.00	\$13,000.00	\$13,500.00	\$0.00	\$0.00
100-4031100-6011 UNIFORMS	\$4,980.94	\$2,458.17	\$4,000.00	\$4,000.00	\$4,200.00	\$4,000.00	\$0.00	\$0.00
4031100 POLICE DEPARTMENT	\$298,051.80	\$591,226.03	\$638,400.00	\$654,794.00	\$609,525.00	\$669,195.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4031300 TRAFFIC CONTROL								
100-4031300-5699 COUNTY CONT/CROSSIN	\$0.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00
4031300 TRAFFIC CONTROL	\$0.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
<b>4031400 EMERGENCY SERVICES</b>								
100-4031400-5699 CONTRIBUTION/CC CEN	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00
4031400 EMERGENCY SERVICES	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4032200 VOLUNTEER FIRE DEPARTMENT								
100-4032200-5699 CONTRIBUTION/JHEVFD	\$0.00	\$25,000.00	\$30,000.00	\$25,000.00	\$30,000.00	\$30,000.00	\$0.00	\$0.00
100-4032200-5707 FIRE FUND PROGRAM	\$0.00	\$13,581.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$0.00	\$0.00
100-4032200-8411 ENDERS CAPITAL PROJE	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00
4032200 VOLUNTEER FIRE DEPARTMENT	\$0.00	\$38,581.00	\$54,000.00	\$39,000.00	\$54,000.00	\$54,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4032300 RESCUE SERVICES								
100-4032300-5699 PROFESSIONAL SER EM	\$0.00	\$50,000.00	\$33,000.00	\$50,000.00	\$33,000.00	\$16,500.00	\$0.00	\$0.00
4032300 RESCUE SERVICES	\$0.00	\$50,000.00	\$33,000.00	\$50,000.00	\$33,000.00	\$16,500.00	\$0.00	\$0.00

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

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4041100 PUBLIC WORKS ADMINISTRATION								
100-4041100-1140 Compensation	\$21,748.82	\$44,444.24	\$42,800.00	\$44,450.00	\$42,800.00	\$41,350.00	\$0.00	\$0.00
100-4041100-2100 MATCHING FICA EXPEN	\$1,728.26	\$3,516.74	\$3,275.00	\$3,400.00	\$3,275.00	\$3,165.00	\$0.00	\$0.00
100-4041100-3110 MEDICAL EXAMS	\$496.00	\$943.35	\$800.00	\$525.00	\$800.00	\$800.00	\$0.00	\$0.00
100-4041100-3310 VEHICLE REP & MAINTEN	\$2,022.01	\$1,567.93	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$0.00	\$0.00
100-4041100-5120 FUEL OIL/HEAT	\$274.83	\$1,192.33	\$1,500.00	\$3,325.00	\$1,500.00	\$1,500.00	\$0.00	\$0.00
100-4041100-5230 TELECOMMUNICATIONS	\$2,430.08	\$5,024.07	\$4,400.00	\$3,800.00	\$4,400.00	\$4,400.00	\$0.00	\$0.00
100-4041100-5415 COPIER LEASE	\$1,298.03	\$2,380.27	\$2,500.00	\$2,250.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00
100-4041100-5540 TRAINING	\$0.00	\$292.00	\$500.00	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00
100-4041100-6001 OFFICE SUPPLIES	\$25.10	\$198.98	\$500.00	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00
4041100 PUBLIC WORKS ADMINISTRATION	\$30,023.13	\$59,559.91	\$63,275.00	\$65,750.00	\$63,275.00	\$61,715.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4041200 HWYS, STRTS, BRIDGES & SDWLKS								
100-4041200-1183 COMPENSATION	\$61,572.39	\$124,876.67	\$128,000.00	\$127,500.00	\$125,000.00	\$128,300.00	\$0.00	\$0.00
100-4041200-2100 MATCHING FICA EXPEN	\$4,643.08	\$9,586.49	\$9,750.00	\$9,750.00	\$9,560.00	\$9,815.00	\$0.00	\$0.00
100-4041200-3310 EQUIPMENT MAINTENA	\$5,197.35	\$9,691.35	\$14,000.00	\$10,000.00	\$12,000.00	\$12,000.00	\$0.00	\$0.00
100-4041200-3315 SIDEWALK MAINTENAN	\$29,247.54	\$0.00	\$50,000.00	\$6,000.00	\$50,000.00	\$15,000.00	\$0.00	\$0.00
100-4041200-3316 STREET SIGN MAINTENA	\$643.30	\$1,230.95	\$250.00	\$500.00	\$700.00	\$700.00	\$0.00	\$0.00
100-4041200-5230 TELECOMMUNICATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4041200-5425 NORFOLK/SOUTHERN R-	\$0.00	\$1,046.78	\$1,025.00	\$950.00	\$1,050.00	\$1,050.00	\$0.00	\$0.00
100-4041200-6007 MATERIALS & SUPPLIES	\$2,287.67	\$5,001.56	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$0.00	\$0.00
100-4041200-6008 GASOLINE & OIL	\$11,923.88	\$19,336.34	\$25,000.00	\$37,400.00	\$20,000.00	\$20,000.00	\$0.00	\$0.00
100-4041200-6011 UNIFORMS	\$1,122.06	\$2,463.87	\$4,000.00	\$3,000.00	\$4,000.00	\$4,000.00	\$0.00	\$0.00
4041200 HWYS, STRTS, BRIDGES & SDWLKS	\$116,637.27	\$173,234.01	\$236,025.00	\$199,100.00	\$226,310.00	\$194,865.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4041250 VDOT STREET MAINTENANCE								
100-4041250-3140 ENGINEERING (VDOT)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4041250-3300 VDOT STREET MAINTEN	\$219,934.90	\$122,244.29	\$428,500.00	\$287,037.00	\$320,335.00	\$494,100.00	\$0.00	\$0.00
100-4041250-3310 EQUIPMENT MAINTENA	\$235.00	\$20,289.09	\$0.00	\$0.00	\$235.00	\$0.00	\$0.00	\$0.00
100-4041250-3311 STORM SEWER MT (VDO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4041250-3316 STREET SIGN MAINTENA	\$0.00	\$196.96	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4041250-6007 MATERIALS & SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4041250-6050 ASPHALT (VDOT)	\$0.00	\$201,871.05	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4041250-6060 CONCRETE (VDOT)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4041250-6130 TREE REMOVAL (VDOT)	\$0.00	\$3,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4041250-6135 MOWING (VDOT)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4041250-6145 STRIPING (VDOT)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4041250-6207 STREET CLEANING (VDO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4041250-6307 SNOW REMOVAL (VDOT)	\$0.00	\$4,900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4041250-8801 Equipment Purchase	\$80,761.97	\$118,969.35	\$84,500.00	\$125,500.00	\$80,800.00	\$27,500.00	\$0.00	\$0.00
100-4041250-8803 PUBLIC WORKS IMPROV	\$450.00	\$0.00	\$0.00	\$62,250.00	\$120,230.00	\$0.00	\$0.00	\$0.00
4041250 VDOT STREET MAINTENANCE	\$301,381.87	\$472,270.74	\$513,000.00	\$474,787.00	\$521,600.00	\$521,600.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4041320 STREET LIGHTS								
100-4041320-5110 ELECTRICITY	\$31,440.93	\$72,649.29	\$75,000.00	\$79,000.00	\$75,000.00	\$75,000.00	\$0.00	\$0.00
4041320 STREET LIGHTS	\$31,440.93	\$72,649.29	\$75,000.00	\$79,000.00	\$75,000.00	\$75,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4041330 SNOW REMOVAL								
100-4041330-3220 CONTRACTUAL SERVICE	\$0.00	\$0.00	\$16,000.00	\$0.00	\$0.00	\$16,000.00	\$0.00	\$0.00
100-4041330-6007 MATERIALS & SUPPLIES	\$0.00	\$0.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00
4041330 SNOW REMOVAL	\$0.00	\$0.00	\$18,000.00	\$2,000.00	\$2,000.00	\$18,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4041340 PARKING METERS AND LOTS								
100-4041340-6007 MATERIALS & SUPPLIES	\$0.00	\$1,090.59	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	\$0.00
4041340 PARKING METERS AND LOTS	\$0.00	\$1,090.59	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
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4042200 STREET & ROAD  
CLEANING

100-4042200-3210 STREET CLEANING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4042200-6007 MATERIALS & SUPPLIES	\$0.00	\$0.00	\$1,000.00	\$4,000.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00
4042200 STREET & ROAD CLEANING	\$0.00	\$0.00	\$1,000.00	\$4,000.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
<b>4042300 REFUSE COLLECTION</b>								
100-4042300-3220 CONTRACTUAL SERVICE	\$91,134.66	\$196,740.94	\$187,700.00	\$182,300.00	\$183,000.00	\$186,000.00	\$0.00	\$0.00
100-4042300-6225 RECYCLING SERVICES	\$26,948.82	\$58,123.98	\$56,200.00	\$54,600.00	\$54,000.00	\$56,000.00	\$0.00	\$0.00
4042300 REFUSE COLLECTION	\$118,083.48	\$254,864.92	\$243,900.00	\$236,900.00	\$237,000.00	\$242,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4042400 REFUSE DISPOSAL								
100-4042400-3800 FCO LANDFILL CHARGE	\$15,906.60	\$28,071.14	\$30,000.00	\$20,000.00	\$32,000.00	\$35,000.00	\$0.00	\$0.00
4042400 REFUSE DISPOSAL	\$15,906.60	\$28,071.14	\$30,000.00	\$20,000.00	\$32,000.00	\$35,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4043200 GENERAL PROPERTIES								
100-4043200-3310 REPAIR & MAINTENANC	\$17,441.90	\$9,057.50	\$40,000.00	\$9,000.00	\$22,000.00	\$15,000.00	\$0.00	\$0.00
100-4043200-3325 HERMITAGE SWPOND M	\$3,025.00	\$4,125.00	\$4,100.00	\$4,100.00	\$4,100.00	\$4,100.00	\$0.00	\$0.00
100-4043200-6007 MATERIALS & SUPPLIES	\$0.00	\$54.84	\$500.00	\$1,000.00	\$500.00	\$500.00	\$0.00	\$0.00
100-4043200-6017 CHRISTMAS WREATHS	\$0.00	\$1,587.28	\$300.00	\$1,200.00	\$0.00	\$500.00	\$0.00	\$0.00
4043200 GENERAL PROPERTIES	\$20,466.90	\$14,824.62	\$44,900.00	\$15,300.00	\$26,600.00	\$20,100.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
<b>4064200 BUILDING SERVICES</b>								
100-4064200-3150 PROFESSIONAL SERVICE	\$1,664.00	\$8,705.63	\$4,000.00	\$3,000.00	\$3,500.00	\$4,000.00	\$0.00	\$0.00
100-4064200-3200 CONTRACTURAL SERVI	\$8,325.00	\$16,650.00	\$16,650.00	\$16,650.00	\$16,650.00	\$18,000.00	\$0.00	\$0.00
100-4064200-5110 ELECTRICITY	\$10,092.00	\$24,995.97	\$20,200.00	\$18,000.00	\$20,200.00	\$22,200.00	\$0.00	\$0.00
100-4064200-5120 NATURAL GAS/HEAT	\$1,283.00	\$2,826.00	\$3,000.00	\$3,200.00	\$3,000.00	\$3,000.00	\$0.00	\$0.00
100-4064200-5130 WATER/SEWER	\$360.00	\$653.00	\$650.00	\$650.00	\$720.00	\$750.00	\$0.00	\$0.00
100-4064200-5230 TELECOMMUNICATIONS	\$4,039.00	\$4,251.00	\$4,250.00	\$4,000.00	\$4,039.00	\$4,450.00	\$0.00	\$0.00
100-4064200-5304 LIABILITY INSURANCE	\$1,005.00	\$2,011.00	\$2,050.00	\$2,000.00	\$2,050.00	\$2,250.00	\$0.00	\$0.00
100-4064200-7113 IN KIND COSTS	\$4,814.00	\$9,359.70	\$10,000.00	\$10,000.00	\$9,600.00	\$10,000.00	\$0.00	\$0.00
100-4064200-7115 SHARED MAINTENANCE	\$9,781.00	\$30,837.41	\$20,600.00	\$15,000.00	\$20,000.00	\$22,000.00	\$0.00	\$0.00
100-4064200-8411 CAPITAL ASSET RESERV	\$10,173.00	\$9,042.62	\$7,500.00	\$6,150.00	\$10,173.00	\$11,200.00	\$0.00	\$0.00
<b>4064200 BUILDING SERVICES</b>	<b>\$51,536.00</b>	<b>\$109,332.33</b>	<b>\$88,900.00</b>	<b>\$78,650.00</b>	<b>\$89,932.00</b>	<b>\$97,850.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
<b>4071310 PARKS &amp; RECREATION</b>								
100-4071310-3160 CONTRACTURAL SER/JN	\$492.00	\$1,148.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00
100-4071310-5699 CONTRIBUTION/CCP&R	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00
100-4071310-6017 CHRISTMAS LIGHTS	\$792.72	\$181.48	\$1,450.00	\$400.00	\$800.00	\$1,500.00	\$0.00	\$0.00
100-4071310-6018 ROSE HILL PARK MAINT	\$1,062.98	\$7,925.89	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00
<b>4071310 PARKS &amp; RECREATION</b>	<b>\$2,347.70</b>	<b>\$14,255.37</b>	<b>\$12,450.00</b>	<b>\$11,400.00</b>	<b>\$11,800.00</b>	<b>\$12,500.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4081100 PLANNING								
100-4081100-1155 COMPENSATION	\$42,753.52	\$79,266.31	\$80,100.00	\$79,500.00	\$80,100.00	\$81,700.00	\$0.00	\$0.00
100-4081100-2100 MATCHING FICA EXPEN	\$3,292.00	\$6,092.22	\$6,125.00	\$6,000.00	\$6,125.00	\$6,250.00	\$0.00	\$0.00
100-4081100-3145 REIMBURSABLE CONST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4081100-3190 PROFESSIONAL SERVICE	\$7,234.88	\$8,915.60	\$5,000.00	\$5,000.00	\$10,000.00	\$5,000.00	\$0.00	\$0.00
100-4081100-3195 PREPAID APPLICATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$0.00	\$0.00
100-4081100-3500 PRINTING	\$61.56	\$0.00	\$100.00	\$100.00	\$100.00	\$100.00	\$0.00	\$0.00
100-4081100-5510 MILEAGE	\$160.29	\$425.49	\$750.00	\$750.00	\$500.00	\$500.00	\$0.00	\$0.00
100-4081100-5540 TRAINING	\$0.00	\$233.42	\$500.00	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00
100-4081100-5810 DUES	\$0.00	\$0.00	\$500.00	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00
100-4081100-6001 OFFICE EQUIPMENT	\$135.09	\$163.74	\$100.00	\$100.00	\$100.00	\$100.00	\$0.00	\$0.00
100-4081100-6012 PUBLICATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00
4081100 PLANNING	\$53,637.34	\$95,096.78	\$93,175.00	\$92,450.00	\$97,925.00	\$99,750.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
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4081400 BOARD OF ZONING  
 APPEALS

100-4081400-1110 EXPENSE COMPENSATIO	\$0.00	\$0.00	\$500.00	\$750.00	\$200.00	\$500.00	\$0.00	\$0.00
100-4081400-5540 TRAINING	\$0.00	\$0.00	\$500.00	\$750.00	\$500.00	\$500.00	\$0.00	\$0.00
4081400 BOARD OF ZONING APPEALS	\$0.00	\$0.00	\$1,000.00	\$1,500.00	\$700.00	\$1,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4081500 ECONOMIC DEVELOPMENT								
100-4081500-5410 TOD SIGNS	\$0.00	\$5,000.00	\$5,000.00	\$3,000.00	\$0.00	\$5,000.00	\$0.00	\$0.00
100-4081500-5695 TOWN/COUNTY ECONO	\$0.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	\$4,500.00	\$0.00	\$0.00
100-4081500-5696 ECONOMIC DEVELOPME	\$0.00	\$0.00	\$2,500.00	\$9,000.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00
100-4081500-5698 GRANT AND MATCHING	\$9,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$9,000.00	\$9,000.00	\$0.00	\$0.00
100-4081500-5699 DBI/ECO DEV PROF SERV	\$5,000.00	\$18,000.00	\$20,000.00	\$18,000.00	\$20,000.00	\$20,000.00	\$0.00	\$0.00
4081500 ECONOMIC DEVELOPMENT	\$14,000.00	\$33,000.00	\$42,500.00	\$40,000.00	\$36,500.00	\$41,000.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
<b>4081600 PLANNING COMMISSION</b>								
100-4081600-1111 EXPENSE COMPENSATIO	\$1,450.00	\$3,420.00	\$5,220.00	\$5,000.00	\$3,000.00	\$5,000.00	\$0.00	\$0.00
100-4081600-5540 TRAINING	\$365.84	\$500.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00
100-4081600-5810 DUES	\$0.00	\$0.00	\$250.00	\$250.00	\$250.00	\$250.00	\$0.00	\$0.00
<b>4081600 PLANNING COMMISSION</b>	<b>\$1,815.84</b>	<b>\$3,920.00</b>	<b>\$6,470.00</b>	<b>\$6,250.00</b>	<b>\$4,250.00</b>	<b>\$6,250.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4081700 BVILLE AREA DEV AUTHORITY								
100-4081700-1111 EXPENSE COMPENSATIO	\$650.00	\$1,260.00	\$2,340.00	\$2,500.00	\$2,340.00	\$2,500.00	\$0.00	\$0.00
100-4081700-2100 MATCHING FICA	\$40.56	\$31.76	\$180.00	\$0.00	\$85.00	\$0.00	\$0.00	\$0.00
100-4081700-5540 TRAINING	\$0.00	\$500.00	\$250.00	\$250.00	\$250.00	\$250.00	\$0.00	\$0.00
100-4081700-5810 DUES	\$0.00	\$0.00	\$125.00	\$125.00	\$125.00	\$125.00	\$0.00	\$0.00
4081700 BVILLE AREA DEV AUTHORITY	\$690.56	\$1,791.76	\$2,895.00	\$2,875.00	\$2,800.00	\$2,875.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4081800 ARCHITECHURAL REVIEW BOARD								
100-4081800-5540 TRAINING	\$65.20	\$43.62	\$500.00	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00
4081800 ARCHITECHURAL REVIEW BOARD	\$65.20	\$43.62	\$500.00	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00



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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
<b>4094200 CAPITAL OUTLAY</b>								
100-4094200-8201 CHRISTMAS DECORATIO	\$1,086.63	\$0.00	\$0.00	\$0.00	\$1,090.00	\$0.00	\$0.00	\$0.00
100-4094200-8207 SOFTWARE UPGRADES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8208 POLICE COMM UPGRAD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8209 POLICE CRUISER CAMER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8225 COMPUTER REPLACEME	\$5,870.96	\$3,513.56	\$5,000.00	\$4,000.00	\$6,000.00	\$6,000.00	\$0.00	\$0.00
100-4094200-8230 REPAIRS TO 23 E MAIN/L	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$46,500.00	\$0.00	\$0.00
100-4094200-8231 PATROL VEHICLE	\$48,699.62	\$46,492.96	\$50,200.00	\$43,530.00	\$48,550.00	\$51,400.00	\$0.00	\$0.00
100-4094200-8335 BULLET PROOF VEST RE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8336 SPEED DISPLAY SIGNS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8337 PW BAY UPGRADES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8339 SALT BOX/SNOW PLOW	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8340 MOWER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8341 B-BALL COURT REPAIRS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8342 REPAVE RIXEY MOORE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8345 PW TON DUMP BED	\$0.00	\$4,444.35	\$0.00	\$4,500.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8351 FOLDER/INSERTER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8353 F350 PICKUP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8362 Service Weapons	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8366 TOWN OFFICE SERVER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8411 CAPITAL RESERVE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8421 PD IN CAR CAMERA REP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8500 PPTRA RESERVE	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8550 EQUIPMENT REPAIR RES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8601 PD SOFTWARE UPGRAD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8603 PD SERVER REPLACEME	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8702 WAYFINDING SIGNS	\$0.00	\$0.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00
100-4094200-8803 PUBLIC WORKS IMPROV	\$0.00	\$625.00	\$0.00	\$24,750.00	\$0.00	\$182,750.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
100-4094200-8901 LIVERY STABLE EVALU	\$0.00	\$0.00	\$15,000.00	\$0.00	\$13,000.00	\$0.00	\$0.00	\$0.00
100-4094200-8902 PAVE BARNETT STREET	\$5,146.00	\$0.00	\$7,000.00	\$0.00	\$5,150.00	\$0.00	\$0.00	\$0.00
100-4094200-8903 E-CITATION	\$11,400.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$0.00
100-4094200-8910 BODY CAMERA REPLAC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,100.00	\$0.00	\$0.00
100-4094200-8911 REPAIR VIRGINIA AVEN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8912 POLICE MDT REPLACEM	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00
100-4094200-8913 POLICE AV EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8914 RIXEY MOORE PLAYGR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8915 HOGAN'S ALLEY IMPRO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8916 RADAR FEEDBACK SIGN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,000.00	\$0.00	\$0.00
100-4094200-8918 ROSE HILL PARK MASTE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$0.00
4094200 CAPITAL OUTLAY	\$72,203.21	\$55,075.87	\$102,200.00	\$96,780.00	\$108,790.00	\$330,750.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4094300 CONTINGENCY								
100-4094300-5800 CONTINGENCY	\$568.45	\$9,885.50	\$119,761.70	\$186,838.00	\$10,000.00	\$97,191.00	\$0.00	\$0.00
4094300 CONTINGENCY	\$568.45	\$9,885.50	\$119,761.70	\$186,838.00	\$10,000.00	\$97,191.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
<b>4095000 DEBT SERVICE</b>								
100-4095000-9110 RDA PRINCIPAL	\$17,778.03	\$34,500.72	\$35,910.00	\$35,000.00	\$35,910.00	\$37,455.00	\$0.00	\$0.00
100-4095000-9120 RDA INTEREST	\$42,959.97	\$79,702.86	\$85,566.00	\$86,480.00	\$85,666.00	\$84,021.00	\$0.00	\$0.00
100-4095000-9130 RDA DEBT SER RESERVE	\$0.00	\$0.00	\$11,135.30	\$12,147.00	\$11,135.00	\$0.00	\$0.00	\$0.00
4095000 DEBT SERVICE	\$60,738.00	\$114,203.58	\$132,611.30	\$133,627.00	\$132,711.00	\$121,476.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
Expenses	(\$1,648,187.89)	(\$3,011,751.52)	(\$3,517,008.00)	(\$3,356,036.00)	(\$3,281,193.00)	(\$3,748,512.00)	\$0.00	\$0.00
Revenues Over/Under								
Expenses	\$376,250.74	\$721,263.08	\$0.00	\$0.00	\$383,526.00	\$0.00	\$0.00	

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
501-3000000-0000 FUND BALANCE	\$0.00	\$0.00	\$485,000.00	\$70,000.00	\$485,000.00	\$300,000.00	\$0.00	\$0.00
501-3150102-0000 INTEREST ON INVESTME	\$6,870.85	\$7,283.73	\$4,000.00	\$3,000.00	\$10,000.00	\$6,000.00	\$0.00	\$0.00
501-3160110-0000 TREATMENT FEES	\$422,166.60	\$860,349.44	\$860,000.00	\$825,000.00	\$850,000.00	\$850,000.00	\$0.00	\$0.00
501-3160111-0000 DELINQUENT ACCT PEN	\$16,022.65	\$31,683.93	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$0.00	\$0.00
501-3160112-0000 SECURITY DEPOSITS	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00
501-3160113-0000 AVAILABILITY CHARGE	\$47,250.00	\$147,000.00	\$72,190.00	\$78,050.00	\$47,250.00	\$33,470.00	\$0.00	\$0.00
501-3160115-0000 METER FEES	\$5,705.00	\$9,100.00	\$1,625.00	\$4,550.00	\$5,705.00	\$2,690.00	\$0.00	\$0.00
Revenues	\$498,015.10	\$1,055,417.10	\$1,452,815.00	\$1,010,700.00	\$1,427,955.00	\$1,222,160.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
<b>4012220 PERSONNEL</b>								
501-4012220-1140 COMPENSATION	\$18,824.90	\$37,888.03	\$39,500.00	\$40,100.00	\$29,500.00	\$48,100.00	\$0.00	\$0.00
501-4012220-2100 SOCIAL SECURITY	\$1,440.18	\$2,898.30	\$3,025.00	\$3,100.00	\$3,025.00	\$3,680.00	\$0.00	\$0.00
501-4012220-2210 RETIREMENT	\$10,350.19	\$21,103.22	\$26,450.00	\$28,950.00	\$23,000.00	\$25,400.00	\$0.00	\$0.00
501-4012220-2220 VMLIP - STD	\$64.94	\$134.22	\$145.00	\$145.00	\$125.00	\$140.00	\$0.00	\$0.00
501-4012220-2230 VMLIP - LTD	\$477.29	\$972.81	\$1,290.00	\$1,280.00	\$1,000.00	\$1,250.00	\$0.00	\$0.00
501-4012220-2300 HEALTH INSURANCE	\$19,059.75	\$38,100.40	\$39,500.00	\$38,500.00	\$39,500.00	\$40,960.00	\$0.00	\$0.00
501-4012220-2400 LIFE INSURANCE	\$1,252.41	\$2,326.57	\$3,135.00	\$2,820.00	\$2,800.00	\$3,010.00	\$0.00	\$0.00
501-4012220-2600 UNEMPLOYMENT INSUR	\$4.84	\$12.53	\$55.00	\$70.00	\$55.00	\$40.00	\$0.00	\$0.00
501-4012220-2700 WORKER'S COMPENSATI	\$4,204.00	\$3,928.00	\$4,000.00	\$5,250.00	\$4,204.00	\$4,625.00	\$0.00	\$0.00
501-4012220-3170 MISS UTILITY	\$444.15	\$1,589.99	\$2,000.00	\$1,000.00	\$1,000.00	\$2,000.00	\$0.00	\$0.00
501-4012220-3320 HANDHELD MAINT	\$2,537.50	\$2,145.00	\$2,500.00	\$2,000.00	\$2,537.50	\$3,000.00	\$0.00	\$0.00
501-4012220-5210 POSTAGE	\$1,143.36	\$2,241.36	\$2,500.00	\$2,500.00	\$2,500.00	\$2,750.00	\$0.00	\$0.00
501-4012220-5540 TRAINING	\$0.00	\$613.72	\$1,000.00	\$1,000.00	\$1,000.00	\$2,500.00	\$0.00	\$0.00
501-4012220-6001 OFFICE SUPPLIES	\$0.00	\$1,034.92	\$1,200.00	\$1,000.00	\$1,500.00	\$1,500.00	\$0.00	\$0.00
4012220 PERSONNEL	\$59,803.51	\$114,989.07	\$126,300.00	\$127,715.00	\$111,746.50	\$138,955.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4012222 TREATMENT								
501-4012222-1147 COMPENSATION	\$44,403.85	\$93,839.60	\$139,250.00	\$141,200.00	\$120,000.00	\$112,125.00	\$0.00	\$0.00
501-4012222-2100 MATCHING FICA EXPEN	\$3,350.98	\$7,422.59	\$10,650.00	\$10,800.00	\$9,180.00	\$8,600.00	\$0.00	\$0.00
501-4012222-2830 CERTIFICATION FEES	\$294.00	\$775.00	\$500.00	\$900.00	\$500.00	\$900.00	\$0.00	\$0.00
501-4012222-2840 STATE CONNECTION FE	\$0.00	\$4,867.50	\$5,200.00	\$5,100.00	\$5,200.00	\$5,300.00	\$0.00	\$0.00
501-4012222-2850 LAB TESTING	\$2,477.05	\$4,897.31	\$22,000.00	\$22,000.00	\$8,000.00	\$8,500.00	\$0.00	\$0.00
501-4012222-3110 MEDICAL EXAMS	\$65.00	\$225.98	\$200.00	\$200.00	\$100.00	\$200.00	\$0.00	\$0.00
501-4012222-3145 PROFESSIONAL SERVICE	\$21,554.55	\$6,024.10	\$10,000.00	\$15,000.00	\$23,000.00	\$15,000.00	\$0.00	\$0.00
501-4012222-3146 UTILITY RATE STUDY	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00
501-4012222-3210 SLUDGE REMOVAL	\$17,560.00	\$17,302.43	\$20,000.00	\$22,000.00	\$17,560.00	\$20,000.00	\$0.00	\$0.00
501-4012222-3220 CLEAN RIVER INTAKE	\$813.13	\$0.00	\$1,500.00	\$2,000.00	\$1,500.00	\$2,000.00	\$0.00	\$0.00
501-4012222-3310 REPAIR & MAINTENANC	\$36,303.32	\$34,194.90	\$46,000.00	\$44,000.00	\$46,000.00	\$50,000.00	\$0.00	\$0.00
501-4012222-3510 CONSUMER CONFIDENC	\$0.00	\$0.00	\$500.00	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00
501-4012222-5110 ELECTRICITY	\$25,994.07	\$55,085.11	\$59,000.00	\$59,000.00	\$58,000.00	\$59,000.00	\$0.00	\$0.00
501-4012222-5120 FUEL/OIL HEAT	\$1,300.70	\$588.85	\$2,700.00	\$2,700.00	\$3,000.00	\$2,800.00	\$0.00	\$0.00
501-4012222-5230 TELECOMMUNICATIONS	\$1,227.01	\$2,556.31	\$2,500.00	\$2,500.00	\$2,100.00	\$2,500.00	\$0.00	\$0.00
501-4012222-5415 COPIER LEASE	\$324.49	\$595.05	\$750.00	\$600.00	\$650.00	\$750.00	\$0.00	\$0.00
501-4012222-5540 TRAINING	\$407.57	\$536.99	\$2,500.00	\$2,500.00	\$2,000.00	\$2,500.00	\$0.00	\$0.00
501-4012222-5690 DISCHARGE PERMIT RE	\$0.00	\$0.00	\$2,700.00	\$2,700.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4012222-5810 DUES	\$779.00	\$650.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,100.00	\$0.00	\$0.00
501-4012222-6001 OFFICE SUPPLIES	\$107.45	\$551.43	\$500.00	\$1,000.00	\$500.00	\$1,000.00	\$0.00	\$0.00
501-4012222-6004 LAB SUPPLIES	\$2,379.04	\$4,655.28	\$3,800.00	\$3,600.00	\$3,800.00	\$4,000.00	\$0.00	\$0.00
501-4012222-6005 JANITORIAL SUPPLIES	\$588.51	\$520.18	\$800.00	\$700.00	\$800.00	\$800.00	\$0.00	\$0.00
501-4012222-6008 GASOLINE & OIL	\$873.81	\$2,665.11	\$6,200.00	\$6,200.00	\$2,000.00	\$6,200.00	\$0.00	\$0.00
501-4012222-6011 UNIFORMS	\$86.34	\$447.01	\$500.00	\$500.00	\$500.00	\$1,300.00	\$0.00	\$0.00
501-4012222-6014 TOOLS	\$435.14	\$1,702.59	\$250.00	\$250.00	\$500.00	\$500.00	\$0.00	\$0.00
501-4012222-6019 SAFETY EQUIPMENT	\$0.00	\$2,146.41	\$2,000.00	\$2,000.00	\$900.00	\$2,000.00	\$0.00	\$0.00
501-4012222-6020 PERSONAL EQUIPMENT	\$0.00	\$169.15	\$600.00	\$600.00	\$200.00	\$600.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
501-4012222-6025 CHEMICALS	\$21,335.44	\$32,015.52	\$42,000.00	\$40,000.00	\$40,000.00	\$48,000.00	\$0.00	\$0.00
4012222 TREATMENT	\$182,660.45	\$274,434.40	\$393,600.00	\$389,550.00	\$356,990.00	\$366,175.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4012224 DISTRIBUTION & MAINTENANCE								
501-4012224-1183 COMPENSATION	\$47,306.79	\$93,719.89	\$94,250.00	\$95,600.00	\$94,250.00	\$96,000.00	\$0.00	\$0.00
501-4012224-2100 MATCHING FICA EXPEN	\$3,554.42	\$7,169.54	\$7,185.00	\$7,300.00	\$7,185.00	\$7,345.00	\$0.00	\$0.00
501-4012224-3330 LINE REPAIR & MAINTENANCE	\$14,206.09	\$43,490.05	\$50,000.00	\$42,750.00	\$50,000.00	\$50,000.00	\$0.00	\$0.00
501-4012224-6007 MATERIALS & SUPPLIES	\$866.00	\$13,769.15	\$30,000.00	\$11,875.00	\$30,000.00	\$30,000.00	\$0.00	\$0.00
501-4012224-6019 SAFETY EQUIPMENT	\$0.00	\$547.41	\$710.00	\$710.00	\$700.00	\$700.00	\$0.00	\$0.00
501-4012224-6030 NEW SERVICE SUPPLIES	\$8,170.00	\$20,030.60	\$4,000.00	\$3,800.00	\$9,000.00	\$9,000.00	\$0.00	\$0.00
4012224 DISTRIBUTION & MAINTENANCE	\$74,103.30	\$178,726.64	\$186,145.00	\$162,035.00	\$191,135.00	\$193,045.00	\$0.00	\$0.00



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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
501-4094200-8361 WATER LINE UPGRADES	\$23,336.44	\$31,872.55	\$85,000.00	\$145,000.00	\$85,000.00	\$0.00	\$0.00	\$0.00
501-4094200-8365 Water Booster Upgrade	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8368 LEAK DETECTOR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8550 EQUIPMENT REPAIR RES	\$0.00	\$0.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00	\$0.00
501-4094200-8605 WTP BUILDING MAINTEN	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00
501-4094200-8703 PICKUP TRUCK	\$0.00	\$13,024.72	\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8704 FINISH PUMP REPLACEM	\$0.00	\$0.00	\$0.00	\$12,000.00	\$0.00	\$200,000.00	\$0.00	\$0.00
501-4094200-8904 JD BACKHOE (25%)	\$26,520.00	\$0.00	\$27,250.00	\$0.00	\$26,520.00	\$0.00	\$0.00	\$0.00
501-4094200-8905 INFLATABLE TRENCHBO	\$3,672.67	\$0.00	\$4,000.00	\$0.00	\$3,675.00	\$0.00	\$0.00	\$0.00
501-4094200-8906 WTP DISINFECTION UPG	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4094200 CAPITAL OUTLAY	\$78,529.11	\$44,897.27	\$712,045.00	\$306,800.00	\$710,990.00	\$503,035.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4094300 CONTINGENCY								
501-4094300-5800 CONTINGENCY	\$0.00	\$1,312.01	\$34,725.00	\$24,600.00	\$0.00	\$20,950.00	\$0.00	\$0.00
4094300 CONTINGENCY	\$0.00	\$1,312.01	\$34,725.00	\$24,600.00	\$0.00	\$20,950.00	\$0.00	\$0.00



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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
Expenses	(\$395,096.37)	(\$614,359.39)	(\$1,452,815.00)	(\$1,010,700.00)	(\$1,370,861.50)	(\$1,222,160.00)	\$0.00	\$0.00
Revenues Over/Under Expenses	\$102,918.73	\$441,057.71	\$0.00	\$0.00	\$57,093.50	\$0.00	\$0.00	

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
502-3000000-0000 FUND BALANCE FORWA	\$0.00	\$0.00	\$35,000.00	\$90,000.00	\$35,000.00	\$15,000.00	\$0.00	\$0.00
502-3150101-0000 Interest Income	\$13,882.40	\$13,037.81	\$8,000.00	\$5,000.00	\$25,000.00	\$15,000.00	\$0.00	\$0.00
502-3160110-0000 TREATMENT FEES	\$820,071.00	\$1,685,853.02	\$1,690,000.00	\$1,620,000.00	\$1,660,000.00	\$1,660,000.00	\$0.00	\$0.00
502-3160112-0000 SECURITY DEPOSITS	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00
502-3160113-0000 AVAILABILITY CHARGE	\$204,750.00	\$637,000.00	\$312,820.00	\$318,500.00	\$204,750.00	\$145,035.00	\$0.00	\$0.00
502-3410401-0000 VRA LOAN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-3410402-0000 WQIF Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-3410404-0000 NUTRIENT CREDIT REBA	\$1,897.52	\$0.00	\$3,000.00	\$0.00	\$1,900.00	\$1,500.00	\$0.00	\$0.00
Revenues	\$1,040,600.92	\$2,335,890.83	\$2,048,820.00	\$2,033,600.00	\$1,926,650.00	\$1,836,535.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
<b>4012220 PERSONNEL</b>								
502-4012220-1114 COMPENSATION	\$21,894.49	\$44,470.18	\$39,500.00	\$37,000.00	\$44,000.00	\$48,100.00	\$0.00	\$0.00
502-4012220-2100 SOCIAL SECURITY	\$1,452.88	\$3,105.32	\$3,025.00	\$2,850.00	\$3,370.00	\$3,680.00	\$0.00	\$0.00
502-4012220-2210 RETIREMENT	\$17,881.63	\$37,662.31	\$34,000.00	\$38,350.00	\$35,600.00	\$39,350.00	\$0.00	\$0.00
502-4012220-2220 VMLIP - STD	\$111.19	\$235.47	\$185.00	\$190.00	\$225.00	\$215.00	\$0.00	\$0.00
502-4012220-2230 VMLIP - LTD	\$819.63	\$1,671.28	\$1,660.00	\$1,695.00	\$1,660.00	\$1,935.00	\$0.00	\$0.00
502-4012220-2300 HEALTH INSURANCE	\$34,163.25	\$68,700.40	\$50,710.00	\$50,975.00	\$68,700.00	\$63,450.00	\$0.00	\$0.00
502-4012220-2400 LIFE INSURANCE	\$2,145.72	\$4,443.88	\$4,030.00	\$3,730.00	\$4,300.00	\$4,665.00	\$0.00	\$0.00
502-4012220-2600 UNEMPLOYMENT INSUR	\$6.24	\$16.60	\$70.00	\$90.00	\$70.00	\$60.00	\$0.00	\$0.00
502-4012220-2700 WORKER'S COMPENSATI	\$5,568.00	\$5,200.00	\$5,300.00	\$7,000.00	\$5,568.00	\$6,125.00	\$0.00	\$0.00
502-4012220-3320 HANDHELD MAINT	\$2,537.50	\$2,145.00	\$2,500.00	\$2,000.00	\$2,537.50	\$3,000.00	\$0.00	\$0.00
502-4012220-5210 POSTAGE	\$3,386.27	\$6,726.78	\$7,000.00	\$7,000.00	\$7,000.00	\$7,150.00	\$0.00	\$0.00
502-4012220-6001 OFFICE SUPPLIES	\$316.13	\$957.90	\$1,500.00	\$1,500.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00
4012220 PERSONNEL	\$90,282.93	\$175,335.12	\$149,480.00	\$152,380.00	\$175,030.50	\$179,730.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4012222 TREATMENT								
502-4012222-1147 COMPENSATION	\$114,663.04	\$226,059.62	\$217,200.00	\$233,900.00	\$228,000.00	\$252,900.00	\$0.00	\$0.00
502-4012222-2100 MATCHING FICA EXPEN	\$8,796.36	\$17,546.73	\$16,620.00	\$17,900.00	\$17,500.00	\$19,350.00	\$0.00	\$0.00
502-4012222-2830 CERTIFICATION FEES	\$100.00	\$300.00	\$900.00	\$500.00	\$900.00	\$500.00	\$0.00	\$0.00
502-4012222-2850 LAB TESTING	\$12,300.00	\$21,230.00	\$25,000.00	\$25,000.00	\$24,000.00	\$25,000.00	\$0.00	\$0.00
502-4012222-2851 EFFLUENT MONITORING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4012222-3145 PROFESSIONAL SERVICE	\$10,289.00	\$15,211.46	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$0.00	\$0.00
502-4012222-3146 UTILITY RATE STUDY	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00
502-4012222-3210 LANDFILL-SOLIDS DISPO	\$25,684.04	\$46,227.97	\$43,000.00	\$30,000.00	\$46,000.00	\$47,000.00	\$0.00	\$0.00
502-4012222-3310 REPAIR & MAINTENANC	\$60,067.22	\$104,005.23	\$90,000.00	\$90,000.00	\$100,000.00	\$105,000.00	\$0.00	\$0.00
502-4012222-5110 ELECTRICITY	\$54,344.62	\$116,838.89	\$130,000.00	\$150,000.00	\$115,000.00	\$130,000.00	\$0.00	\$0.00
502-4012222-5230 TELECOMMUNICATIONS	\$2,656.13	\$6,005.69	\$5,200.00	\$5,000.00	\$4,800.00	\$5,200.00	\$0.00	\$0.00
502-4012222-5415 COPIER LEASE	\$1,622.51	\$2,975.22	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00	\$0.00
502-4012222-5540 TRAINING	\$0.00	\$3,428.64	\$4,000.00	\$4,000.00	\$2,000.00	\$4,000.00	\$0.00	\$0.00
502-4012222-5685 NUTRIENT FUND CREDIT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4012222-5690 Discharge Permit Renewal	\$2,721.00	\$2,707.00	\$3,100.00	\$3,100.00	\$2,720.00	\$3,000.00	\$0.00	\$0.00
502-4012222-5810 DUES	\$0.00	\$422.00	\$500.00	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00
502-4012222-6001 OFFICE SUPPLIES	\$1.19	\$443.67	\$2,500.00	\$2,500.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00
502-4012222-6004 LAB SUPPLIES	\$1,455.98	\$5,262.35	\$5,200.00	\$8,000.00	\$4,000.00	\$5,200.00	\$0.00	\$0.00
502-4012222-6005 JANITORIAL SUPPLIES	\$482.00	\$1,019.53	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00
502-4012222-6008 DIESEL FUEL	\$1,045.04	\$4,920.33	\$8,000.00	\$8,000.00	\$3,000.00	\$8,000.00	\$0.00	\$0.00
502-4012222-6011 UNIFORMS	\$0.00	\$282.22	\$800.00	\$800.00	\$600.00	\$1,300.00	\$0.00	\$0.00
502-4012222-6014 TOOLS	\$426.92	\$1,552.19	\$500.00	\$1,000.00	\$1,600.00	\$1,500.00	\$0.00	\$0.00
502-4012222-6019 SAFETY EQUIPMENT	\$51.31	\$2,115.83	\$2,000.00	\$3,000.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00
502-4012222-6020 PERSONAL EQUIPMENT	\$0.00	\$0.00	\$0.00	\$800.00	\$400.00	\$800.00	\$0.00	\$0.00
502-4012222-6025 CHEMICALS	\$42,597.23	\$73,854.56	\$90,000.00	\$100,000.00	\$80,000.00	\$90,000.00	\$0.00	\$0.00
4012222 TREATMENT	\$339,303.59	\$652,409.13	\$673,520.00	\$703,000.00	\$663,020.00	\$731,250.00	\$0.00	\$0.00

## BUDGET WORKSHEET

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4012224 DISTRIBUTION & MAINTENANCE								
502-4012224-1183 COMPENSATION	\$43,041.18	\$86,719.03	\$94,250.00	\$95,600.00	\$94,250.00	\$96,000.00	\$0.00	\$0.00
502-4012224-2100 MATCHING FICA EXPEN	\$3,228.03	\$6,633.93	\$7,185.00	\$7,300.00	\$7,185.00	\$7,345.00	\$0.00	\$0.00
502-4012224-3310 EQUIPMENT MAINTENA	\$430.64	\$4,136.34	\$5,800.00	\$2,000.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00
502-4012224-3330 REPAIR & MAINTENANC	\$8,140.90	\$16,792.34	\$8,000.00	\$8,000.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00
502-4012224-6007 MATERIALS & SUPPLIES	\$0.00	\$29.38	\$2,500.00	\$6,080.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00
502-4012224-6019 SAFETY EQUIPMENT	\$0.00	\$0.00	\$285.00	\$285.00	\$285.00	\$285.00	\$0.00	\$0.00
502-4012224-6030 NEW SERVICE SUPPLIES	\$0.00	\$0.00	\$0.00	\$2,850.00	\$0.00	\$0.00	\$0.00	\$0.00
4012224 DISTRIBUTION & MAINTENANCE	\$54,840.75	\$114,311.02	\$118,020.00	\$122,115.00	\$119,220.00	\$121,130.00	\$0.00	\$0.00





## BUDGET WORKSHEET

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
502-4094200-8604 SS CMERA (1/2 VDOT)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8703 PICKUP TRUCK	\$0.00	\$13,024.73	\$0.00	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8904 JD BACKHOE (25%)	\$26,520.00	\$0.00	\$27,250.00	\$0.00	\$26,520.00	\$0.00	\$0.00	\$0.00
502-4094200-8905 INFLATABLE TRENCHBO	\$3,672.68	\$0.00	\$4,000.00	\$0.00	\$3,673.00	\$0.00	\$0.00	\$0.00
502-4094200-8907 TRACTOR (50%)	\$27,721.96	\$0.00	\$30,000.00	\$0.00	\$27,720.00	\$0.00	\$0.00	\$0.00
502-4094200-8908 WWTP COMPUTER UPGR	\$0.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8909 WWTP AIR MONITORS	\$5,920.59	\$0.00	\$6,000.00	\$0.00	\$5,920.00	\$0.00	\$0.00	\$0.00
502-4094200-8917 HYPOCHLORITE PUMP R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,000.00	\$0.00	\$0.00
4094200 CAPITAL OUTLAY	\$88,835.23	\$151,025.97	\$591,250.00	\$551,855.00	\$562,833.00	\$303,460.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4094300 CONTINGENCY								
502-4094300-5800 CONTINGENCY	\$0.00	\$539.36	\$46,550.00	\$34,250.00	\$0.00	\$30,965.00	\$0.00	\$0.00
4094300 CONTINGENCY	\$0.00	\$539.36	\$46,550.00	\$34,250.00	\$0.00	\$30,965.00	\$0.00	\$0.00

## BUDGET WORKSHEET

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
<b>4095000 DEBT SERVICE</b>								
502-4095000-8001 OUTFALL LINE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4095000-8002 WWTP UPGRADES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4095000-8003 NEW WWTP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4095000-9112 CIP PRINCIPAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4095000-9114 WACHOVIA/TAXABLE/P	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4095000-9118 VRA PRINCIPAL	\$235,000.00	\$470,000.00	\$470,000.00	\$470,000.00	\$470,000.00	\$470,000.00	\$0.00	\$0.00
502-4095000-9122 CIP INTEREST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4095000-9124 WACHOVIA/TAXABLE/IN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4095000 DEBT SERVICE	\$235,000.00	\$470,000.00	\$470,000.00	\$470,000.00	\$470,000.00	\$470,000.00	\$0.00	\$0.00

**BUDGET WORKSHEET**

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
Expenses	(\$808,262.50)	(\$1,567,244.35)	(\$2,048,820.00)	(\$2,033,600.00)	(\$1,990,103.50)	(\$1,836,535.00)	\$0.00	\$0.00
Revenues Over/Under Expenses	\$232,338.42	\$768,646.48	\$0.00	\$0.00	(\$63,453.50)	\$0.00	\$0.00	

# Capital Improvement Plan Narrative FY18

**Capital Improvement Narrative**  
**Fiscal Year 2018**  
**Purple – Project Updates**

**General Fund FY18**

Backhoe \$54,500

Public Works Department

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

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

The funding for the purchase would be as follows:

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

Purchased on 7/24/17 at a cost of \$ 106,080.

The Town received \$ 12,825 from the sale of the 410D John Deere.

Tractor \$30,000

Public Works Department

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

The purchase is requested to replace a 55 year old 300 John Deere Industrial Tractor which is undersized for modern attachments and the parts for which are becoming increasingly difficult to

acquire. The 300 John Deere Industrial Tractor will be sold at auction with the proceeds being returned to the General Fund.

The funding for the purchase would be as follows:

General Fund (100% from VDOT Reimbursement)	\$30,000
Sewer Fund	\$30,000
Total	\$60,000

Purchased on 8/12/17 at a cost of \$ 52,204.

The Town received \$ 2,375 from the sale of the 300 John Deere tractor.

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

Public Works Department

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

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

Completed on 1/9/18 at a cost of \$13,000.

Pave Barnett Street \$7,000

Public Works Department

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

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

Completed on 8/9/17 at a cost of \$ 5,146

Patrol Vehicle \$50,200

## Police Department

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

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

2017 Vehicle and Equipment costs are:

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

Purchased on 12/28/17 at a cost of \$ 48,700.

E-Citation \$25,000

## Police Department

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

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

This funding would provide for the purchase of:

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

## Training

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

Project underway. Program expected to be fully implemented by 4/15/18 and is expected to be under budget.

Computer Replacement \$5,000

### Administration

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

Two computers have been replaced and a new computer purchased for the new Finance Clerk position's work station at a total cost of \$ 5,870.96.

## Water Fund FY18

Water Distribution System Upgrades \$85,000

### Public Works Department

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

Treadwell water project is nearly complete. Will be complete by the end of the FY.

Work water services in the 300 block of South Buckmarsh has been completed.

Work on the Rice Street water main will commence in the spring.

To date, \$17,823.88 has been charged to this line item.

Backhoe \$27,250

Public Works Department  
For Details See General Fund

Inflatable Trench Box \$4,000

Public Works Department

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

The funding for the purchase would be as follows:

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

Purchased on 8/9/17 at a cost of \$ 7,345.35.

Storage Tank Repair \$ 450,000

Public Utilities Department

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

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

FY 18	\$450,000
FY19	\$ 85,000
FY20	\$ 85,000
FY21	\$ 85,000
FY22	\$ 85,000

The Water Fund Ground Reservoir rehabilitation reserve fund contains \$580,000 and would be used to fund this project in FY18, FY19, and a portion of what will be needed in FY20. New funds (not currently in reserve) will have to be allocated in FY20 (\$70,000), FY21 (\$85,000), and FY22 (\$85,000).

Project underway. Southeast Tank renovation nearly complete. Work is expected to begin on the ground reservoir in the spring.

Equipment Repair Reserve \$25,000

Public Utilities Department

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

WTP Door Replacement \$10,000

Public Utilities Department

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

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

Project planning nearly complete. Project expected to be completed by the end of the FY.

**Sewer Fund FY18**

Backhoe \$27,250

Public Works Department  
For Details See General Fund

Tractor \$30,000

Public Works Department  
For Details See General Fund

Collection System Upgrades \$110,000

Public Works Department

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

Mr. Boor is finalizing plans for the rehabilitation of the sewer main in East Main Street from Church Street to the N&S RR tracks. A portion of this work would likely be completed utilizing trenchless techniques and other areas may involve open cuts. As the scope of this project is finalized, it may be necessary to carry over funds from this line item and add them to the same line item in the FY19 budget to complete the work.

Inflatable Trench Box \$4,000

Public Works Department  
For Details See Water Fund

Membrane Replacement \$100,000

Public Utilities Department

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

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

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

Computer Upgrades WWTP \$25,000

Public Utilities Department

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

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

Pricing in place for 4 of 5 units. Staff is waiting on pricing for final unit. Purchase and installation is expected to be completed by the end of the FY.

Equipment Repair Reserve \$25,000

Public Utilities Department

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

Air Monitors \$6,000

Public Utilities Department

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

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

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

Purchased on 9/25/17 and 10/23/17 at a cost of \$ 5,920.59.

# Capital Improvement Plan Narrative FY19

**Capital Improvement Narrative  
Fiscal Year 2019**

**Blue – Funded in Proposed Budget**

**General Fund FY19**

Repair Virginia Avenue \$22,000

Public Works Department

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

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

This request is modified to provide additional funding that would be used to create a hammerhead turnaround area at the southern terminus of the street. To complete this aspect of the project easements must be secured from at least one property owner.

Ton Dump Truck \$27,500

Public Works Department

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

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

The funding for the purchase would be as follows:

General Fund (100% from VDOT Reimbursement)	\$27,500
Water Fund	\$13,750
Sewer Fund	\$13,750
Total	\$55,000

The cost of this purchase was adjusted and the portion of the purchase to be taken out of the general, water, and sewer funds was adjusted.

Patrol Vehicle \$51,400

Police Department

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

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

2018 Vehicle and Equipment costs are:

Base SUV	29,178
Equipment purchase and installation	19,522
Total	48,700

Body Camera Replacement 10 \$10,100

Police Department

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

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

This request has been modified to provide for the purchase of new equipment and enter into an annual contract for repair/replacement/support/data storage and management at an annual cost of \$5,500 (current contract that does not provide for replacements is \$2,800 annually). If this approach is approved the annual cost will be blended into the Police Department operating budget.

Mobile Data Terminal Replacement \$20,000

Police Department

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

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

Request is modified to provide for purchase of convertible laptops instead of standard laptops. The convertible allows for the detachment of the screen for use as a tablet. A tablet would provide many advantages including use for photography, signature capture, and on scene reporting.

AV Equipment \$6,000

Police Department

This item would provide for the purchase of surveillance equipment that the department would be able to deploy in areas of concern to enhance enforcement efforts and serve as a force multiplier.

Computer Replacement \$6,000

Administration

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

This item is modified at the request of the Police Department and would be used to replace three computer work stations.

Livery Stable Stabilization/ 23 East Main Street Reserve \$46,500

Administration

This reserve will be increased to provide funding for stabilization of the livery stable located at 23 East Main Street (estimated at \$150,500) and unspecified repairs/improvements to the main building at 23 East Main Street (30,000). At present, the reserve contains \$41,000. Funds would be reserved in the following manner:

FY19 \$46,500

FY20 \$46,500

FY21 \$46,500

With FY21 funds, reserve would contain \$180,500. The livery stable structural evaluation recommends that stabilization occur within three years.

Public Works Facility Improvements \$182,750

Public Works Department

This item provides for:

- installation of a concrete floor in public works facility's bays
- insulation on the walls and doors
- installation of means to heat (minimally) the bays
- installation of cabinetry and latent print processing hood in "Police bay"
- expansion of finished "office area" within the existing building envelope

The Public Works Building is comprised of 5 fully enclosed bays and four open bays. Two of the fully enclosed bays are heated. One-half of a heated bay contains the Public Work Department offices. Two of the enclosed bays have a concrete floor that covers approximately two thirds of the floor space. The other enclosed bay floor is all gravel (this bay is separated from the other two enclosed by a wall – this bay will be referred to as the Police bay). All of the enclosed bays have their ceilings insulated.

Expansion of the office area would provide for additional office space, locker room, shower, and plan/file storage. This expansion would eliminate heated bay space that can be used for equipment storage/maintenance.

The Police bay will be used for Police Department related storage, vehicle storage/cover during inclement weather, and evidence processing area. \$ 6,000 of the estimated cost of the work is attributed to this completing fit out of this Police bay after the floor, insulation, and heating work is accomplished.

This work would be funded by use of reserve funds set aside for improvement of the Public Works Facility. The reserve fund currently contains \$182,750.

Staff is of the opinion that this work will leave the possibility of two major projects that will have to be done in the coming years. As the Town grows, at some point second salt building will be needed. The only other project that may be considered in the future may be the expansion of parking facilities (additional property would have to be acquired).

Master Plan for Rose Hill Park \$3,000

Planning

This project would provide for development of a master plan for Rose Hill Park. The master plan would then be used as a guide for future improvements and maintenance in the park. Much of the work will be completed by Town staff but funds will be needed for professional services.

Improvements to John Rixey Moore Playground \$50,000

Public Works Department

The John Rixey Moore Playground, which is located in Rose Hill Park, last saw a major renovation in 1998.

This project would provide for the replacement of the playset, refurbishing of the swings, buck a bout, and the spring riders, expansion of the fall zone and installation of new equipment sized for smaller children, and the construction of a shade structure.

FMS Analytical Software \$12,000

Administration

The Town purchased financial management software (for ADMIN) from Southern Software in 2015. The Town also purchased records management software (for the PD) in 2017.

This proposal provides for the purchase of a suite of budgeting, reporting, planning, and analysis software.

Improvement of John R. Hogan Alley \$6,000

Public Works

These funds would be used to support Berryville Main Street's efforts to improve the space in question. Town funds would be used to repair asphalt in the area where bollards are currently installed (bollards will be removed), to direct storm water from the alley, and replace sidewalk along the Main Street frontage of the space (a portion of this area would be disturbed in order to re-direct storm water).

Radar Feedback Signs \$11,000

Public Works

This item would provide for the purchase and installation of two permanently sited radar feedback speed signs.

The Town Council has expressed interest in having radar feedback signs on East Main Street and South Buckmarsh Street to calm traffic and reduce vehicle speeds. This item is requested in both FY2019 and FY2020.

**Water Fund FY19**

Water Distribution System Upgrades \$85,000

Public Works Department

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

Ton Dump Truck \$13,750

Public Works Department

For Details See General Fund

Storage Tank Repair \$85,000

Public Utilities Department

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

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

FY 18	\$450,000
FY19	\$ 85,000
FY20	\$ 85,000
FY21	\$ 85,000
FY22	\$ 85,000

The Water Fund Ground Reservoir rehabilitation reserve fund contains \$580,000 and would be used to fund this project in FY18, FY19, and a portion of what will be needed in FY20. New funds (not currently in reserve) will have to be allocated in FY20 (\$70,000), FY21 (\$85,000), and FY22 (\$85,000).

Equipment Repair Reserve \$25,000

Public Utilities Department

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

SCADA

\$15,000

Public Utilities Department

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

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

Finish Pump Replacement WTP

\$200,000

Public Utilities Department

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

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

**Sewer Fund FY19**

Collection System Upgrades \$110,000

Public Works Department

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

Ton Dump Truck \$13,750

Public Works Department

For Details See General Fund

Membrane Replacement \$100,000

Public Utilities Department

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

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

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

SCADA \$15,000

Public Utilities Department

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

The existing analog system is becoming increasingly difficult to maintain.

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

Equipment Repair Reserve \$25,000

Public Utilities Department

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

Hypochlorite pump replacement \$12,000

Public Utilities Department

This item provides funds for the purchase of a hypochlorite pump for the WWTP. At present, one of the two pumps is in operation.

These pumps are an integral part of the membrane cleaning system at the WWTP.

# Capital Improvement Plan Narrative FY20

## **Capital Improvement Narrative Fiscal Year 2020**

### **General Fund FY20**

Zero Turn Mower \$10,000

#### Public Works Department

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

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

Pave Crow Street Parking Lot \$25,000

#### Public Works Department

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

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

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

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

Four-wheeler \$11,000

#### Public Works Department

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

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

Patrol Vehicle \$52,600

Police Department

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

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

2018 Vehicle and Equipment costs are:

Base SUV	29,178
Equipment purchase and installation	19,522
Total	48,700

Police Radio Replacement Reserve \$20,000

Police Department

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

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

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

Computer Replacement \$5,000

Administration

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

Livery Stable Stabilization/ 23 East Main Street Reserve \$46,500

Administration

This reserve will be increased to provide funding for stabilization of the livery stable located at 23 East Main Street (estimated at \$150,500) and unspecified repairs/improvements to the main building at 23 East Main Street (30,000). At present, the reserve contains \$41,000. Funds would be reserved in the following manner:

FY19 \$46,500

FY20 \$46,500

FY21 \$46,500

With FY21 funds, reserve would contain \$180,500. The livery stable structural evaluation recommends that stabilization occur within three years.

Radar Feedback Signs \$11,000

Public Works

This item would provide for the purchase and installation of two permanently sited radar feedback speed signs.

The Town Council has expressed interest in having radar feedback signs on East Main Street and South Buckmarsh Street to calm traffic and reduce vehicle speeds.

**Water Fund FY20**

Water Distribution System Upgrades \$90,000

Public Works Department

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

Storage Tank Repair \$85,000

Public Utilities Department

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

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

FY 18	\$450,000
FY19	\$ 85,000
FY20	\$ 85,000
FY21	\$ 85,000
FY22	\$ 85,000
FY22	\$ 85,000

The Water Fund Ground Reservoir rehabilitation reserve fund contains \$580,000 and would be used to fund this project in FY18, FY19, and a portion of what will be needed in FY20. New funds (not currently in reserve) will have to be allocated in FY20 (\$70,000), FY21 (\$85,000), and FY22 (\$85,000).

Pickup Truck \$15,000

Public Utilities Department

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

The funding for this purchase would be as follows:

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

Equipment Repair Reserve \$25,000

Public Utilities Department

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

**Sewer Fund FY20**

Collection System Upgrades \$115,000

Public Works Department

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

Membrane Replacement \$100,000

Public Utilities Department

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

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

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

Pickup Truck \$15,000

Public Utilities Department

For Details See Water Fund

<u>Equipment Repair Reserve</u>	<u>\$25,000</u>
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Public Utilities Department

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

# Capital Improvement Plan Narrative FY21

## **Capital Improvement Narrative Fiscal Year 2021**

### **General Fund FY21**

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

#### Public Works

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

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

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

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

#### Public Works

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

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

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

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

Patrol Vehicle \$50,000

Police Department

The Police Department maintains a fleet of 5 patrol vehicles. Four of the vehicles are marked all-wheel drive sport utility vehicles and one is an unmarked all-wheel drive sport utility vehicle.

The requested vehicle, an SUV, would replace a 2014 Ford Explorer (marked). Additional items purchased include radar unit, and in car camera.

2018 Vehicle and Equipment costs are:

Base SUV	29,178
Equipment purchase and installation	16,500 (adjusted for this purchase)
Total	45,678

Police Radio Replacement Reserve \$20,000

Police Department

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

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

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

Computer Replacement \$10,000

Administration

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

This item is modified at the request of the Police Department and would be used to replace three computer work stations.

Server Replacement \$6,000

Police Department

The Police Department maintains its own server because of security requirements. This item provides for replacement of the server.

Livery Stable Stabilization/ 23 East Main Street Reserve \$46,500

Administration

This reserve will be increased to provide funding for stabilization of the livery stable located at 23 East Main Street (estimated at \$150,500) and unspecified repairs/improvements to the main building at 23 East Main Street (30,000). At present, the reserve contains \$41,000. Funds would be reserved in the following manner:

FY19 \$46,500

FY20 \$46,500

FY21 \$46,500

With FY21 funds, reserve would contain \$180,500. The livery stable structural evaluation recommends that stabilization occur within three years.

**Water Fund FY21**

Water Distribution System Upgrades \$90,000

Public Works Department

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

Storage Tank Repair \$85,000

Public Utilities Department

The Public Utilities Department maintains three water storage structures. Those structures are the ground reservoir, northwest elevated tank, and the southeast elevated tank. All three structures are in need of exterior maintenance, interior maintenance, and installation of mixing equipment. The majority of work is expected to occur during FY 18 but will likely be completed in FY19. The cost of the work, including annual inspections is proposed to be spread over 4

years. After those three years the Town would participate in an annual maintenance contact with an initial cost of \$10,000 annually.

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

FY 18	\$450,000
FY19	\$ 85,000
FY20	\$ 85,000
FY21	\$ 85,000
FY22	\$ 85,000

The Water Fund Ground Reservoir rehabilitation reserve fund contains \$580,000 and would be used to fund this project in FY18, FY19, and a portion of what will be needed in FY20. New funds (not currently in reserve) will have to be allocated in FY20 (\$70,000), FY21 (\$85,000), and FY22 (\$85,000).

Equipment Repair Reserve \$25,000

Public Utilities

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

### **Sewer Fund FY21**

Collection System Upgrades \$115,000

Public Works Department

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

Membrane Replacement \$100,000

Public Utilities Department

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

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

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

Equipment Repair Reserve \$25,000

Public Utilities Department

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

# Capital Improvement Plan Narrative FY22

## **Capital Improvement Narrative Fiscal Year 2022**

### **General Fund FY22**

Police Radio Replacement Reserve \$15,000

#### Police Department

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

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

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

Computer Replacement \$5,000

#### Administration

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

### **Water Fund FY22**

Water Distribution System Upgrades \$615,000

#### Public Works Department

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

This item has been modified to provide funds for two projects. Those projects are: water main and lateral replacement on Josephine Street, water main and lateral replacement on Bel Voi Drive, and yet to be determined water distribution projects (\$150,000 set aside).

Storage Tank Repair \$85,000

Public Utilities Department

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

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

FY 18	\$450,000
FY19	\$ 85,000
FY20	\$ 85,000
FY21	\$ 85,000
FY22	\$ 85,000

The Water Fund Ground Reservoir rehabilitation reserve fund contains \$580,000 and would be used to fund this project in FY18, FY19, and a portion of what will be needed in FY20. New funds (not currently in reserve) will have to be allocated in FY20 (\$70,000), FY21 (\$85,000), and FY22 (\$85,000).

Equipment Repair Reserve \$25,000

Public Utilities Department

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

Meter Replacement \$400,000

Public Works

The Town maintains approximately 5/8" 1,700 water meters. Approximately 380 of those meters are radio read while the remaining meters are touch read. The touch read meters are nearing 20 years of age and need to be replaced. Other large meters also need to be replaced.

As meters age they tend to slow down and under read usage. Meter replacement is necessary to ensure accurate accounting of water usage.

Filter Maintenance \$510,000

Public Utilities Department

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

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

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

Various pumps (original from 1984) would be replaced at this time.

Pre-sedimentation Basin Repair \$200,000

Public Utilities

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

Both tanks have developed leaks are require repair and maintenance

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

**Sewer Fund FY22**

Collection System Upgrades \$115,000

Public Works Department

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

Membrane Replacement \$670,000

Public Utilities Department

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

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

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

Equipment Repair Reserve \$25,000

Public Utilities Department

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

# Capital Improvement Plan Narrative FY23

## Capital Improvement Narrative Fiscal Year 2023

### General Fund FY23

Computer Replacement \$5,000

#### Administration

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

Police Department Pistols \$8,500

#### Police Department

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

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

This item was moved from FY21.

Patrol Vehicle \$51,000

#### Police Department

The Police Department maintains a fleet of 5 patrol vehicles. Four of the vehicles are marked all-wheel drive sport utility vehicles and one is an unmarked all-wheel drive sport utility vehicle.

The requested vehicle, an SUV, would replace a 2017 Ford Explorer (marked). Additional items purchased include radar unit, and in car camera.

2018 Vehicle and Equipment costs are:

Base SUV	29,178
Equipment purchase and installation	16,500 (adjusted for this purchase)
Total	45,678

**Water Fund FY23**

Water Distribution System Upgrades \$95,000

Public Works Department

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

Equipment Repair Reserve \$25,000

Public Utilities Department

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

**Sewer Fund FY22**

Collection System Upgrades \$115,000

Public Works Department

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

Membrane Replacement Reserve/Pre-purchase \$110,000

Public Utilities Department

The Wastewater Treatment Plant (WWTP) utilizes membranes in its treatment process. The membranes must be replaced every 8-12 years. The Town has in the past entered into a pre-purchase agreement to secure the membranes. It is expected that the membrane replacement will have to be funding as follows:

- FY23 \$110,000
- FY24 \$110,000
- FY25 \$110,000
- FY26 \$110,000

FY27 \$110,000

FY28 \$110,000

FY29 \$110,000

FY30 \$110,000

FY31 \$110

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

Equipment Repair Reserve \$25,000

Public Utilities Department

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



**County of Clarke, Virginia**  
**Department of Fire, EMS and Emergency Management**  
**Director Brian Lichty**



February 15, 2018

Keith Dalton  
Berryville Town Manager  
101 Chalmers Court, Suite A  
Berryville, VA 22611

Dear Mr. Dalton,

I am writing on behalf of the Fire-Rescue system of Clarke County. For the past several years the Town of Berryville's support has been critical in maintaining the services we provide. These services include Emergency Medical Care, Fire Suppression, Hazard Mitigation, Specialty Rescue and many others.

In the past couple of years the Town of Berryville has chosen to decrease the allocation for these services. It has been the position of the Town Council that these services are the responsibility of the county and not that of the town.

I request that the Town Council work with Clarke County in identifying a healthier solution to funding for Fire and Rescue service in lieu of another reduction. Any funding reductions could have adverse effects on service delivery.

I thank you for your time and consideration in this matter and look forward to hearing from you.

Sincerely,

A handwritten signature in cursive script, appearing to read "Brian Lichty".

Brian Lichty  
Director Clarke County Fire-Rescue

## Keith Dalton

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**From:** Patty Maples <maplespatty@gmail.com>  
**Sent:** Wednesday, March 07, 2018 1:07 PM  
**To:** Patricia Dickinson (Mayor); Jay Arnold (Council); Donna McDonald; Allen Kitselman III; Erecka Gibson; David Tollett (Council)  
**Cc:** Keith Dalton; Director BerryvilleMainStreet; Nathan Stalvey; Susan Bailey  
**Subject:** Berryville Main Street Budget Request/Business Plan for Fiscal Year 2018-2019  
**Attachments:** BMS Business Plan 2018-2019\_v2\_pdf.pdf

Dear Mayor Dickinson and Berryville Town Council Members,

Berryville Main Street respectfully submits our budget request and business plan for Fiscal Year 2018-2019 (attachment). As reflected in the Executive Summary, we are requesting \$30,000 from the town. A detailed list of new line item expenditures with estimated costs and revenue is provided on page 2 of the business plan. Pages 6 -7 of the business plan highlight the various funding sources of similarly populated communities. As you can see, Berryville Main Street has been operating under a significantly smaller budget than other towns in Virginia and with a part-time Executive Director.

Berryville Main Street continues to promote local art by managing the operations of the Fire House Gallery. The Fire House Gallery has typically been given a \$5,000 grant annually from the Virginia Commission of the Arts, matched by the town of Berryville.

At this time, Berryville Main Street is working to secure grant funding to supplement the town's contribution to the Main Street effort. We are currently developing a downtown investment grant proposal that will be used for wayfinding signage purposes and is reaching out to various stakeholders for pledges of support and financial backing. Through these type of endeavors and more, Berryville Main Street is adding significant value to the town's prosperity and community enrichment efforts.

Please feel free to contact me if you have any questions. We appreciate your support!

Sincerely,  
--Patty

Patty Maples  
President, Berryville Main Street  
703/966.7215



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

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



March 8, 2018

### Members of the Berryville Town Council

Ladies and Gentlemen:

First I would like to thank the Town Council for their continued support of the John H. Enders Fire & Rescue Company. We are very grateful for not just the financial support but also the kind words, cooperation and positive comments we have received from members of the Town Council and Town employees. We have been very fortunate to have members of our community and other communities continue to volunteer and support our neighbors and surrounding communities.

In 2017 we responded to 1,306 rescue calls and 360 fire calls. These vital services provided are not possible without your support. About 60% of our \$250,000 normal operating budget comes from donations and fundraising. Your \$30,000 in financial support has a direct impact on funding which supports the operating expenses of fuel, vehicle service, and needed equipment.

To help us provide the level of service needed by the Town of Berryville, and because of extensive deferred capital needs, the John H. Enders Fire and Rescue Company is respectfully requesting the same budget allocation of \$30,000. We would like to also request that the capital expense fund, that has been established, also receive continued funding. In 2017 we had capital expenditures for two vehicle replacements, the 1988 mobile and Serve 1; our ALS response vehicle. During 2017 we incurred over \$300,000 in expenses. As members of our community we have personal understanding and vested interest on the value of the service we provide to the Town of Berryville.

The operational expenses of John H. Enders have been relatively stable with the exception of continued significant deferred capital and maintenance needs. In 2018 we have two large of capital expenses facing the company. One is the replacement of our 2009 Ambulance. The other is the replacement of the Ladder Truck. As you are aware with the new living facility being built on the North End of town we anticipate some growth in our EMS call volume. We know the new ambulance is a critical need we have to fulfill this year. The Fire Company is looking to apply for Grants to assist with the cost and we feel we have been good stewards of your contribution and the donations we receive.

Please contact me at [REDACTED] (cell) or [REDACTED] (home), email, [president@endersfire.com](mailto:president@endersfire.com) if you have any questions or concerns regarding this budget request or if you want a tour of the station. Thank you again for your continued support, it has made a tremendous difference in our ability to serve the residents of the Town of Berryville. We know it will continue to do so.

Thank you,

Jason M Porter  
President