

TOWN OF BERRYVILLE

ESTABLISHED 1798

FISCAL YEAR 2019 OPERATING BUDGET
&
CAPITAL IMPROVEMENT PROGRAM FY 2019-2023



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Town of Berryville, Virginia



Fiscal Year 2019 Operating Budget and Capital Improvement Plan

Town Council

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Erecka Gibson, Ward Three
David Tollett, Ward Four

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18 April 2018

Members of the Town Council:

Please find attached the proposed budget for Fiscal Year 2019. Town staff is confident that the budget will provide the resources needed to provide excellent service to the citizens of Berryville in the coming year.

The budget includes revenues and expenditures for the General, Water, and Sewer Funds; which include funding for both the operating costs of the Town and capital projects. The capital projects in question are funded through one-time funding as well as escrowed reserves.

The General Fund, Water Fund, and Sewer Fund are supported by the collection of taxes, intergovernmental transfers, user fees, availability fees, and other sources.

General Fund: General Fund expenses total \$3,760,512, which represents an increase of 6.58% from Fiscal Year 2018. For the most part, the increase can be attributed to the project to upgrade the Public Works Facility.

No increase in taxes or fees is included in the budget.

Water Fund: Water Fund expenses total \$1,222,160, which represents a decrease of 15.88% from Fiscal Year 2018. For the most part, the decrease can be attributed to the spike in the Fiscal Year 2018 budget for funding water tank maintenance.

No increase in rates or fees is included in the budget.

Sewer Fund: Sewer Fund expenses total \$1,836,535, which represents a decrease of 10.36% from Fiscal Year 2018. For the most part, the decrease can be attributed to reduced funding for capital reserves (necessitated by a reduction in availability fee revenue).

No increase in rates or fees is included in the budget.

Town staff is most appreciative of the time, energy, and expertise that the Town Council provided during the budget preparation process. Town staff is also very appreciative of the support that the Town Council provides during the course of the budget year.

Sincerely,


Keith R. Dalton
Town Manager

Patricia Dickinson
Mayor

Harry Lee Arnold, Jr.
Recorder

Council Members

Donna Marie McDonald
Ward 1

H. Allen Kitselman, III
Ward 2

Erecka L. Gibson
Ward 3

David L. Tollett
Ward 4

Keith R. Dalton
Town Manager

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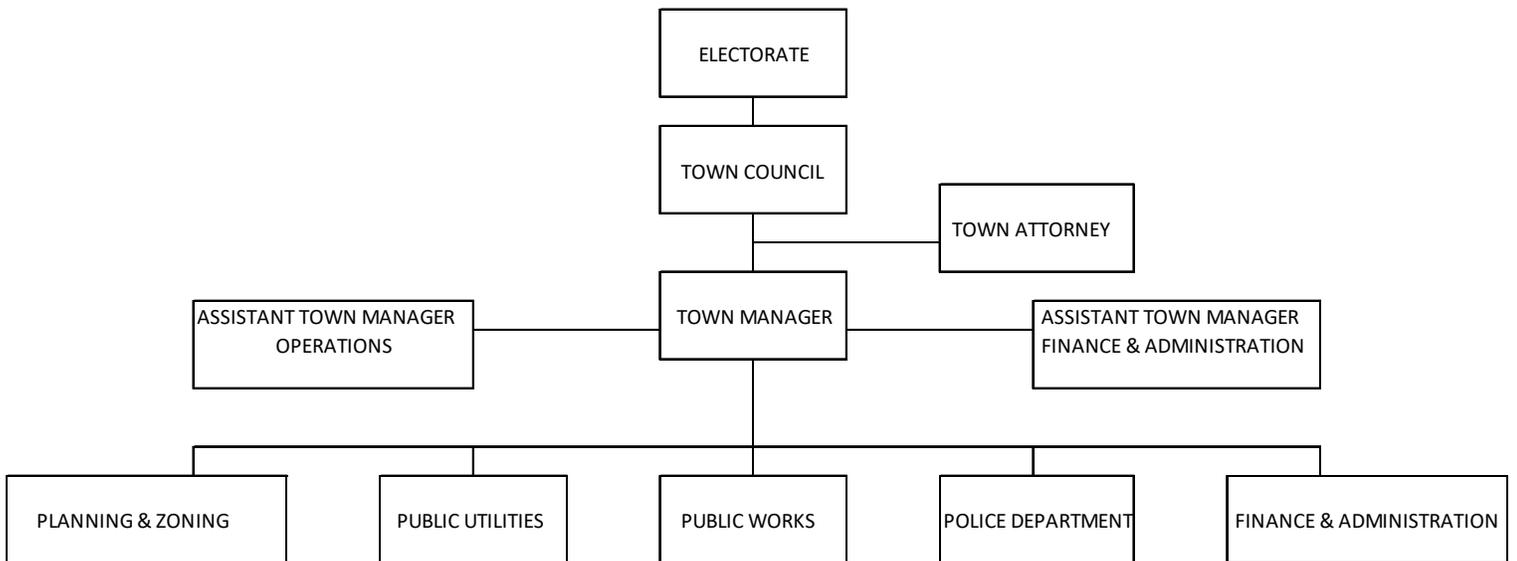
Organizational and Community Information





TOWN OF BERRYVILLE *Virginia*

Town of Berryville Organizational Chart



History of the Town of Berryville

Berryville was founded at the intersection of the Winchester Turnpike and Charlestown Road. The land was first granted by the Crown to Captain Isaac Pennington in 1734, and George Washington surveyed it on October 23, 1750. In 1754 Pennington sold it to Colonel John Hite.

According to legend, Daniel Morgan would engage in combat with young toughs at the intersection, having first piled large stones nearby to use as ammunition in case of need. Because of this story, and a rowdy tavern nearby, the area was first given the informal name of "Battle Town".

Hite sold the tract in 1765 to his son-in-law, Major Charles Smith. Smith named his estate "Battle Town", and on the site of the former tavern he built a clapboard homestead. This structure still stands on what is now Main Street and is now known as "The Nook".

Daniel Morgan returned to the area after distinguishing himself in the Revolution, living at Saratoga, and briefly at Soldier's Rest. He was one of the frequent (and reputedly most quarrelsome) patrons of the new tavern (where now stands the Battletown Inn).

Major Smith's son, John Smith, in 1797 sold 20 acres (81,000 m²) of his inheritance to Benjamin Berry and Sarah (Berry) Stribling, who divided it into lots for a town. It was established as the town of Berryville on January 15, 1798.

By 1810, the town had at least 25 homes, three stores, a pharmacy, two taverns, and a school. It was not much larger when it was designated as the county seat of newly formed Clarke County in 1836.

The railroad reached the town in the 1870s.

Virginia governor and U.S. senator Harry F. Byrd long resided in Berryville. A state senator in 1916, he built a log cabin named "Westwood" in Berryville at a family-owned orchard. In 1926, Byrd purchased Rosemont, an estate adjacent to his family's apple orchards in Berryville. He moved there with his family after his term as governor ended in 1929.

Berryville is located in the northern Shenandoah Valley, 11 miles (18 km) east of Winchester and 5 miles (8 km) south of the West Virginia border. U.S. Route 340 passes through the center of town, leading northeast 12 miles (19 km) to Charles Town, West Virginia, and southwest 22 miles (35 km) to Front Royal. Virginia State Route 7 bypasses Berryville along its northern border as a four-lane freeway, leading west to Winchester and east across the Blue Ridge Mountains 24 miles (39 km) to Leesburg.

According to the United States Census Bureau, Berryville has a total area of 2.3 square miles (5.9 km²), all of it land.

The Town serves as the center of commercial, residential, institutional and industrial activity for Clarke County.

Both the Town and County are committed to preserving and enhancing Berryville's historic downtown and maintaining Clarke County's exquisite countryside. Preservation of our community's charming character and natural beauty has required extraordinary effort and a high level of cooperation between the Town and County.

As of the 2010 U.S. Census, the population of Berryville was 4,185.

Governing Body and Town Management

The organizational structure of the Town of Berryville is modeled after the council-manager form of government. It is within the council-manager framework that the elected officials serve as the Town's leaders and policy makers while the Town Manager is hired by and serves at the pleasure of the Town Council to carry out policy and ensure that all residents are being rightly served. The mayor, recorder and four councilmembers are elected at large for staggered four-year terms.

As the chief operating and administrative officer of the Town, the Town Manager's office strives to provide professional leadership in the administration and execution of policies set by the Town Council. Accordingly, the Town Council and Town Manager work together in an effort to preserve a sustainable and flourishing community.

The Town provides a full range of services including: police; maintenance of streets and parks; trash collection; and water and sewer utilities. Other utility services such as electricity and natural gas are provided by companies not associated with the Town.

DEMOGRAPHICS

Incorporated	1870
Population (estimate)	4185
Total Dwelling Units (Town estimate)	1700
Average Household Size (Town estimate)	2.53
Area (square miles)	2.275
2018 Real Estate Tax Rate	\$.19
2018 Personal Property Tax Rate	\$1.25
2018 PPTRA Rate	70%
2018 Machinery & Tools Tax Rate	\$1.30
2018 Meals Tax Rate	4.00%
2018 Lodging Tax Rate	2.00%
2018 Cigarette Tax Rate (per pack)	.10
2018 Water Rate (per thousand gallons)	\$8.40
2018 Sewer Rate (per thousand gallons)	\$17.00

Area Demographics and Comprehensive Plan



A. Overview

The Berryville Area Plan (the “Plan”) was adopted in 1992 by Clarke County and the Town of Berryville to serve as a joint land use plan for the Berryville Annexation Area – undeveloped County lands adjacent to the Town limits that were designated for addition to the Town in accordance with the 1988 Town-County Annexation Agreement. The 1988 Annexation Agreement created two separate annexation areas – A and B. The Berryville Area Plan applies only to properties located in Annexation Area B. For the purposes of this document, the “Annexation Area” references only Annexation Area B.

The Plan is jointly administered by the Town and County via the Berryville Area Development Authority (BADA) with technical support provided by the Town and County planning staffs. The BADA was formed in 1990 and serves as a joint planning commission with review authority over development proposals within the Annexation Area. A more detailed description of the annexation area agreement, the formation of the BADA, and development of the Plan is included in Subsection F below.

This Plan should be used as the primary guidance document for land use decision-making within the Berryville Annexation Area as it was developed in coordination with the Town and County comprehensive plans. The Plan identifies five Goals that summarize the Plan’s intent, and also includes land use Objectives and Policies for implementing the Goals across eight subject areas -- Environment, Transportation, Housing, Land Use, Public Facilities, Economic Development, Urban Design, and Implementation (Chapter III). These Objectives and Policies should be used to evaluate new development proposals, make decisions on public infrastructure siting and improvements, and assist in long-range planning and growth management projects.

The Plan also divides the Annexation Area into a series of Sub-Areas, or groups of parcels or portions of parcels that have similar development characteristics. These Sub-Areas are described in detail in Chapter II and were created following an extensive evaluation of historical, environmental, and geological characteristics of each Sub-Area. Based upon these characteristics, recommended use types were assigned to the Sub-Areas with residential or commercial densities based upon the net developable portion of the parcels in the Sub-Areas. These densities are captured in a Future Land Use Table (page A-9) depicting the maximum number of residential units recommended for each Sub-Area recommended for residential use, and the maximum floor area per gross leasable area for each Sub-Area recommended for business use. Maps depicting the Sub-Area locations are provided on pages A-3 and A-4.

Similar to comprehensive plans, the Berryville Area Plan serves as a guidance document for land use decision-making – the actual rules and regulations for development are found in the zoning and subdivision ordinances for the Town and County. The Plan has been amended several times since its adoption in 1992 and this current update represents the first “cover-to-cover” evaluation and re-write of the Plan. Chapter IV discusses implementation of the Plan’s recommendations and also includes a detailed section on reviewing and updating the Plan. Generally speaking, the Plan should be evaluated for potential amendment on a regular basis following the review and update of the Town and County comprehensive plans. Any update of this Plan should be through a careful and deliberate process and any “piecemeal” Plan

amendments offered in response to a specific development request or land use decision are discouraged.

B. Land Use Philosophy of Clarke County and the Town of Berryville

Clarke County and the Town of Berryville share a symbiotic relationship regarding land use and growth management. For decades, the County has strived to implement its vision of protecting its natural and historic resources, agricultural properties, and scenic beauty by limiting urban and suburban-style development to designated growth areas including the Town of Berryville. The Town has also sought to maintain vibrancy as the primary growth area for residential, commercial, and industrial uses through thoughtful planning and timely development of public infrastructure. This relationship is captured in the goals and policies of the Town and County comprehensive plans and in the Berryville Area Plan.

The County implemented its “sliding-scale zoning” land use system in 1980 in an effort to focus development in designated growth areas while preserving agricultural and open space lands in large tracts to mitigate “parcelization” in rural areas that can lead to suburban sprawl. Sliding-scale zoning limits the total number of parcels that may be created, limits the size of new parcels, and keeps residual parcels as large as possible. Under this system, a fixed number of dwelling unit rights (DURs) was allocated in 1980 for parcels of land in the County zoned Agricultural-Open Space-Conservation (AOC) and Forestal-Open Space-Conservation (FOC). The number of DURs were allocated on a “sliding-scale” that provided for fewer DURs per acre for larger parcels. The number of DURs cannot be increased unless parcels are rezoned (which is strongly discouraged), but the total number of available DURs decrease as landowners build houses or place their property under permanent open-space easement and retire DURs.

Hand in hand with this tool is designating growth areas – including the Town of Berryville – as the only areas of the County appropriate for more suburban scale residential development due to the proximity of water and sewer infrastructure. These are the only areas where rezoning to a higher residential density may be considered. To ensure successful implementation of the Town and County’s shared land use philosophy, the Berryville Town Council and Clarke County Board of Supervisors adopted the Berryville Area Plan (BAP) in April 1992 to guide land use decision-making in the areas designated to be annexed.

C. Demographic Summary

For the past several decades, the County and Town have faced growth and development pressures primarily from Northern Virginia but also from the City of Winchester and Frederick County. Loudoun County to the east increased in population from 37,150 in 1970 to 312,311 in 2010 with a growth rate well in excess of 50% each decade during the period. Similarly, Frederick County and the City of Winchester to the west have grown from 48,322 in 1970 to 104,508 in 2010 with growth rates in excess of 20% for all except one decade during the period. Growth in these jurisdictions, along with Warren County to the south and Jefferson County, WV to the north, is mostly attributable to the explosive growth experienced in Northern Virginia. Potential residents continue to look for more affordable homes away from the density and traffic of the urban core and to seek a high quality rural lifestyle. Clarke

County lies directly in the path of this growth due to its proximity to major commuter routes (US 50/17 and VA Route 7) that convey traffic to and from the major employment centers to the east.

Selected demographic information on population, business, and employment is provided in the subsections below. More detailed demographic information may be found in the 2013 Clarke County Comprehensive Plan.

1. Current and Projected Population

By adhering to its land use and growth management philosophy during this period, the County has been able to avoid unplanned impacts from these growth pressures. According to the 2010 Census, Clarke County's population increased from 12,652 in the 2000 Census to 14,034 – an increase of 10.9%. This increase is greater than the 4.5% increase from 1990-2000 and can be attributed to the housing “boom” experienced from 2001-2005. Despite this increased growth rate, Clarke still grew at a slower rate than any surrounding jurisdictions (ranging from Warren County’s 19% rate to Loudoun County’s 84.1% rate), and below the Commonwealth of Virginia’s growth rate of 13%. The County also grew at a slower rate than the 14,205 projection made in 2005 by the Weldon-Cooper Center.

TABLE 1 – Population and Growth Rates, 1970-2010

Jurisdiction	1970	1980	1990	2000	2010
Clarke Co.	8,102 (2.0%)	9,965 (23.0%)	12,101 (21.4%)	12,652 (4.5%)	14,034 (10.9%)
Loudoun Co.	37,150 (51.3%)	57,427 (54.6%)	86,129 (50.0%)	169,599 (96.9%)	312,311 (84.1%)
Frederick Co./ Winchester	48,322 (30.4%)	54,367 (12.5%)	67,686 (24.5%)	82,794 (22.3%)	104,508 (26.2%)
Warren Co.	15,301 (4.4%)	21,200 (38.6%)	26,142 (23.3%)	31,584 (20.8%)	37,575 (19.0%)
Fauquier Co.	26,375 (10.0%)	35,889 (36.1%)	48,860 (36.1%)	55,139 (12.9%)	65,203 (18.3%)
Fairfax Co.	454,275 (65.2%)	598,901 (31.8%)	818,584 (36.7%)	969,749 (18.4%)	1,081,726 (11.5%)
Berkeley Co., WV	36,356 (7.6%)	46,775 (28.7%)	59,253 (26.7%)	75,905 (28.1%)	104,169 (37.2%)
Jefferson Co., WV	21,280 (14.0%)	30,302 (42.4%)	35,926 (18.6%)	42,190 (17.4%)	53,498 (26.8%)

Source – US Census 2010.

Note: The U.S. Census does not make projections. The University of Virginia’s Weldon-Cooper Center, through a contractual arrangement with the Virginia Employment Commission (VEC), establishes the official population projections for the state. The VEC projected population for Clarke in 2020 is 15,025, a 7.1 percent increase from

2010. It should be noted that population projections are based on local and regional growth trends. A locality’s growth control measures and approach to land use is not included as a factor in making the projections.

Clarke County's neighboring counties continued to experience significant growth. As a point of reference, the Code of Virginia establishes a decadal growth rate of 10% or more as “high growth.” Loudoun’s growth of almost 100% in the 1990s was nearly repeated with an 84.1% rate from 2000-2010, but is projected to slow to 27.2% through 2020. Fauquier’s growth rate increased from 13% in the 1990s to 18% in the 2000s and is expected to increase by 13.7% in the current decade. The combined population of Frederick and Winchester grew by 22% in the 1990s, and increased by 26.2% in the past decade. The 21% Warren County growth rate in the 1990s slowed slightly to 19%. The 17% rate of growth in Jefferson County in the 1990s increased to 26.8%. Similarly, the 28% Berkeley County growth rate also increased to 37.2%. Jefferson and Berkeley Counties are projected to continue growing at rates of 17.2% and 23.4% respectively over the current decade.

TABLE 2 – Population Projections

Jurisdiction	2010*	2020**	2030**	2040**	Growth % 2030-2040
Clarke	14,034	15,025	15,871	16,631	15.6%
Loudoun	312,311	397,272	482,234	567,195	44.9%
Frederick	78,305	97,192	119,419	145,938	46.3%
City of Winchester	26,203	27,967	29,449	30,781	14.9%
Warren	37,575	41,856	45,818	49,709	24.4%
Fauquier	65,203	74,118	83,312	93,028	29.9%
Fairfax	1,081,726	1,182,609	1,271,995	1,350,245	19.9%
Berkeley Co., WV	104,169	128,550***	155,566***	n/a	n/a
Jefferson Co., WV	53,498	62,691***	71,208***	n/a	n/a

Sources:

* US Census (2010 population)

** University of Virginia’s Weldon-Cooper Center (VA projections)

*** West Virginia University’s Bureau of Business and Economic Research (WV projections)

Below is a table listing the decennial population numbers for the Town of Berryville since 1970. The Town experienced a growth rate of 26% from 1990-2010 with a significant portion of this growth occurring during the housing “boom” from 2001-2005. Population projections for the Town are not provided by the Weldon-Cooper Center or other demographic resources.

TABLE 3 – Berryville Population and Growth Rates

	1970	1980	1990	2000	2010
Population	1,569	1,752	3,097	2,963	4,185
Growth Rate	-4.6%	11.7%	76.8%	-4.33%	29.2%

Source:

* US Census (2010 population)

2. Business and Employment Information

In addition to serving as the primary location for urban-scale residential development, the Town of Berryville also serves as the primary location for business, retail, and industry. The Town is home to half of the top 20 employers and nine of the top 10 private sector employers in the County:

- Berryville Graphics
- GGNSC Berryville, LLC
- Bank of Clarke County
- Food Lion
- Dutch Haven Adult Home
- Greenfield Assisted Living
- American Woodmark Corporation
- Caldwell & Santmyer
- Cochrans Lumber & Millwork

Source: Virginia Employment Commission Community Profile, June 2014

Properties in the Annexation Area designated for future business development are designed to complement the Town’s Main Street retail uses. To date, the majority of business growth in the Annexation Area has occurred in the Clarke County Business Park located on Jack Enders Boulevard on the southern end of Town. The approximately 70-acre Business Park was annexed by the Town and is served by public water and sewer. The Park contains several light industrial/manufacturing businesses and as of 2014 was approaching maximum build-out. Adjacent properties to the east and west of the Park in private ownership are also designated for light industrial uses and could develop in similar fashion in the future. As provided on the Berryville Area Plan Proposed Road Network, Jack Enders Boulevard constitutes the Southeast Collector. Accordingly, Jack Enders Boulevard will extend from its current terminus to South Buckmarsh Street thereby completing the connection between Main and Buckmarsh Streets (U.S. Route 340). Jack Enders Boulevard will cross the Norfolk and Southern rail line by means of an at-grade crossing. It is expected that the intersection of Buckmarsh Street (U.S. Route 340) and Jack Enders Boulevard will be located in close proximity to the existing intersection of Buckmarsh Street (U.S. Route 340) and South Church Street, thereby requiring the construction of a cul-de-sac at the terminus of South Church Street.

Business growth has also occurred on the southwestern quadrant of the U.S. 340/Virginia Route 7 intersection on the northern end of Town. This area, bordered by Mosby Boulevard to the south, includes a Food Lion grocery store and Bank of Clarke County office. There is available land at this location for future development of retail and office uses and is currently under consideration as a potential location for a new hotel.

Additional employment data for the Town and County may be found in the 2013 Clarke County Comprehensive Plan and in the Virginia Employment Commission (VEC) Community Profile for Clarke County.

D. Current Inventory of Public Facilities

The Town of Berryville is ideally suited to provide urban levels of service as the County's primary designated growth area for residential and business uses. Public water and sewer is currently provided by the Town to parcels within its limits, and the Annexation Area agreement ensures provision of water and sewer for new developments brought into the Town limits. The Town is home to all but one of the public schools and is adjacent to the County Parks & Recreation facility. Berryville is also centrally located from a transportation perspective, bisected by Virginia Route 7 and U.S. 340 and within 15 minutes of I-81 in Frederick County. Rail access is available via the Norfolk Southern rail line that passes through the center of Town.

1. Water and Sewer

The Town of Berryville provides public water and sewer services for Town residents and businesses. Water is obtained via the Shenandoah River and is treated at the Town's facility in the County outside of Town limits. The Town also maintains three storage facilities. Sewage is treated by the Town at a treatment facility that is also located in the County outside of Town limits.

Future extension of public water and sewer service is governed by a Water and Sewer Extension Agreement that was adopted by the Town and County on March 29, 2000. The Agreement states that the Town has the right to extend water and sewer lines into the Annexation Area but not beyond the Town limits without the County's consent. This Agreement helps to ensure that future growth and available water and sewer capacity is contained within the Annexation Area and that unplanned growth and development does not occur in the County.

As of July 2014, the Town produces an approximate average of 400,000 gallons per day of water to serve all current customers. The Town's water system is capable of producing a maximum of 730,000 gallons per day, and could produce up to 864,000 gallons per day with the addition of a booster pump.

The Town's projected sewer flow capacity is depicted in Table 4 below. Projected flow for the Annexation Area is based on the Berryville Area Plan's future land use projections assuming

maximum build-out of the most intensive uses. Projected flow for the in-town areas (areas of Town not located within the Annexation Area) is based upon current zoning. Projections also presume an annual 2.12% school growth rate.

TABLE 4 – Sewer flow capacity projections in gallons per day (gpd)

Area	Subtotal Projected Flow	20% Flow Contingency	Total Projected Flow	
Annexation Area	606,607 gpd	121,321 gpd	727,928 gpd	
In-Town	201,988 gpd	40,398 gpd	242,385 gpd	
			Total:	970,314 gpd
			Current Avg Flow:	300,000 gpd
			Total Future & Existing:	1,270,314 gpd

Source: Town of Berryville Study, March 2011

2. Transportation Network (see Map 1)

a. Public Road System

The Town of Berryville is served by two primary highways. Harry Byrd Highway (Route 7), a state primary highway, is the main east-west corridor conveying traffic between the Winchester area and Loudoun County. Lord Fairfax Highway/Buckmarsh Street (U.S. 340), a Federal primary highway, is the main north-south corridor conveying traffic between Warren County and the West Virginia state line. A third primary highway – West Main Street/East Main Street (Business Route 7) – serves as an alternate business route to Route 7.

In 2012, the Town of Berryville assumed the responsibility of maintaining the secondary street network within the Town limits. There are a total of 10.32 miles of secondary roads and an additional 0.8 miles of public streets that maintained by the Town.

(1) Proposed Street Network

The Town of Berryville Comprehensive Plan and the original Berryville Area Plan proposed a series of collector streets to more efficiently convey traffic through the Town and annexation areas.

In the northwestern portion of Town, Mosby Boulevard was planned to convey traffic as an alternative route from the north end of Buckmarsh Street (U.S. 340) to West Main Street (Business Route 7) on the west end of Town. The development of Battlefield Estates and related uses along with the construction of the new Clarke County High School helped to

facilitate completion of this collector road, which now connects Mosby Boulevard and West Main Street via the County's first traffic circle constructed in 2012.

A southwest collector road was also identified in the original Berryville Area Plan that would connect West Main Street with the south end of Buckmarsh Street. This collector road was ultimately constructed as Hermitage Boulevard with the development of The Hermitage residential subdivision.

The following collector and connector streets remain undeveloped and are reliant upon future development in the pertinent annexation areas to ensure their completion. Project numbers listed for the following projects, as well as the Priority Transportation Improvement Projects in Subsection 2 below, are referenced in Map #8 located in the Appendix on Page A-8.

- **Southeast collector (Project #4).** A collector road is proposed to connect the east end of East Main Street (Business Route 7) with the south end of Buckmarsh Street at the Town limits. A substantial portion of this collector road has been constructed with the extension of Jack Enders Boulevard into the County Business Park.
- **Fairfax Street extension (Project #5).** An extension of West Fairfax Street to connect with East Fairfax Street is proposed that would establish direct access from Buckmarsh Street to First Street. While this extension is located outside of the Annexation Area, the improved connectivity would benefit the nearby Sub-Areas.

(2) Priority Transportation Improvement Projects

The following future improvement projects are identified within or directly impacting Sub-Areas in the Annexation Area. These projects are also included in the County's 2013 Transportation Component Plan and are included in the County's list of priority improvement projects as of 2014. The County provides this list of priority projects to the Commonwealth Transportation Board (CTB) on an annual basis in order to obtain funding.

- **Project #1 -- Route 7 Business (West Main Street) from Route 7 (Harry Byrd Highway) to Hermitage Boulevard in the Town of Berryville (approximately 1.2 miles of primary highway).**

Planning Cost Estimate: \$3,800,000

Assessed Need/Description:

This section of Route 7 Business serves five public school buildings, the County's Parks and Recreation Facility, and the Ruritan Fairgrounds in addition to serving as the main western route into the Town of Berryville. The original project concept was to upgrade the current two-lane section to three lanes with turn lanes, drainage, and safety improvements at major intersections, and sidewalks and bike lanes/trails should be added to facilitate pedestrian and bicycle traffic. With the recent construction of the new Clarke County High School and extension of Mosby Boulevard to West Main Street, a roundabout has been added at this new intersection and new sidewalks added

along the north side of West Main Street in addition to other improvements. Additionally, the Mosby Boulevard extension now provides a new route for traffic between the west end of town and the north end of town at U.S. 340.

Recommendation:

Project – Safety/capacity improvements, drainage improvements, and addition of bicycle/pedestrian facilities including school crosswalks to state primary route. Reconstruct the segment of West Main Street from Route 7 to the roundabout at Mosby Boulevard to a three-lane section with sidewalk on the north side, along with safety and drainage improvements on the remaining section from the roundabout to Hermitage Boulevard.

- **Project #2 -- Route 7 Business (East Main Street) from Route 7 (Harry Byrd Highway) to Norfolk Southern Railroad crossing (approximately 0.94 miles of primary highway).**

Cost Estimate: \$7,700,000

Assessed Need/Description:

The roadway serves as a major route for truck traffic to several industrial businesses on the east side of Town including the County’s industrial park and a major (800 employees) publishing company. The current two-lane section should be upgraded to three lanes with turn lanes, sidewalks, drainage, and safety improvements at major intersections. The project area is located predominantly within the Town of Berryville.

Recommendation:

Project – Safety/capacity improvements, drainage improvements, and addition of bicycle/pedestrian facilities to state primary route. Reconstruct East Main Street with a three-lane section where feasible along with utility relocations, drainage improvements, and new sidewalk construction.

- **Project #3 -- Park and Ride Lot, Route 7 (Harry Byrd Highway) near intersection of Route 7 Business one mile west of Berryville.**

Cost Estimate: \$2,500,000 for 250 space facility.

Assessed Need/Description:

Route 7 is a major east-west commuter route between the Winchester area and employment centers in the Washington metropolitan area. Commuter traffic has increased more than 50% along this route since 2001 and will continue to increase with new residential growth in Winchester, Frederick County, and surrounding jurisdictions. Alternatives to single-occupancy vehicle commuters must be developed to avoid increasing the capacity of Route 7 and a park and ride lot at this location would help with this effort.

Recommendation:

Project – Addition of a new commuter facility. The facility should be designed similar to the park and ride facility at Waterloo on U.S. 50 with a higher capacity to support the greater traffic demand along with accommodations for commuter buses and vans. The location on the west side of Berryville would help maximize convenience for Town and County residents who choose to commute.

b. Bicycle and Pedestrian System

Provision of alternatives to vehicular transportation is important to the growth and vitality of urbanized areas. Communities that are walkable and that provide bicycling facilities provide benefits to their citizens by having a healthier and more active population, reduced transportation costs to citizens, improved air quality, and increased traffic to local businesses. Recent housing trends also point towards increased demand for urban-style communities where residents can live, work, and shop without reliance on motor vehicles – in particular among emerging young professionals who add energy and vibrancy to communities.

One of the stated Goals of the 2013 County Comprehensive Plan supports the provision of bicycle and pedestrian facilities in growth areas such as the Town of Berryville:

“2. Enhance town, village, and commercial areas through context-sensitive design and walkability elements to improve the quality of life for all residents.”

Objective 9 (Designated Growth Areas for Development) of the County Comprehensive Plan also contains a policy that supports this goal:

“2(a). Provide a mixture of complementary land uses and consider innovative techniques such as form-based codes that create walkable, pedestrian-friendly street networks and greater flexibility of uses.”

“2(c). Create walkable neighborhoods.”

The 2005 Town of Berryville Comprehensive Plan provides significant support for pedestrian and bicycle accommodations. The Plan notes the following:

“The walkability of a community directly effects the health of its residents. Although many streets do not have sidewalks, efforts have been made through zoning and subdivision regulations to construct sidewalks with all new residential development. Commercial development and redevelopment are also required to either build sidewalks or, if future plans dictate, bond the improvements for later discussion.” (p. 7-10)

The Town further supports development of pedestrian and bike facilities through Walk/Bike to School programs and attempts to obtain State and Federal funding for improvements via Virginia Department of Transportation (VDOT) revenue sharing and transportation enhancement grants.

The Berryville Area Plan also echoes the Town and County Comprehensive Plans by recommending provision of a “uniform integrated approach for pedestrian movement, addressing walkways and bikeways.” The Plan also includes a policy recommending provision of bike lanes and sidewalks.

The Town of Berryville has an extensive sidewalk network both in the Town core and in the annexation Sub-Areas. The Town has also codified these planning recommendations by including a requirement in the Subdivision Ordinance for new developments to provide sidewalks as part of their overall development plan. The County and Town also worked in cooperation with the Northern Shenandoah Valley Regional Commission to develop the first Town-County Bicycle and Pedestrian Plan. This document will assist with future planning of bike and pedestrian strategies and resources.

c. Commuter Facilities

There are no formal commuter facilities in the Town of Berryville, however both the Town and County have identified a need to establish a park-and-ride commuter lot along the Route 7 corridor (see project detail above). Modeled after the Waterloo commuter lot, this facility would provide a centralized location for ridesharing and commuter van usage and would help to reduce the number of single-occupant vehicles contributing to traffic on Route 7.

3. Schools

Clarke County Public Schools operates all but one of its schools within the Town of Berryville or in close proximity to the town limits. These include D.G. Cooley Elementary School Upper and Lower Campus, Johnson-Williams Middle School, and Clarke County High School. The former Primary School building will be retained for future use, yet to be determined.

4. Recreation

The Clarke County Parks and Recreation Department manages the 102 acre Chet Hobert Park, which houses an outdoor swimming pool, lighted outdoor tennis courts, ball fields, soccer fields, a Recreation Center, picnic shelters, playgrounds and a fitness trail. Clarke County Public Schools also have a number of active recreation facilities including a football/soccer stadium, baseball/softball fields, track, playgrounds, and indoor/outdoor basketball (limited access).

The Town of Berryville owns and maintains the three-acre Rose Hill Park in the heart of downtown Berryville. Rose Hill Park provides a great place for families to relax and enjoy a peaceful outing. Park facilities include a playground designed for our younger citizens, basketball courts, and a gazebo. There are also several small private neighborhood playgrounds in Town.

E. Challenges and Limitations

1. Karst

The most significant geological feature in the County is karst. Karst, consisting primarily of limestone, is characterized by large underground drainage systems, sinking streams, sinkholes, and caves due to the solubility of the limestone. The resultant hollow underground geology makes groundwater supplies very susceptible to pollution from surface and subsurface point and nonpoint sources. Groundwater pollutants are able to travel significant distances and can impact multiple aquifers due to the drainage networks that typically exist in karst. Surface pollutants are able to penetrate through to these same aquifers via sinking streams and sinkholes, making stormwater runoff a critical feature to manage. Approximately 90% of the County's land area west of the Shenandoah River contains karst.

Groundwater aquifers in the eastern United States are continuously replenished or recharged by precipitation. Recharge rate affects groundwater quality and quantity. Only a fraction of all precipitation, however, reaches the deep aquifers used for drinking water, because most of it runs off and flows into streams, is absorbed by plants, or evaporates.

Aquifer recharge is much more rapid in areas with karst topography. The limestone and dolomite rock is highly fractured, allowing water to move quickly through to the aquifer. Moreover, carbonate rocks are usually water soluble, and fractures are eroded to form larger channels. Sinkholes and sinking streams indicate the rapid recharge ability of this area. In areas characterized by karst, pollution of groundwater is more likely because the open channels allow ground-level pollutants quick and easy access to the aquifer.

The County experienced a major example of groundwater contamination first-hand in 1981 when the Town of Berryville was forced to abandon its public well system due to contamination that could not be traced to a single source. The Town's water supply is now provided by a direct intake from the Shenandoah River and a water treatment facility. Instances of groundwater contamination have occurred in other parts of the County ranging from petrochemical contamination in the Pine Grove, White Post, and Shepherd's Mill Road areas to fecal coliform, nitrate, and pesticide contamination in various locations across the County.

Groundwater contamination poses a greater risk to properties outside of the Town limits and annexation areas due to the Town's provision of public water and prohibition on use of private wells for drinking water. However, it is important to ensure that new development within the annexation area does not adversely impact the County's groundwater resources. This Plan designates areas with particular environmental sensitivity as Environmental Conservation, and does not support any development in these areas. Both the Town and County land use ordinances also contain specific provisions to further protect groundwater including buffers, setbacks, and stormwater quality requirements. The Town and County will also pursue voluntary provision of site-specific mitigation measures by developers proposing new uses that could adversely impact the County's groundwater sources.

A greater challenge posed to developers by the County's geology is the presence of rock outcroppings, rock seams, and shallow bedrock areas in various locations throughout the

Annexation Area. Developers are encouraged to limit development or designate building envelopes away from such features.

2. Utility Capacity Limitations

As previously noted, the Town of Berryville provides public water and public sewer to properties within Town limits and to a handful of properties and public uses on adjacent parcels in the County. As of 2014, the Town has sufficient water and sewer capacity to serve all current customers as well as a significant amount of excess capacity to accommodate future uses (see Item D1 above).

Water and sewer capacity is currently provided on a first-come, first-serve basis and the Town does not reserve capacity on an administrative basis for specific use types (e.g., business, industrial) that may require services in the future. This is a common practice of localities in Virginia that operate smaller utility systems with limited access to expansion alternatives and limited funding to pursue such alternatives on their own. As new development occurs and water and sewer capacity is consumed, localities such as the Town of Berryville will look to partner with the development community to cover the cost of adding capacity to the water and sewer plants, building new plants, or acquiring new capacity.

An alternative approach that could be evaluated is to set aside a fixed amount of capacity specifically for business uses that may be high users of public water and/or sewer but that would provide significant positive economic impact to the Town and County. Such set asides would give the Town and County the flexibility to market a streamlined siting process to potential businesses without the concern of available capacity. Any evaluation of this approach should also include a re-examination of the build-out analysis of the current future land use designations and how capacity set-asides could impact development of other future uses.

F. Annexation Area Agreement

The foundation of the Berryville Area Plan and the joint approach to land use decision-making is the 1988 Town-County Annexation Area Agreement. This section provides background information on this Agreement including an overview of annexation law in the Commonwealth and a history of the Annexation Area Agreement and subsequent agreements that established this system.

1. Annexation Law in Virginia

Counties and towns are separate municipal entities under Virginia law and each has distinct powers and responsibilities. The Code of Virginia authorizes towns to annex adjacent county lands into the town's borders upon petition to the Circuit Court. To minimize the potential negative aspects of annexation, the Code of Virginia allows for a town and county to enter into an annexation agreement which defines the town's future annexation rights in exchange for the town renouncing its right to become a city. Annexation agreements are required to "provide for the regular and orderly growth of the town in conjunction with the county and for an equitable sharing of resources and liabilities."¹

¹ Code of Virginia §15.2-3232.
2015 Berryville Area Plan

2. History of the Agreement and Establishment of Annexation Areas

Given the Town of Berryville's and Clarke County's mutual interest in managing future growth and protecting the unique environmental, geological, and historic resources, both governing bodies signed an Agreement Defining Annexation Rights on December 29, 1988. This Agreement included the following points:

- Established County lands to be annexed as Annexation Areas A and B.
- Defined the circumstances by which land in Area B would be annexed.
- Agreed to develop a jointly-managed Town-County future land use plan by March 31, 1989.
- Agreed that the Town Subdivision Ordinance would govern land use changes and new development in Area B.
- Agreed that the County Zoning Ordinance would govern land use changes and new development in Area B until the land in question is annexed by the Town.
- The Town agreed to jointly authorize any land uses that were approved by the County.
- Agreed to joint review of land use applications between the Town and County Planning Commissions.
- The County agreed to Town review of all stormwater plans prior to County approval and provision of funding for stormwater drainage improvements in the Town.

3. Creation of the Berryville Area Plan; Plan adoption, historical updates, and review process

The Berryville Area Plan was originally adopted on April 12, 1992 by the Berryville Town Council and Clarke County Board of Supervisors. The Plan has been amended seven (7) times since its 1992 adoption, and the changes that were adopted with those amendments are summarized below:

- December 4, 1995 – Amend Sub-Areas 6 and 7 to allow “housing for older persons” in the areas designated for Business/Office and Highway & Visitor Commercial Uses. Amend County zoning district map to reflect re-zoning of Battlefield Estates Subdivision.
- February 18, 1997 – Amend the transportation policies for the southwest and southeast collector roads, and amend the land use policies for Sub-Areas 22, 23A, and 23B. Amend County zoning district map to reflect re-zoning of Tax Map Parcel #14-A-38.

- April 15, 1997 – Amend County zoning district map to reflect re-zoning of Tax Map Parcels #14-A-44, 43, 42 (part), and 42B.
- May 13, 1997 – Amend County zoning district map to reflect re-zoning of Tax Map Parcel #14-5-251B.
- May 15, 2001 – Amend Sub-Area 18 to change access policies, amend Sub-Area 19C to change land use designation from Low Density Residential to Light Industrial/Research, and amend Sub-Area 23 to change land use designation from Business/Office to Light Industrial/Research. Amend County zoning district map to reflect re-zoning of Tax Map Parcel #14-A-56 and Tax Map Parcels #14-A-38, 38A, and 38B.
- September 15, 2009 (BOS)/November 10, 2009 (TC) – Amend Chapter V to delete paragraphs in each Sub-Area section with the following first sentence: “Housing for the elderly is a land-use designation to be applied to the Sub-Areas 6 and 7.”
- April 20, 2010 (BOS)/June 8, 2010 (TC) – Amend Chapter V to add 15 acres to Sub-Area 6A by taking 14 acres from Sub-Area 6 and 1 acre from Sub-Area 5, in order to expand the area in the Plan that is devoted to Older Person Residential uses.

The 2014 project to update the Berryville Area Plan is the first comprehensive revision of the Plan since its 1992 adoption. It is recommended that future reviews of the Town and County Comprehensive Plans include parallel reviews of the Berryville Area Plan in order to ensure consistency among the Plans. Any amendments to the Town or County Comprehensive Plans should be evaluated for impacts to the Berryville Area Plan. It is also recommended that, at a minimum, the Berryville Area Development Authority (BADA) should conduct an assessment of the Plan once every five years and provide a recommendation to the governing bodies regarding the Plan’s status and any need to revise/update the Plan.

Review and amendment of the Berryville Area Plan is the responsibility of the BADA with technical support provided by Town and County planning staffs. Requests for review or Plan amendment may also be made by the Town and County planning commissions and governing bodies. Requests for review or Plan amendment may also be made by citizens or other private stakeholders however the BADA reserves the right to decline to advance such requests to the governing bodies for consideration.

As previously noted, any review of the Plan should be careful and deliberate. Impacts such as new developments approved since the previous Plan update, changes in public water/sewer capacity, or changes in capital needs of the Town and County should be included in any Plan evaluation. “Piecemeal” changes in response to specific land use applications are strongly discouraged.

4. Creation of Berryville Area Development Authority (BADA); responsibilities and review process

On March 27, 1990, a Resolution and Agreement was signed that created the Berryville Area Development Authority (BADA). The BADA was charged with administering the Town’s Subdivision Ordinance and the County’s site plan development standards for all land use proposals that occurred in Area B. The Agreement also established the membership composition of the BADA including initial terms of office. This Resolution and Agreement was amended in December 1992 to add new items to the BADA’s administration responsibilities – management of the Town’s site plan development standards, the Town’s Historic District regulations, and the County’s Historic Access Corridor Overlay District regulations for land use applications within Area B.

The reference charts below summarize the BADA review processes for specific types of land use applications and the location of the subject properties in the Town or County:

TABLE 5 -- Land Use Applications – County Land

Application	Review/Action By	Applicable Ordinance	Reference
Subdivision	BADA	Town Subdivision Ord.	Annex. Agreement ¶6(a); BADA Agreement ¶5
Site Plan	BADA ¹	County Zoning Ord.	BADA Agreement ¶5 and ¶6
Rezoning	BADA and Town PC recommend; BOS acts	County Zoning Ord.	Annex. Agreement ¶6(b) and County Zoning Ord §8-D-3
Special Use Permit	BADA and Town PC recommend; BOS acts	County Zoning Ord.	Annex. Agreement ¶6(b) and County Zoning Ord §5-B-2-d
Historic District	BADA (appeals to County BOS)	County Zoning Ord. (Historic Access Corridor Overlay District)	BADA Agreement ¶6 and County Zoning Ord §3-E-4-b

¹ The Town and County Zoning Ordinances each require site plans to be submitted with a special use permit (SUP) application, and each requires a site plan to be submitted with a SUP application to be acted upon by the governing body, as a separate approval. Therefore, under the existing BADA Agreement provisions, as to a site plan submitted with a SUP application, the BADA makes a recommendation on the site plan, the applicable Planning Commission makes a recommendation on the SUP, and the governing body acting on the SUP takes action on the site plan as a separate approval.

TABLE 6 -- Land Use Applications – Town Land

Application	Review/Action By	Applicable Ordinance	Reference
Subdivision	BADA	Town Subdivision Ord.	BADA Agreement ¶5
Site Plan	BADA ¹	Town Zoning Ord.	BADA Agreement ¶5
Rezoning	Town PC recommends; Town Council acts	Town Zoning Ord.	n/a
Special Use Permit	Town PC recommends; Town Council acts	Town Zoning Ord.	n/a
Historic District	BADA ² (appeals to Town Council)	Town Zoning Ord. (Historic District)	BADA Agreement ¶5 and Town Zoning Ord §704.1

¹ The Town and County Zoning Ordinances each require site plans to be submitted with a special use permit (SUP) application, and each requires a site plan to be submitted with a SUP application to be acted upon by the governing body, as a separate approval. Therefore, under the existing BADA Agreement provisions, as to a site plan submitted with a SUP application, the BADA makes a recommendation on the site plan, the applicable Planning Commission makes a recommendation on the SUP, and the governing body acting on the SUP takes action on the site plan as a separate approval.

² Action by the BADA is limited to those properties for which no final certificate of occupancy has been granted. Otherwise, the matter goes to the Town Architectural Review Board.

The process for reviewing and amending the Berryville Area Plan involves review and recommendation of an amended plan by the BADA to both the Town Council and Board of Supervisors. Both governing bodies must take formal action on the amended plan for final approval. This process is referenced in ¶6(a) of the Annexation Agreement.

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A. Plan Amendments Generally; Process for Adding or Changing Sub-Areas

As the joint Town-County land use plan for the future development of the annexation areas, the Berryville Area Plan (BAP) shall be evaluated at least once every five years by the Berryville Area Development Authority (BADA) to determine whether and to what degree it may need to be updated. Such an evaluation must be thorough and deliberate, and shall include a general review of the Plan, current demographics, and any recent changes that may have occurred in the community not contemplated or adequately addressed by the current Plan. Guidance can be drawn from the Code of Virginia provisions on the development of comprehensive plans:

Code of Virginia, §15.2-2223

In the preparation of a comprehensive plan, the commission shall make careful and comprehensive surveys and studies of the existing conditions and trends of growth, and of the probable future requirements of its territory and inhabitants. The comprehensive plan shall be made with the purpose of guiding and accomplishing a coordinated, adjusted and harmonious development of the territory which will, in accordance with present and probable future needs and resources, best promote the health, safety, morals, order, convenience, prosperity and general welfare of the inhabitants, including the elderly and persons with disabilities.

For similar reasons, it is strongly recommended that updates to the Plan should not be undertaken on a “piecemeal” basis to address a specific issue or to accommodate a new land use request or regulatory change. Unlike zoning ordinances or municipal codes that are often amended to address specific regulatory situations that arise, the amending of a land use plan should be conducted as a comprehensive review and evaluation with all relevant impacts and information available for consideration.

1. Amending the Berryville Area Plan

a. Regular review schedule

On a five-year schedule from the adoption date of the current Plan, the BADA shall adopt a resolution addressing the status of the Plan, whether it should be updated, and to what degree it should be updated. This resolution may come in one of the following forms:

- A finding that the current demographics, goals, objectives, and policy recommendations are sufficient and that no Plan amendment is necessary.
- A finding that changes in the community warrants a comprehensive review and update of the Plan. An example would be the release of decennial Census data and growth projections.
- A finding that the Plan does not address, or inadequately addresses, a specific topic area or areas warranting a focused update of the Plan. An example would include a desire by the Town and County to create a new annexation area and Sub-Areas. While the update

may have a specific purpose, the review should remain comprehensive to ensure that all impacts are carefully evaluated.

It is recommended that at the beginning of year four in the five-year schedule, the BADA should begin work evaluating the Plan status. This can be accomplished as a committee of the whole or by designating a workgroup. Plan status should be evaluated by considering factors including, but not limited to:

- Recent release of updated demographics.
- Recent updates to the County or Town Comprehensive Plans.
- Impact of new development projects since the previous Plan update.
- Impact of recently completed capital projects or transportation improvements.
- New cooperative projects between the Town and County, e.g., economic development initiatives.
- Any other subject not addressed or inadequately addressed by the current Plan.

In the event that the BADA decides to update the Plan, the process should begin immediately and copies of the resolution should be forwarded to Town Council, Board of Supervisors, and the Town and County Planning Commissions to inform them of the pending update. The resolution shall specify the scope of the update and the anticipated completion date of a draft Plan for public review, which should not exceed one year from the date of the resolution. The BADA, supported by the Town and County Planning Staffs, is solely responsible for developing plan updates and may include other elected or appointed officials and staff as they deem necessary.

Upon completion of the revised draft Plan, the BADA shall hold a public hearing on the Plan in accordance with Code of Virginia requirements. The BADA may hold other informal outreach sessions with the public and/or key stakeholders prior to finalizing the draft and conducting the required Public Hearing. BADA action shall consist of a recommendation for adoption of the draft Plan to the Town Council and the Board of Supervisors, who shall then conduct their own public hearings in accordance with State law and adopt the draft Plan individually. In the event that the BADA does not pass a recommendation to adopt the Plan, the draft Plan shall not be forwarded to the governing bodies for consideration.

b. Interim amendments

While not recommended, a proposal may be considered to amend the BAP outside of the scope of the Plan's five-year review cycle. Frequent, piecemeal changes to the Plan can result in the document becoming fragmented and inconsistent. It can also devalue the importance of the document as a long-range planning guideline. For these reasons, interim amendments are strongly discouraged.

A structured process is recommended for the consideration of interim amendments to the Plan:

- Plan amendments initiated by the governing bodies. Plan amendments initiated by Town Council or the Board of Supervisors shall be made by resolution to the BADA that includes the specific reason and detailed scope of the requested review. The resolution shall be adopted by both governing bodies before the BADA may begin work on the requested amendment. The resolution shall also contain justification as to why the amendment must take place in the interim rather than as part of the five-year Plan review. When applicable, the BADA shall solicit recommendations on the proposed plan amendments from the Berryville and County Planning Commissions.
- Plan amendments requested by citizens/stakeholders. For plan amendments requested by citizens or other stakeholders, an annual window of opportunity shall be designated for consideration of amendment petitions. Such petitions shall be evaluated as follows:
 - An annual review of amendment petitions shall be conducted in June by the Town Council and Board of Supervisors.
 - Petitioners shall submit their plan amendment requests in writing no later than April 1. Requests shall include, at a minimum, the specific reason for the amendment, a detailed scope of the requested review, and a justification as to why the amendment must be considered in the interim rather than as part of the five-year Plan review.
 - Petitioners shall provide written acknowledgement that they will reimburse the Town and County for all public hearing costs and pay any required fees.
 - Both Town Council and the Board of Supervisors must agree to direct the BADA to review and develop the Plan amendment, conduct the required Public Hearing, and forward a formal recommendation within a specified time period not to exceed one year. Failure of one or both of the governing bodies to support the Plan amendment shall result in the failure of the request to advance to the BADA. In such instances, the petitioner's application fees shall be refunded to them.
 - When applicable, the BADA shall solicit recommendations on the proposed plan amendments from the Berryville and County Planning Commissions.

Interim amendments to the Plan shall also meet one of the following criteria:

1. The goals, objectives, or policies of the BAP would be more effectively met or implemented, particularly by a concept of land development that was not foreseen by the Plan, if the Plan Amendment were approved.

2. The area surrounding the property in question has changed substantially since the review of the Plan.
3. The General Assembly has adopted legislation that necessitates an interim amendment to the Plan.

The importance of the three criteria noted above are critical to ensure that an interim amendment addresses a genuine change in conditions of the property, the County and Town, or outside influences affecting the County and Town; or to address a gap in the guidance or State regulatory compliance provided by the Plan. Interim amendments that solely address or facilitate a land use change or other request that is in conflict with the Plan's recommendations, without significantly addressing the aforementioned criteria, shall not be considered.

2. Amending the Annexation Area Agreement

Periodic revisions to the Berryville Area Plan, whether conducted during the five-year review cycle or as an interim amendment to the Plan, shall also include a detailed evaluation of whether the revision or amendment is consistent with the Town-County Annexation Area Agreement. This is particularly relevant if the revision or amendment would result in the creation of new or expansion of existing Sub-Area boundaries beyond the limits of Annexation Area B. Legal counsel for the Town and County should be consulted to evaluate any new or amended Plan language that may impact the Annexation Area Agreement.

If the Annexation Area Agreement must be amended in order to implement a new Plan recommendation, the Town and County shall form a joint committee consisting of elected officials, planning staffs, and legal counsel to ensure that the terms of the amended agreement are fair and equitable and that the review process meets all Code of Virginia requirements. The proposed amendment shall also be reviewed for conformance with both the Town and County comprehensive plans. No new Sub-Areas or expansion of existing Sub-Areas beyond the current annexation area boundaries shall be approved and incorporated into the Plan until the applicable amendment of the Annexation Area Agreement is approved by both Town Council and the Board of Supervisors.

3. Review Process for Adoption of New or Expanded Sub-Areas

The establishment of the Berryville Area Plan's original Sub-Areas involved a detailed examination of the subject properties to determine their capacity to carry new development at an urban scale. A similar process should be undertaken in the event that the Town and County wish to create new Sub-Areas or expansion of existing Sub-Areas, in order to accurately determine the subject property's capacity for development and limitations. This process should include a detailed analysis, performed by qualified engineering/land use professionals, to address the following impacts:

- Geology, hydrology, and soil type, including key Karst features that may impact capacity for development.
- Physical features such as existing intermittent/perennial streams, wetlands, sensitive slopes, and forestation that should be protected and preserved.
- Existing and surrounding land uses and their scale of construction/density to determine compatibility with proposed future land uses.
- Features of historic, cultural, or preservation significance (e.g., conservation easements, registered historic properties/structures, contributing properties/structures).
- Adjoining scenic impacts, visibility from major highways and gateways, and potential mitigation measures.
- Proximity to existing public water and sewer infrastructure and costs of connection to these systems.
- Public road network's current level of service and capacity for expansion/improvement.
- Value of the property as an economic development resource

It is strongly recommended that the Town and County complete this analysis jointly and reach a consensus on the parameters of any new or expanded Sub-Area as a precursor to finalizing any Annexation Area Agreement.

B. Impact of Plan Implementation

The original Berryville Area Plan Chapter VI addressed the impacts from projected development in Annexation Area B on public services and facilities including schools, libraries, public water and sewer, stormwater management, parks and recreation, fire and rescue, human support services, and police facilities. This chapter included recommendations on new infrastructure and facilities that would be needed to support the projected growth at maximum build-out and also included cost estimates for each facility. These recommendations were based upon industry standards in place in the early 1990s and were developed in conjunction with the planning consultant that assisted with the creation of the Plan. They were among the first capital improvements identified and planned for in a forward-thinking document for both the Town and the County.

The level of planning and staffing capacity in the Town and County has changed since the early 1990s. Capital needs are now identified and developed into projects by agencies and departments that did not exist when the Berryville Area Plan was first adopted. Capital projects are reviewed and prioritized in conjunction with both jurisdictions' annual budget processes and according to current demographics and growth patterns. Despite these changes, the need to coordinate future land use planning with long-range plans for infrastructure, service expansion, and maintenance is critical.

The following section begins with an overview of the need for developer-funded contributions to mitigate the impact of new development projects on public infrastructure. It concludes with a description of the different types of infrastructure that can be impacted by new development and the different agencies and departments that are responsible for managing public infrastructure and services in the Town and County. The purpose of this section is to ensure that the impacts of new residential, commercial, and light industrial development are identified and properly evaluated with each new land use application and with future expansions of the Berryville Annexation Area. Specific infrastructure projects that are planned or under development may be found in the capital projects section of the Town’s and County’s budget documents. It is expected that land use applicants, particularly those seeking to re-zone to a more intensive zoning classification, will use this section as a guide to develop a package of necessary capital improvements and contributions that mitigate their project’s impact on the Town and County.

1. Developer-Funded Improvements and Capital Project Contributions

The Town and County work cooperatively to ensure that new development, redevelopment, and infill development projects in the Berryville Area occur in accordance with the jurisdictions’ joint philosophy of growth management and land use decision-making. A major component of this effort is ensuring that the impact of development on public infrastructure is properly mitigated. This is accomplished with the following tools that are made available to localities in accordance the Code of Virginia:

a. Required Improvements

Public water, public sewer, and public streets are types of infrastructure that require developers to construct improvements in order to access capacity to support their new projects. Regarding public water and public sewer, the Town evaluates each project at the time of site plan or subdivision plat review to determine necessary improvements to properly serve the project at maximum build-out. The developer is required to construct and gain acceptance of the new utility infrastructure by the Town prior to issuance of certificates of occupancy and release of required sureties.

For improvements to the public street network, the results of a traffic impact analysis (if required) will dictate the type and scale of improvements to be constructed by the developer in order to gain final approval of the project. Town design requirements also dictate the provision of bicycle and pedestrian accommodations where necessary.

b. Cash Proffers

§15.2-2303 of the Code of Virginia authorizes localities to use “conditional zoning,” a method of authorizing the voluntary acceptance of proffers by a developer to provide cash contributions or land for public infrastructure improvements (“cash proffers”), promises to complete specific infrastructure improvements, or conditions on the scale or manner of development in exchange for the locality rezoning the property to allow the project. For new residential rezoning projects in the Berryville Area, the County encourages conditional zoning applicants to voluntarily provide a cash proffer – a payment made on a per-unit basis for each new dwelling to be constructed that would be paid prior to issuance of a certificate of occupancy. The amount of the cash proffer is based upon the identified capital projects that would be impacted by new residential

growth. The cash proffer amount is calculated on an as-needed basis from the most current list of capital projects.

c. Other Voluntary Proffers

Conditional zoning also enables localities to accept other types of proffers voluntarily provided by an applicant to help mitigate infrastructure impacts. These proffers are negotiated on a case-by-case basis and can come in different forms. For example, a project that may increase the need for fire and EMS response may include a voluntary cash contribution by the developer to help fund purchase of a new fire engine that is identified as a future capital need. Or a project that may generate significant new traffic that would reduce the level of service at an off-site intersection may include a proffer for the developer to construct necessary improvements at that intersection. Developers can use this flexible tool to offer improvements above and beyond ordinance requirements, such as voluntary provision of larger setbacks and additional screening to avoid adversely impacting a neighboring development or a condition not to develop certain by-right uses that would be permitted in the new requested zoning district.

2. County and Town Public Utilities and Facilities

a. Public Water and Sewer (Town of Berryville -- Utilities Department)

Public water and public sewer are provided by the Town of Berryville within Town limits. As noted in Chapter I, it is the intent of the Town-County Annexation Agreement to ensure that properties jointly developed under the Berryville Area Plan are to be served by public water and public sewer upon annexation by the Town. Information on available capacity, fees, and connection requirements can be obtained from the Town's business office.

Required improvements for new development projects are determined through the land-use application process (e.g., rezoning, special use permit, site plan, subdivision plat). Applicants are required to provide detailed engineering plans and technical information to determine sufficient water and sewer capacity for new development projects. Where necessary, applicants will be expected to provide infrastructure improvements to mitigate any potential adverse impact on the water or sewer system's level of service. Such improvements would be committed either through an applicant's rezoning proffer or through development agreement with the Town in other land use applications.

For areas being considered by the Town and County for designation as new annexation areas or for existing Sub-Areas under consideration for more intensive land uses, an impact study shall be undertaken to ensure that the proposed land use type or types and potential densities can be effectively served by Town water and sewer. If future deficiencies are noted, specific improvements to maintain effective levels of service shall be identified including planning-level cost estimates and timing for implementing the improvements. Development of new annexation areas shall not be undertaken without first conducting this evaluation and committing to undertake these future improvements.

b. Public School System (Clarke County Public Schools)

New residential development projects impact the County’s public school system through a potential increase in the number of school-age children to be served. Additional students mean a greater need for teachers to maintain recommended classroom sizes and program offerings, and a significant increase in enrollment can trigger the need for facility improvements and expansions.

In conjunction with the annual budget process, Clarke County Public Schools identifies a list of capital projects to ensure compliance with state guidelines and to maintain or improve the quality of service provided to its students. These capital projects form the basis of the cash proffer calculation for new residential development projects (see discussion below). Applicants for new residential development projects that require rezoning to a higher density will be expected to mitigate potential impact on the school system through provision of cash proffer payments per new dwelling unit, proffer to directly address specific school system capital needs, voluntary use of age-restriction covenants for residents, or other comparable measures.

As with private residential development projects, any future expansion of annexation areas or increase in the residential density of existing Sub-Areas by the Town and County shall include consideration of impacts to the school system and consultation with Schools’ staff. Development of new residential areas or increase in existing residential densities shall not be undertaken absent this evaluation and commitment to undertake any future capital improvements needed to support the future development.

c. Fire & Emergency Services (Clarke County – Department of Fire, Emergency Medical Services, and Emergency Management)

Clarke County’s fire and emergency services functions are managed by a combination of volunteer organizations and County staffing. In 2014, the Board of Supervisors adopted an ordinance that organized the combination system under the County Department of Fire, Emergency Medical Services, and Emergency Management. The County’s fire response service is entirely volunteer-based and operated from three stations located in Berryville (John H. Enders Fire Company and Rescue Squad), Boyce (Boyce Volunteer Fire Company), and Shenandoah Retreat (Blue Ridge Volunteer Fire & Rescue Company) with support from Mt. Weather and adjacent localities. Emergency medical services (EMS) are provided by a combination of volunteer staffing from the three stations and County EMS staffing. The Board also implemented a fee-for-service program to recoup the cost of transporting patients to medical facilities.

New development projects can have an impact on the provision of fire and emergency medical services – as such they are frequently a component of a locality’s cash proffer calculation. Residential projects increase the number of potential patients to be served and commercial, industrial, and institutional projects often have design elements that must be evaluated to ensure that fire and EMS service delivery is not impeded. Development plans for new projects shall be evaluated for their impacts on fire and emergency service provision, and mitigation measures shall be included to ensure that the

same or better levels of service can be efficiently provided. Direct contributions to capital needs (e.g., vehicles, apparatus, equipment, facilities) shall also be encouraged.

d. Parks (Town of Berryville, Clarke County Parks & Recreation Department)

The Clarke County Parks & Recreation Department is responsible for management of County's recreational facilities located at Chet Hobert Park off of West Main Street. The Town is responsible for management of Rose Hill Park located in Downtown Berryville.

The County Parks & Recreation Department, in conjunction with the Parks & Recreation Advisory Board, maintains a Master Plan for Chet Hobert Park and recommends projects on an annual basis to enhance existing facilities and complete planned expansions of new facilities at the Park. In 2015, the County also adopted its first Recreation Plan as a component of the County Comprehensive Plan to support the update and implementation of the Park Master Plan. Together, these two documents help the County to identify demand for future recreational needs, establish levels of service, and plan for future improvements to programs and facilities.

New residential development poses the greatest impact on parks and recreation facilities, so inclusion of these capital improvements as a component of the cash proffer calculation is a common approach. Depending upon the scale of development (number of units), the targeted demographic (e.g., workforce housing, senior housing), and the development form (e.g., single-family, larger urban parcels, smaller clustered parcels), developer-provided facilities such as walking trails, playgrounds, and passive parks maintained exclusively by a homeowners' association may be appropriate. Alternatively, proffer of a facility that meets an identified capital need for the Town or County may also be appropriate provided that the timing of development and locality's ability to pay for and maintain the facility is appropriate.

e. Library (Handley Regional Library)

County library facilities located in the Berryville-Clarke County Government Center are managed by the Handley Regional Library system with annual financial contributions by the County. The Regional Library is responsible for capital project planning and programming. Demand for library services is driven by population growth and capital projects are often included in the cash proffer calculation.

f. Law Enforcement (Town of Berryville Police Department, Clarke County Sheriff's Office)

The Clarke County Sheriff's Office and the Town of Berryville Police Department provide law enforcement services for their respective jurisdictions. Both the Town and the County participate in a regional jail system through the Northwestern Regional Adult Detention Center and do not maintain jail facilities locally. The County Sheriff's Office manages the County's Public Safety Communications center for the dispatch of fire, EMS, and law enforcement calls.

Law enforcement agencies, much like fire and EMS companies, have regularly occurring capital needs such as vehicle replacement and equipment needs. The County's Sheriff's

Office, as manager of the dispatch system, also incurs costs of maintaining the dispatch center and its equipment as well as radio systems, antennas, and off-site repeater equipment on communications towers. Facility expansions/enhancements occur less frequently but are identifiable needs that appear in capital improvement budgets. Law enforcement capital needs are a common component in a cash proffer calculation. Direct provision of developer-funded improvements are far less common due to the nature of law enforcement capital needs although opportunities to obtain such improvements should be evaluated in applicable land use requests.

g. Stormwater Management (Town of Berryville Public Works)

Stormwater management facilities in the Town of Berryville consist of Town-owned facilities, privately-owned and managed facilities, and facilities owned and managed by other governmental entities such as the Clarke County School Board. Regulation of stormwater management falls under the purview of the Virginia Department of Environmental Quality (DEQ). Over the past several years, the Commonwealth has continued to strengthen stormwater management regulations as a part of a larger effort to improve water quality statewide. It is expected that in the future, stormwater regulations will remain at their current levels or continue to be strengthened. This makes ongoing maintenance and enhancement of municipal stormwater systems more critical. Capital projects to improve municipal portions of a stormwater system are often included in a cash proffer calculation.

All development proposals regardless of use type are required to include approval of a stormwater management plan by both DEQ and the locality. Such plans shall also include a development agreement to ensure that any facilities and best management practices are maintained throughout the life of the facility. Stormwater management is mandated by law and not subject to negotiation. However, an opportunity may arise with specific development projects to accept proffered improvements that may enhance an underperforming part of an existing stormwater system. In these cases, a cost benefit analysis shall be conducted to determine whether the community would benefit from accepting such improvements.

As noted in the original Berryville Area Plan, conveyance of stormwater is a critical element in ensuring that new developments do not have adverse impacts in the form of erosion or flooding on surrounding properties. The presence and sensitivity of Karst features adds an additional dimension to the challenge of managing stormwater on a municipal level. Stormwater management and Karst impacts shall be included in any detailed analysis of potential properties to be included in future annexation areas or in expansion of existing Sub-Areas to support more intensive development.

3. Transportation Network

a. Impacts of new development

As previously noted, the Town of Berryville assumed the responsibility of maintaining the secondary street network within Town limits in 2012. Harry Byrd Highway (Route 7), Main Street (Business Route 7), and Buckmarsh Street (US 340) are primary

highways maintained by the Virginia Department of Transportation (VDOT). Design requirements for the secondary street network may be found in the Town's Subdivision Ordinance. Annexation area projects that are undertaken prior to annexation by the Town and that propose new public streets or that impact existing secondary streets will be required to observe the Town's design requirements.

Traffic impact on the public road network is one of the most commonly evaluated elements of any new development proposal. All new developments shall be designed to ensure that the resultant impacts on traffic volume and patterns do not result in a reduced level of service on the adjoining public roads and intersections. For most projects, this is determined through a traffic impact analysis (TIA) conducted by the developer's traffic engineer and reviewed for conformance with state regulations by VDOT for impacts to primary highways and by the Town's consulting engineer for impacts to secondary roads. The TIA will identify needed improvements to roads and intersections based upon the proposed development's most intensive potential usage. It is expected that developers will provide the TIA's recommended onsite improvements as part of the site development. It is also expected that developers will consider providing any needed off-site improvements that bear a direct relationship to the new development's traffic as determined in the approved TIA.

As presented in Chapter I and depicted in the original Berryville Area Plan, the Town has also identified future enhancements to the public road network that have yet to be constructed. These include the construction of a southeastern collector road that would connect Jack Enders Boulevard to U.S. 340 and an extension of West Fairfax Street to connect with East Fairfax Street that would enable access to the public street network between Buckmarsh Street and First Street. New development projects shall provide improvements to facilitate construction of these enhancements if the projects are located in the areas designated for future road improvements. Such developer-provided improvements shall include right-of-way dedication for roads and drainage, construction of actual improvements, cash contributions, or a combination of these elements.

The Town has also identified provision of bicycle and pedestrian facilities as a critical element of public infrastructure. Applicants will be expected to provide such facilities according to the Town's planning and design criteria.

b. Planning for future growth

Transportation infrastructure needs are among the most important to evaluate when determining whether to create a new annexation area or to increase the recommended density of development in an existing Sub-Area. Any of these types of changes considered by the Town and County shall include a traffic impact analysis performed by a traffic engineer with recommendations on future improvements necessary to accommodate the proposed growth.

Identifying key projects to improve the current public road network is equally important. Chapter I lists the three Berryville Area projects that have been identified by the Town and County as priorities to enhance the network's current level of service. These

projects, as well as any new potential improvement projects, should be reviewed and discussed jointly by the Town and County on a regular basis and concerted efforts should be undertaken to pursue State and Federal funding for the projects. Where applicable, partnerships may be formed with the development community to share the cost of completing these projects including but not limited to proffered improvements with new development proposals.

C. Potential Future Growth Areas

While portions of Annexation Area B remain available for new development or infill/re-development projects, it is advisable to identify new areas adjacent to the Town of Berryville that could be considered for designation as future annexation areas. Subsection A above outlines the processes for evaluating and formally establishing new annexation areas, however the first step in this long-range planning exercise is to determine the most logical locations for future development. Three areas located outside of the boundaries of Annexation Area B are proposed for designation as “potential future growth areas” to be evaluated jointly by the Town and County to accommodate future growth as Annexation Area B reaches build-out for residential and commercial/industrial capacity.

As depicted in the attached maps, the potential future growth areas are shown as general planning areas without specified boundaries. This is to enable the areas to be expanded or contracted in size depending on the influencing factors that would be evaluated through the annexation area review process. For the purposes of this section, potential future growth areas should be viewed as a point of departure for the discussion of allowing urban-scale growth and expansion of the Town boundaries in key locations.

Determining when to begin a detailed review of a future growth area for consideration as a possible new annexation area shall be based on the following factors:

- Degree of build-out in existing Sub-Areas.
- Available capacity of public water and public sewer to serve the new development area or alternatively, the ability to obtain additional required capacity through developer-funded improvements.
- Impact on the current levels of service of public roads and emergency services and whether adverse impacts can be mitigated by developer-funded improvements.
- Impact on the capacity of the public school system including but not limited to enrollment capacity and classroom size.

The majority of these factors address impact of new development on public infrastructure. It is critically important that these future impacts are effectively planned for in both the Town’s and County’s capital improvement programs to ensure that the desired scale of development can be accommodated.

1. Southern Potential Future Growth Area (Map 5):

Location:

This Future Growth Area includes properties located immediately to the south of the Clarke County Business Park (Sub-Area 21) and the properties recommended for Light Industrial/Research uses located on the west side of the Norfolk Southern Railroad in the Craig's Run Light Industrial Area (Sub-Area 23). The Area also extends westward to U.S. 340 and southward to the vicinity of Smallwood Lane (Rt. 680).

Approximate Area: +/- 150 acres

Development Constraints:

- Smallwood Lane (Rt. 680) – Smallwood Lane is the only public road providing access to U.S. 340 and is classified as a local road with limited pavement width and no turn lane/acceleration lane at the U.S. 340 entrance. Smallwood Lane is hard surfaced only to an area immediately east of the rail crossing with the balance of the road being gravel surfaced.
- Norfolk Southern Railroad – Existing at-grade rail crossing on Smallwood Lane would require significant improvements to accommodate additional vehicular traffic.
- Virginia Department of Transportation (VDOT) office – VDOT maintains a local maintenance office on six acres located on Smallwood Lane immediately west of the rail crossing.
- Existing uses on U.S. 340 – The western edge of the Future Growth Area includes several homes and an existing auto repair business on small lots that front the east side of U.S. 340.
- Milton Valley Farm – The Future Growth Area is bordered to the south by Milton Valley Farm which is in permanent conservation easement. Any future development shall include measures such as buffer areas and screening to mitigate potential impact on the conservation easement.

Potential Land Use(s):

- Business/Office and Light Industrial/Research. The logical development pattern for this Future Sub-Area would be the continuation of business and light industrial uses similar in scale to the adjacent Business Park. The Business/Office designation should be used to provide transition uses between more intensive Light Industrial uses and adjoining residential and agricultural properties.

Other Considerations:

- Potential alternative route for future Southeast Collector road. As noted previously in this Plan, Jack Enders Boulevard is planned to be extended from its current terminus to South Buckmarsh Street to complete a connection between Main and Buckmarsh Streets (U.S. 340). Jack Enders Boulevard would cross the Norfolk and Southern rail line by means of a new at-grade crossing. If this Future Growth Area is ultimately developed

into a new annexation area, an alternative route for the Southeast Collector road could be considered that would extend in a southwesterly direction from existing Jack Enders Boulevard near the Town of Berryville water tower, and would improve the existing at-grade rail crossing on Smallwood Lane to reach U.S. 340. A detailed traffic impact analysis and engineering study must be conducted in order to fully evaluate this option.

Recommendations:

Evaluation of this Future Growth Area should be a short-term priority given the near build-out of the existing Business Park and the continuing need to move forward with the planning of the Southeast Collector. Upon adoption of the revised Berryville Area Plan, Clarke County and Town of Berryville officials should cooperatively undertake a detailed land use planning and engineering study of this area for consideration as a potential new annexation area. The goal should be to complete this study and determine whether to move forward on creating a new annexation area no later than the next five-year review period for the Berryville Area Plan. Consideration of an interim amendment to the Plan would also be warranted for this purpose.

2. Hermitage South Potential Future Growth Area (Map 6):

Location:

This Future Growth Area adjoins Hermitage subdivision immediately to the south including the Hermitage Boulevard Residential Area (Sub-Area 26), and also adjoins the Hermitage Residential Growth Area (Sub-Area 27A) and the Southern Gateway Residential Growth Area (Sub-Area 27B) to the west and the Clarke County VFW property to the west and south. There is also an existing historic home, Aurora (453 South Buckmarsh Street), located immediately to the east on a three-acre parcel and an existing electric power station.

Approximate Area: +/-75 acres

Development Constraints:

- Consideration should be given to mitigating any potential adverse impact to the existing historic home at 453 South Buckmarsh Street including potential use of the Historic/Cultural Preservation land use designation.
- The balance of the Future Growth Area is currently open farmland with minimal tree coverage. Siting of new structures and landscaping shall be considered as this Area lies at the Town's south gateway.

Potential Land Use(s):

- Low-Density Residential (2 units/acre)
- Medium-Density Residential (4 units/acre) with cluster development.
- Commercial uses consistent with the scale and density allowed by Town ordinance.
- Historic/Cultural Preservation for the parcel containing the existing historic home and immediate vicinity.

Recommendations:

Evaluation of this Future Growth Area should be considered a long-term priority once the existing residential Sub-Areas approach maximum build-out.

3. Western Potential Future Growth Area (Map 7):

Location:

This Future Growth Area is located at the southeastern corner of the intersection of Westwood Road (Rt. 636) and West Main Street (Business Va. 7). It is bordered by the historic Rosemont property to the east, Clarke County High School to the north, and D.G. Cooley Elementary School to the west. The property is currently an active apple orchard.

Approximate Area: +/-60 acres

Development Constraints:

- Agricultural use. As the property is in current long-term use as an orchard, the opportunity for development of this property may not occur until the useful life of the orchard is exhausted.
- Potential impact to Rosemont. Consideration should be given to mitigating any potential adverse impact of development to the historic Rosemont home and grounds including potential use of the Historic/Cultural Preservation land use designation.
- The balance of the Future Growth Area would be open and visible from public roadways. Siting of new structures and landscaping shall be considered for this Area.

Potential Land Use(s):

- Low-Density Residential (2 units/acre)
- Medium-Density Residential (4 units/acre) with cluster development
- Historic/Cultural Preservation as development buffer from historic Rosemont.

Recommendations:

Evaluation of this Future Growth Area should be considered a long-term priority once the existing residential Sub-Areas approach maximum build-out.

D. Conclusion

Referenced throughout this Plan document in various forms, the future success of the Town of Berryville's and Clarke County's symbiotic planning relationship hinges on maintaining and growing the current culture of cooperation and open communication. The Town's and County's shared efforts began several decades ago with the creation of an innovative growth management philosophy and has expanded into other areas including shared facilities (Berryville-Clarke County Government Center) and shared economic development and tourism efforts. These efforts have not gone unnoticed as jurisdictions across the Commonwealth have looked to our successes as models to be replicated in their own communities.

By continuing to work jointly to identify and develop lands around the Town to accommodate future growth, by combining efforts to ensure that public infrastructure and services are planned and provided for future residents and businesses, and by striving to find creative approaches to solve future challenges, Berryville and Clarke County will continue to be a vibrant and prosperous community offering a high quality lifestyle.

MAP 4 -- Berryville Area Plan Land Uses (2015)



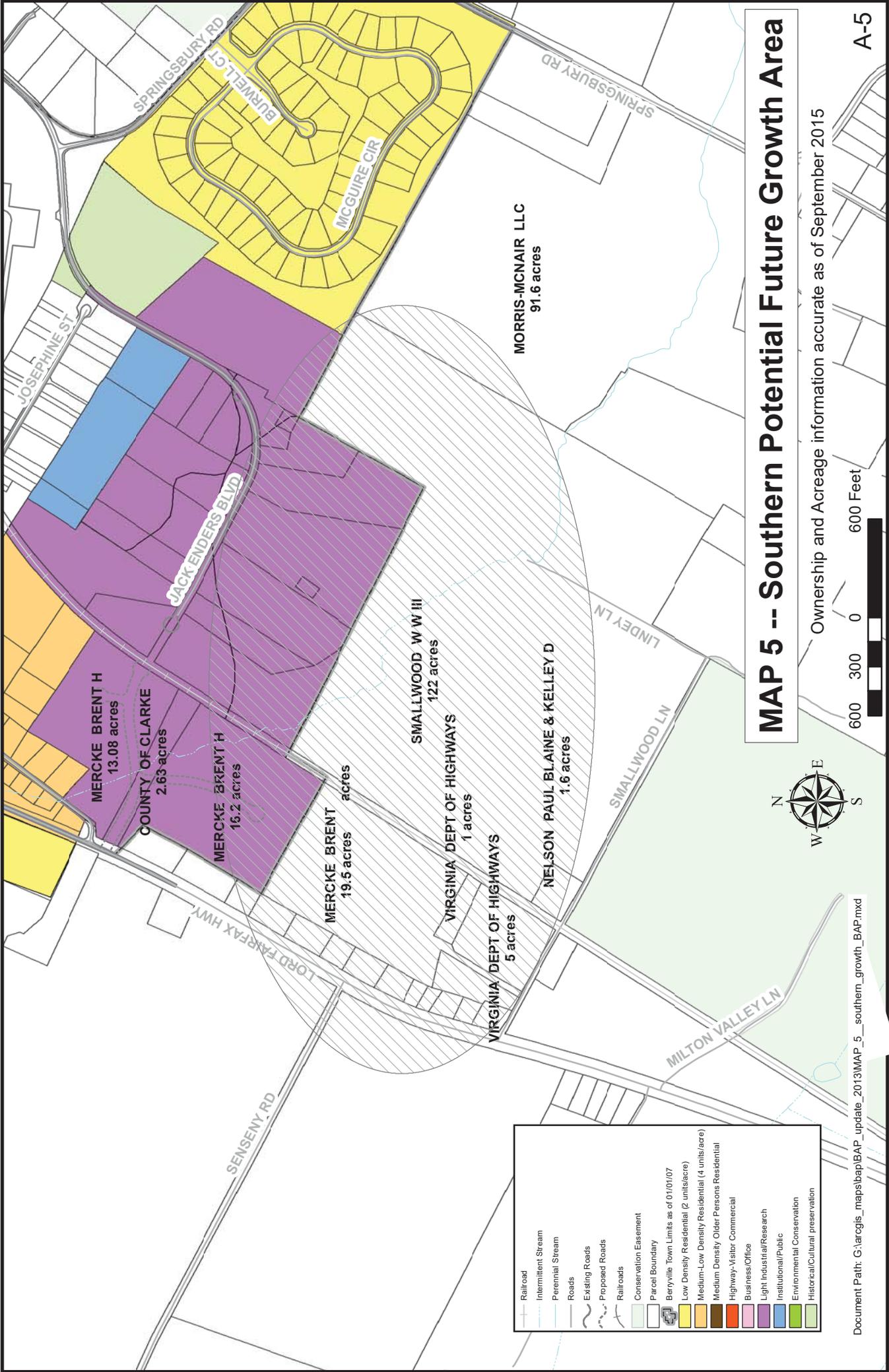
	Existing Roads
	Proposed Roads
	Railroads
	Berryville Town Limits as of 01/01/07
	Low Density Residential (2 units/acre)
	Medium-Low Density Residential (4 units/acre)
	Medium Density Older Persons Residential
	Highway-Visitor Commercial
	Business/Office
	Light Industrial/Research
	Institutional/Public
	Environmental Conservation
	Historical/Cultural Preservation



0 1,000 2,000 Feet



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MAP 5 -- Southern Potential Future Growth Area

Ownership and Acreage information accurate as of September 2015



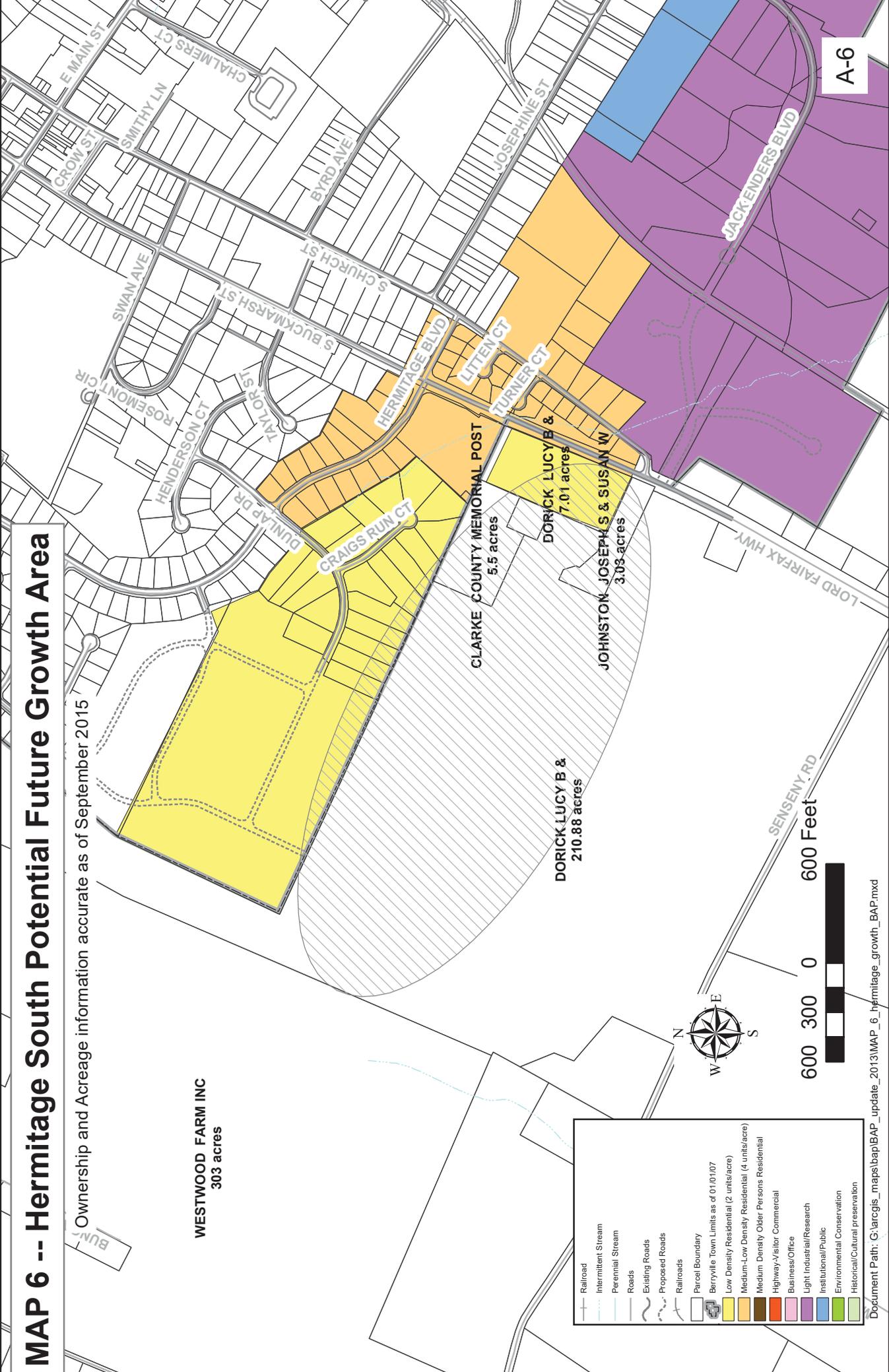
	Railroad
	Intermittent Stream
	Perennial Stream
	Roads
	Existing Roads
	Proposed Roads
	Railroads
	Conservation Easement
	Parcel Boundary
	Berryville Town Limits as of 01/01/07
	Low Density Residential (2 units/acre)
	Medium-Low Density Residential (4 units/acre)
	Medium Density Older Persons Residential
	Highway-Visitor Commercial
	Business/Office
	Light Industrial/Research
	Institutional/Public
	Environmental Conservation
	Historical/Cultural preservation

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MAP 6 -- Hermitage South Potential Future Growth Area

Ownership and Acreage information accurate as of September 2015

WESTWOOD FARM INC
303 acres



	Railroad
	Intermittent Stream
	Perennial Stream
	Roads
	Existing Roads
	Proposed Roads
	Railroads
	Parcel Boundary
	Berryville Town Limits as of 01/01/07
	Low Density Residential (2 units/acre)
	Medium-Low Density Residential (4 units/acre)
	Medium Density Older Persons Residential
	Highway-Visitor Commercial
	Business/Office
	Light Industrial/Research
	Institutional/Public
	Environmental Conservation
	Historical/Cultural preservation



600 300 0 600 Feet

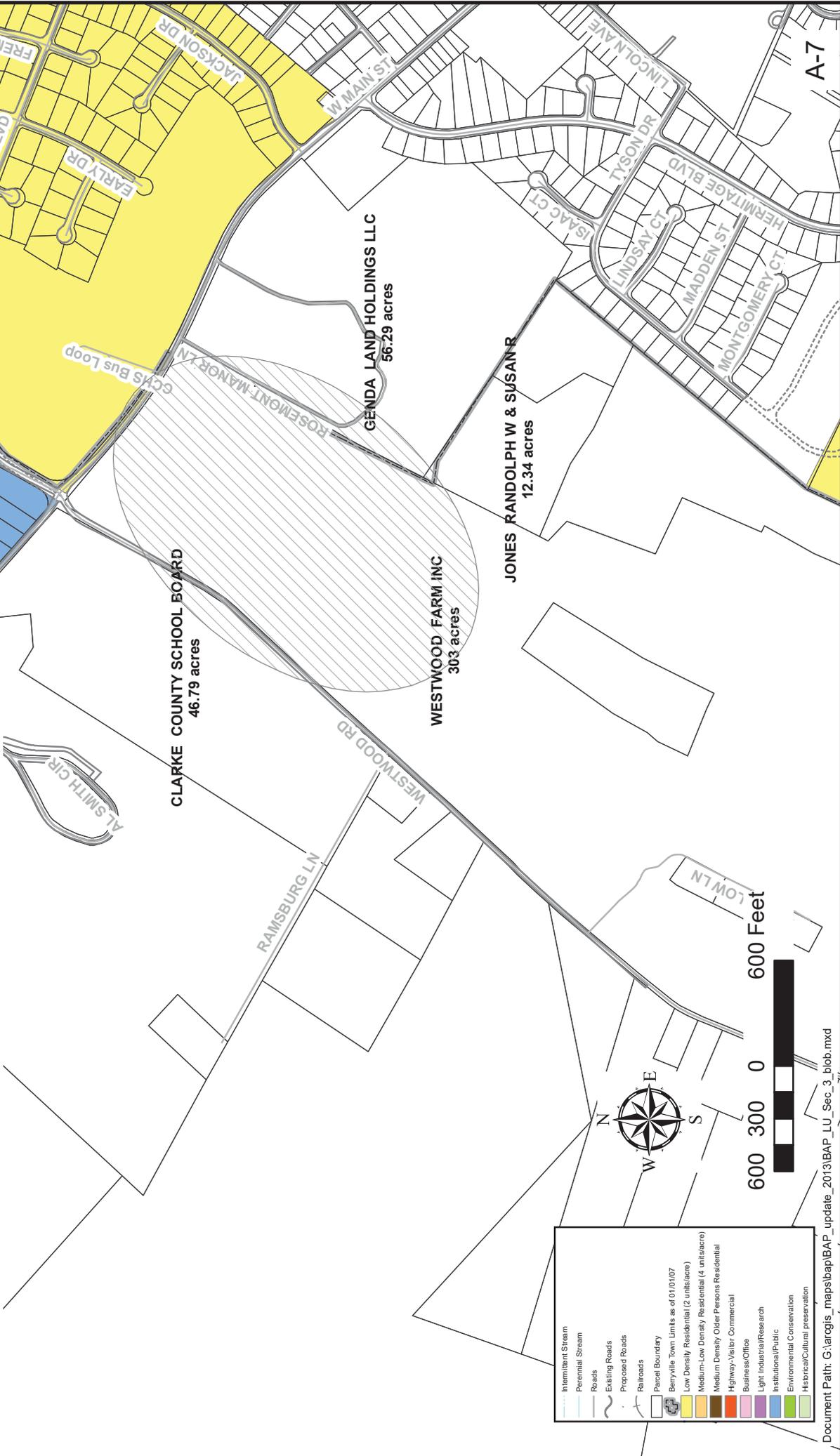


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MAP 7 -- Western Potential Future Growth Area

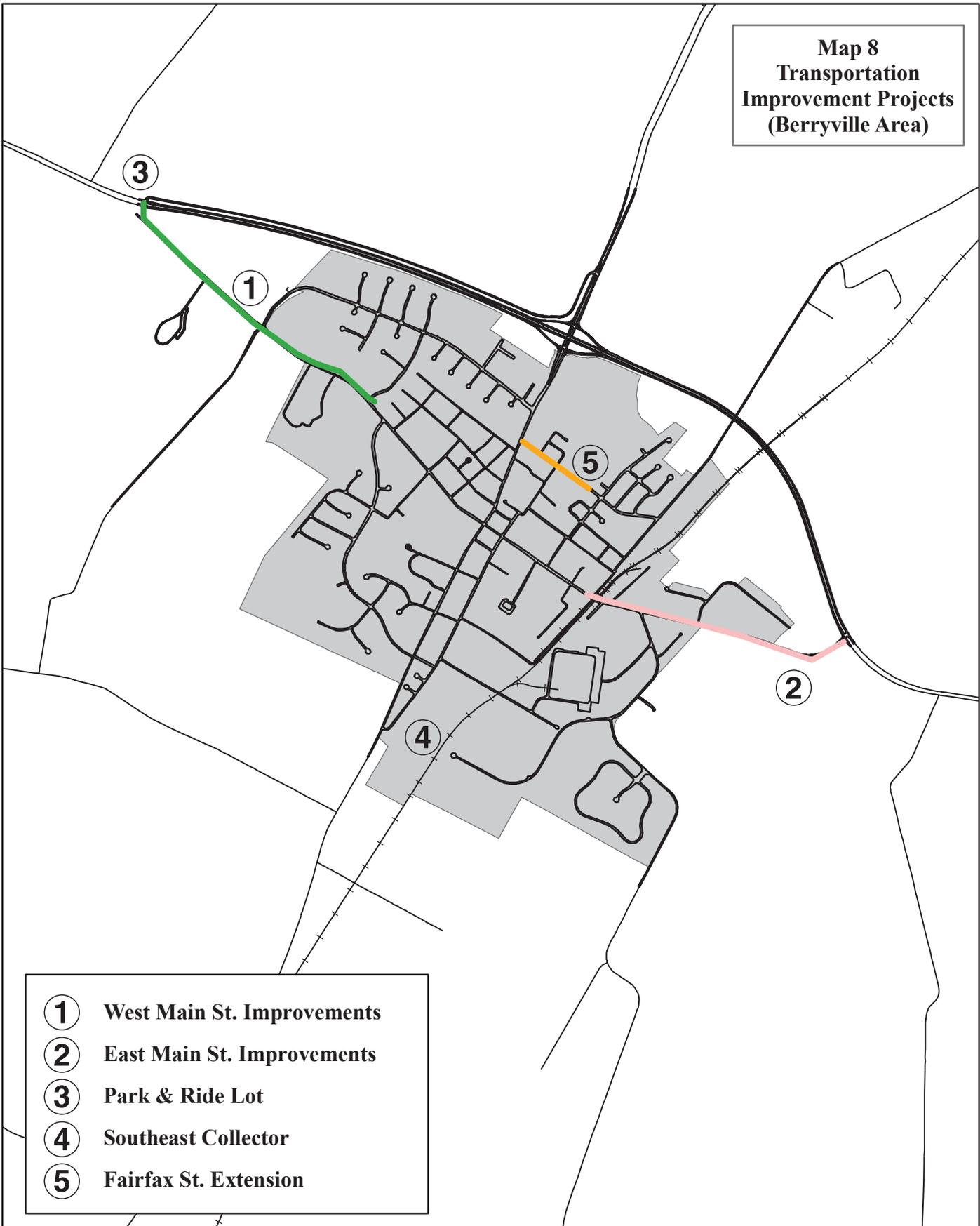
Ownership and Acreage information accurate as of September 2015



	Intermittent Stream
	Perennial Stream
	Roads
	Existing Roads
	Proposed Roads
	Railroads
	Parcel Boundary
	Berryville Town Units as of 01/01/07
	Low Density Residential (2 units/acre)
	Medium-Low Density Residential (4 units/acre)
	Medium Density Older Persons Residential
	Highway-Visitor Commercial
	Business/Office
	Light Industrial/Research
	Institutional/Public
	Environmental Conservation
	Historical/Cultural preservation

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**Map 8
Transportation
Improvement Projects
(Berryville Area)**



- 1** West Main St. Improvements
- 2** East Main St. Improvements
- 3** Park & Ride Lot
- 4** Southeast Collector
- 5** Fairfax St. Extension



Legend

- Incorporated Town
- Railroads
- State Roads

1 Planned Improvement Project
(See Chapter 1 text for project descriptions)

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TABLE 12 -- FUTURE LAND USE TABLE AND PROJECTED DEVELOPMENT YIELDS

Sub Area	Title	Planned Land Use	Residential Types	Planned Density	Original Area (acres)	Approx. Area (acres)	Original Yield	Revised Yield (2015)	Res. Units Used (2015) ⁶	Remaining Res. Units ⁶	Unbuilt Res. Units ⁶
1	Western Gateway	Institutional ¹	SFD, SFA, MF/OPR	n/a ¹	23	16.6	n/a ¹	n/a ¹	0	n/a ¹	n/a ¹
2	Fairgrounds	Institutional ¹	SFD, SFA, MF/OPR	n/a ¹	55	58.9	n/a ¹	n/a ¹	0	n/a ¹	n/a ¹
3	CCHS/Battlefield Estates South	Low-Density Res.	SFD	2 RU/AC	87	84.4	143	same	73	71	1
4	Battlefield Estates North	Low-Density Res.	SFD	2 RU/AC	61	50.1	80	same	63	18	7
5	Battlefield Estates East	Med-Low Density Res.	SFD	4 RU/AC	22	30.8	62	same	58	0	4
6	Battlefield Estates Business	Business/Office	n/a	0.3 FAR	10	15.95	95,000 SF/GLA	same	n/a	n/a	n/a
6A	Mosby Flexible Residential Area	Med-Density OPR	SFD, SFA, MF/OPR	n/a ²	18	19.2	300 (max 120 multi-family)	see note ⁸	3	n/a ²	n/a ²
7	Northern Gateway/Mosby Highway Commercial	Highway-Visitor Comm.	n/a	0.3 FAR	22	23.1	200,000 SF/GLA	same	n/a	n/a	n/a
8	Green Hill Cemetery (REMOVED)	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
9	Northern Residential Growth Area	Low-Density Res.	SFD	2 RU/AC	33	41.7	54	54	54	0	54
10	First Street Residential Area	Low-Density Res.	SFD	2 RU/AC	36	9.5	51	6	0	6	6
11	Soldiers Rest Preservation Area	Limited Residential	SFD	1 RU/10 AC	14	13.8	1	same	1	0	0
12A	First Street Conservation Area	Limited Residential	SFD	1 RU/10 AC	22	26.3	2	0	0	0	0
12B	First Street Light Industrial Area	Light Industrial	n/a	0.3 FAR	8	6.5	75,000 SF/GLA	same	n/a	n/a	n/a
13	Buckmarsh Run Conservation Area	Limited Residential	SFD	1 RU/10 AC	29	32	2	3	0	3	3
14	Northeast Residential Transition Area	Med-Low Density Res.	SFD	4 RU/AC	8	7.2	n/a ⁴	28	0	28	0
15	Northeastern Residential Growth Area	Low-Density Res.	SFD	2 RU/AC	52	63.1	81	same ⁷	0	81	0
16	Bel Voi Preservation Area	Limited Residential	SFD	1 RU/10 AC	13	8.9	1	same	1	0	0
17	Eastern Gateway	Low-Density Res.	SFD	2 RU/AC	16	15.1	25	same	0	25	0
18	Berryville Glen	Low-Density Res.	SFD	2 RU/AC	73	75.1	116	same	45	45	26
19A	Jack Enders Blvd. East Light Industrial Area	Light Industrial	n/a	0.3 FAR	12	12.57	110,000 SF/GLA	same	n/a	n/a	n/a
19B	Dandridge Acres Preservation Area	Limited Residential	SFD	1 RU/10 AC	12	10	1	same	1	0	0
20	Johnson-Williams Institutional Area	Institutional ¹	SFD, SFA, MF/OPR	n/a ¹	10	10.3	n/a ¹	same	40 ³	n/a ¹	n/a ¹
21	Clarke County Business Park ⁵	Light Ind./Research	n/a	0.3 FAR	73	73.6	668,000 SF/GLA	same	n/a	n/a	n/a

TABLE 12 -- FUTURE LAND USE TABLE AND PROJECTED DEVELOPMENT YIELDS

Sub Area	Title	Planned Land Use	Residential Types	Planned Density	Original Area (acres)	Approx. Area (acres)	Original Yield	Revised Yield (2015)	Res. Units Used (2015) ⁶	Remaining Res. Units ⁶	Unbuilt Res. Units ⁶
22	South Church St. Residential Area	Med-Low Density Res.	SFD	4 RU/AC	20	19	35	same	4	31	0
23	Craig's Run Light Industrial Area	Light Industrial	n/a	0.3 FAR	32	32.2	290,000 SF/GLA	same	n/a	n/a	n/a
24	Southgate/Northern Portion (REMOVED)									3	
25	Southgate Residential Area	Med-Low Density Res.	SFD	4 RU/AC	3	4.7	8	7	4	3	3
26	Hermitage Blvd. Residential Area	Med-Low Density Res.	SFD	4 RU/AC	11	38.6	25	38	38	0	0
27A	Hermitage Residential Growth Area	Low-Density Res.	SFD	2 RU/AC	57	34.4	91	same	0	55	36
27B	Southern Gateway Residential Growth Area	Low-Density Res.	SFD	2 RU/AC	7	7	14	same	0	14	0

¹ The Institutional Planning Designation recommends housing for low to moderate income, elderly, and handicapped individuals. Density is driven by the zoning district classification assigned to the parcel.

² Density of Older Persons Residential is to be determined by site plan for specific projects.

³ Existing Johnson-Williams Apartments contains 40 residential units

⁴ Sub-Area 14 was originally listed as Sub-Area 14A and recommended for Light Industrial Uses

⁵ Sub-Area 21 (Clarke County Business Park) is composed of original Sub-Areas 19A, 19D, 21A, and 21B.

⁶ Residential units used refers to the number of units constructed and to be subtracted from the total yield. Accurate as of April 2016.

Remaining residential units refers to units remaining from the total yield that have not been assigned to a future development via plat or plan approval.

Unbuilt residential units refers to units that have been approved by the governing body via subdivision plat or site plan but have not been developed.

⁷ Sub-Area 15 may be a candidate for additional density at 4 units/acre with additional units taken from the total number of unused units in the Annexation Area.

⁸ Sub-Area 6A includes an alternate design option allowing a maximum of 50 units to be developed under the Attached Residential (AR) zoning district.

SFD: Single-family detached residential

SFA: Single-family attached residential (duplex, triplex, quadplex, townhouse)

MF/OPR: Multi-family older persons residential (apartments, condominiums)

RU: Residential unit

AC: Acre

Potential Sub-Areas with unused residential units that could be re-allocated to other Sub-Areas subject to Plan recommendations.

Budget Development Process



Basis for Budgeting

The accounts of the Town are organized on the basis of funds, each of which is considered to be a separate accounting entity. The Town budgets for the General Fund using the modified accrual basis of accounting consistent with Generally Accepted Accounting Principles (GAAP) for purposes of financial statement presentation in the Town's audited financial statements. Under this method, revenues are recognized in the period they become measurable and available to finance expenditures of the period, and expenditures are recorded when incurred with the exception of principal and interest on long-term debt, which are recorded when due. Intergovernmental revenues (primarily grants), which are received as reimbursement for specific purposes or projects, are recognized when the related expenditures are recorded. Intergovernmental revenues that are unrestricted as to purpose and rescinded only for failure to meet prescribed compliance requirements are reflected as revenues at the time of receipt or earlier if availability criterion is met.

The Town budgets for the Water and Sewer Funds (enterprise) using the accrual basis of accounting consistent with GAAP (except as otherwise stated below). Under the accrual basis of accounting, revenues are recognized when earned and expenses are recognized at the time liabilities are incurred. However, for purposes of budget presentation, exceptions to the accrual basis of accounting are as follows:

- Depreciation is not budgeted;
- Capital outlays are budgeted as expenditures in the year purchased, rather than recorded as fixed assets and capitalized based on their useful lives (excluding land and construction-in-progress);
- Principal payments are shown as uses of funds (expenditures) rather than reductions of the liability;
- Proceeds from the issuance of debt are considered to be revenues, not an increase in liabilities;
- Grants obtained for the construction of assets are considered to be revenues, not capital contributions;
- Proceeds from the sale of assets are recognized as revenue; however, the related gain or loss is not; and
- Compensated absences are not considered to be expenditures until paid

Working capital, rather than net assets, is used to represent fund balance in the enterprise funds. Working capital is generally defined as the difference between current assets (e.g., cash and receivables) and current liabilities (e.g., accounts payable), excluding the current portion of principal and interest due, and provides a better comparative analysis of fund reserves for budget purposes than does the presentation of net assets as presented in the audited financial statements. Additionally, budgeting capital outlay as an expenditure for budgetary purposes allows the proposed capital purchases to be reviewed and authorized by the Town Council each year.

Budget Process Overview

The Town of Berryville's budget is developed on an annual basis for each of the Town's funds. The Town's budgeted revenues are presented by activity while the budgeted expenditures are presented by departmental services areas. The Town Treasurer is responsible for estimating budgeted revenues. Department heads are responsible for providing expenditure estimates for their departments. Department heads should provide estimates for personnel, operating, and capital outlay expenditures. Justification should be provided for all requests for additional personnel and all capital expenditure requests. Any operating expenditure requests varying from the previous year should also be justified. The department heads submit all expenditure requests to the Town Treasurer, who reviews and compiles the requests. The Town Treasurer presents the draft proposed budget to the Town Manager, and additional meetings are held among department heads, the Town Treasurer, and the Town Manager as necessary. Budget work sessions are held with the Budget and Finance Committee to discuss the proposed budget.

Each year, the Town Manager submits to the Town Council the annual proposed budget. The budget presentation contains the following information:

- a) Budget Highlights from the Town Treasurer discussing the proposed financial plan for the next fiscal year for the Town of Berryville.
- b) Proposed capital, operations and maintenance, and debt service expenditures by program and type of expenditure for the budget year, along with a comparison to estimated expenditures for the current year and actual expenditures for the previous year.
- c) Proposed receipts, by source, for the budget year, along with a comparison to estimated receipts for the current year and actual receipts for the prior year.

After budget work sessions are held with the Town Council, public notification and hearings are conducted in accordance with the *Code of Virginia* (the Code). Based on comments from the public, additional work sessions may be warranted. The budget will be adopted by the Town Council no later than June 30 of a given year.

Roles and Responsibilities

It is the responsibility of the Town Manager, in his/her role, to prepare and present the Town's annual budget to the Budget and Finance Committee for approval. The Budget and Finance Committee reviews, and, if necessary, revises the proposed budget. The Budget and Finance Committee ensures that the proposed budget adequately addresses the priorities of the Town. The Budget and Finance Committee approves the proposed budget and submit it for adoption by the Town Council. The Town Council has final responsibility for adopting the budget and for making the necessary appropriations.

Budget control and monitoring is maintained at the departmental level. On a monthly basis, the Town Treasurer prepares summary reports that compare actual revenues and expenditures to budgeted amounts. These reports are sent to the Town Council. Additionally, these reports are provided to the Town Manager and department heads to assist them in managing the day-to-day operations of the Town.

BUDGET DEVELOPMENT PROCESS

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

Budget Modification and Amendment

Because the budget is an estimate, situations inevitably arise when it will be necessary to amend the budget. Generally, an appropriation can be increased or created by:

- Transferring from the unexpended balance of another appropriation;
- Transferring from appropriation for contingencies; or
- Appropriating unreserved fund balance or unanticipated revenues

Using the contingency appropriation does not increase the original budget but reallocates the funding. Allocation of contingency reserves requires the approval of the Town Manager.

In certain instances, budget appropriations may be amended after original budget adoption. All budget amendments (i.e., appropriation of unreserved fund balance or unanticipated revenue) require Town Council approval. Specific legal authority for budget modification to increase the original budget is contained in the Code. Per Section 15.2-2507A of the Code, “any amendment that exceeds the lesser of 1% of the adopted budget or \$500,000 must follow the same notice, public hearing and approval procedures as the initial budget itself, except that it may be adopted at the same meeting as the public hearing.”

Berryville Contingency Policy

DRAFT

Under Council Review

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.
- Employer VRS increased 9.95%
- TOTAL BUDGET decrease of 3.01%

GENERAL FUND

- Increase in Maintenance & Operational Expenses of 1.54%
- Blight Abatement
- Overlap in Utility Clerk position
- Debt Service deposits to RDA Debt Service Reserve Fund end 5-18
- Contingency is 3.02% of the Operating Budget
- General Fund total increase of 6.58%

WATER FUND

- Decrease in Maintenance & Operational Expenses of .81%
- 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 10.01%
- Debt service reflects payment to VRA
- Contingency is 3% of the Operating Budget
- Sewer Fund total decrease of 10.36%

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**BERRYVILLE TOWN COUNCIL
PUBLIC HEARING NOTICE**

The Berryville Town Council will hold the following public hearing at 7:30 p.m., or as soon after as this matter may be heard, on **Tuesday, May 8, 2018**, in the Main Meeting Room, Second Floor, of the Berryville/Clarke County Government Center, 101 Chalmers Court, Berryville, Virginia to consider the following:

Proposed Fiscal Year 2018-2019 Budget as follows:

<u>Resources and Revenues</u>	AMENDED FY 17-18	REQUESTED FY 18-19
GENERAL FUND		
Fund Balance	\$ 75,000.00	\$ 182,750.00
Revenue from Local Sources	\$ 2,516,125.00	\$ 2,638,600.00
Revenue from State Sources	\$ 924,883.00	\$ 938,162.00
Revenue from Other Sources	\$ 1,000.00	\$ 1,000.00
Total	\$ 3,517,008.00	\$ 3,760,512.00
WATER FUND		
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
Total	\$ 1,452,815.00	\$ 1,222,160.00
SEWER FUND		
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
Total	\$ 2,048,820.00	\$ 1,836,535.00
TOTAL RESOURCES AND REVENUES	\$ 7,018,643.00	\$ 6,819,207.00

Expenses and Reserves

GENERAL FUND		
Maintenance and Operational	\$ 3,162,435.00	\$ 3,211,245.00
Debt Service	\$ 132,611.30	\$ 121,476.00
Capital Reserves and Expenses	\$ 102,200.00	\$ 330,750.00
Contingency	\$ 119,761.70	\$ 97,041.00
Total	\$ 3,517,008.00	\$ 3,760,512.00
WATER FUND		
Maintenance and Operational	\$ 706,045.00	\$ 700,315.00
Debt Service		
Capital Reserves and Expenses	\$ 712,045.00	\$ 500,845.00

Contingency	\$	34,725.00	\$	21,000.00
Total	\$	1,452,815.00	\$	1,222,160.00
SEWER FUND				
Maintenance and Operational	\$	941,020.00	\$	1,035,260.00
Debt Service	\$	470,000.00	\$	470,000.00
Capital Reserves and Expenses	\$	591,250.00	\$	300,225.00
Contingency	\$	46,550.00	\$	31,050.00
Total	\$	2,048,820.00	\$	1,836,535.00
TOTAL EXPENSES AND RESERVES	\$	7,018,643.00	\$	6,819,207.00

Copies of the full proposed budget may be examined at the Berryville Business Office, Berryville Clarke County Government Center, 101 Chalmers Court, Berryville, Virginia during regular business hours. Additional information may be obtained by calling Assistant Town Manager/Treasurer Desiree Moreland at 540-955-1099.

Any person desiring to be heard regarding the above matters should appear at the appointed time and place. Written copies of statements at public hearings are requested but not required.

The Town of Berryville does not discriminate against disabled people in admission or access to its programs and activities. Accommodations will be made for disabled people upon prior request.

By order of the Town Council
Keith R. Dalton, Town Manager

Consolidated Financial Schedules



OVERVIEW OF REVENUES

General Fund Revenues	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2019 Proposed	\$ Change	% Change
General Property Taxes	1,165,459	1,316,194	1,356,375	1,324,375	1,361,850	37,475	2.83%
Other Local Taxes	934,720	983,615	1,066,288	1,024,500	1,064,500	40,000	3.90%
Permits and Licenses	30,965	34,745	29,599	10,500	10,750	250	2.38%
Fines and Forfeitures	35,352	23,936	33,319	24,000	29,000	5,000	20.83%
Use of Money and Property	98,699	88,845	114,433	110,750	136,500	25,750	23.25%
Charges for Services	34,918	31,273	66,337	12,000	14,000	2,000	16.67%
Miscellaneous	34,702	43,129	155,666	11,000	11,000	-	0.00%
State Revenues	884,506	908,185	934,444	924,883	938,162	13,279	1.44%
Federal revenues	16,887	6,058	9,467			-	0.00%
Other Funding Sources (Fund Balance)				75,000	182,750	107,750	143.67%
Total General Fund Revenues	3,236,208	3,435,980	3,765,928	3,517,008	3,748,512	231,504	6.58%
Public Utilities Funds Revenues							
Use of Money and Property				12,000	21,000	9,000	75.00%
Charges for Services	2,893,279	3,440,775	3,366,746	2,969,635	2,722,695	(246,940)	-8.32%
Other Funding Sources (Fund Balance)				520,000	315,000	(205,000)	-39.42%
Total Public Utility Funds Revenues	2,893,279	3,440,775	3,366,746	3,501,635	3,058,695	(442,940)	-12.65%
Total Revenues	6,129,487	6,876,755	7,132,674	7,018,643	6,807,207	(211,436)	-3.01%

OVERVIEW OF EXPENDITURES

	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019		
General Fund Expenditures	Actual	Actual	Actual	Budget	Proposed	\$ Change	% Change
General Government Administration	819,437	795,715	809,484	1,100,730	1,138,095	37,365	3.39%
Public Safety	675,521	688,324	672,520	732,150	746,445	14,295	1.95%
Public Works	1,245,952	1,054,750	1,159,153	1,181,700	1,153,880	(27,820)	-2.35%
Parks and Recreation	10,222	8,228	13,757	12,450	12,500	50	0.40%
Planning and Community Development	149,509	186,298	133,847	146,540	151,375	4,835	3.30%
Capital Outlay	15,050	39,312	55,076	102,200	330,750	228,550	223.63%
Contingency	87,153	65,676	9,886	119,762	93,991	(25,771)	-21.52%
Debt Service	121,476	121,476	121,476	121,476	121,476	-	0.00%
Total General Fund Expenditures	3,124,320	2,959,779	2,975,199	3,517,008	3,748,512	231,504	6.58%
Public Utilities Funds Expenditures							
General Administration	81,347	87,064	95,666	99,200	120,100	20,900	21.07%
Supply Purification	283,880	277,179	227,751	393,600	366,175	(27,425)	-6.97%
Transmission and Distribution	175,149	184,113	202,481	186,145	193,045	6,900	3.71%
Wastewater Treatment	534,998	559,245	686,330	673,520	731,250	57,730	8.57%
Maintenance of Sewer Lines	101,627	122,078	111,656	118,020	121,130	3,110	2.64%
Fringe Benefits	162,629	137,065	190,511	176,580	198,585	22,005	12.46%
Capital Outlay				1,303,295	806,495	(496,800)	-38.12%
Depreciation	340,832	696,382	1,062,167			-	0.00%
Contingency	14,801	9,855	13,356	81,275	51,915	(29,360)	-36.12%
Debt Service				470,000	470,000	-	0.00%
Total Public Utility Funds Expenditures	1,695,263	2,072,981	2,589,918	3,501,635	3,058,695	(442,940)	-12.65%
Total Expenditures	4,819,583	5,032,760	5,565,117	7,018,643	6,807,207	(211,436)	-3.01%

Debt Service Summary

Pursuant to the Town Charter and the Code of Virginia, the Town is authorized to issue general obligation bonds; however, State law limits the amount of outstanding debt to ten percent of the assessed value or real estate subject to taxation. The computation of the Town's legal debt margin as of June 30, 2017 is as follows:

Assessed value of Real Property, January 1, 2017:	\$492,344,100
Debt Limit: Ten Percent (10%) of Assessed Value:	\$ 49,234,410
Lease Revenue Bond:	\$ 2,083,205
General Obligation Bonds:	\$ 9,635,000
 Legal Debt Margin:	 \$ 37,516,205

Long Term Debt Service Schedule

	<u>Balance</u> <u>July 1, 2016</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance</u> <u>June 30, 2017</u>	<u>Amounts</u> <u>Due Within</u> <u>One Year</u>
Governmental Activities Obligations:					
Lease revenue bond	\$ 2,117,968	\$ -	\$ 34,763	\$ 2,083,205	\$ 36,225
Net pension liability	287,904	341,651	278,851	350,704	-
Compensated absences	186,323	4,017	-	190,340	-
Total Governmental Activities Obligations	\$ 2,592,195	\$ 345,668	\$ 313,614	\$ 2,624,249	\$ 36,225
Business-type Activities Obligations:					
General obligation bonds	\$ 10,105,000	\$ -	\$ 470,000	\$ 9,635,000	\$ 470,000
Net pension liability	150,432	182,144	147,438	185,138	-
Compensated absences	50,776	-	349	50,427	-
Total Business-type Activities Obligations	\$ 10,306,208	\$ 182,144	\$ 617,787	\$ 9,870,565	\$ 470,000
Total Long-term Obligations	\$ 12,898,403	\$ 527,812	\$ 931,401	\$ 12,494,814	\$ 506,225

Annual requirements to amortize the Town's long-term obligations are as follows:

Year Ending June 30,	<u>Governmental Activities</u> <u>Obligations</u>		<u>Business-type Activities</u> <u>Obligations</u>	
	<u>Lease</u> <u>Revenue Bond</u>		<u>General</u> <u>Obligation Bonds</u>	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2018	\$ 36,225	\$ 85,251	\$ 470,000	\$ -
2019	37,748	83,728	470,000	-
2020	39,335	82,141	470,000	-
2021	40,988	80,488	470,000	-
2022	42,711	78,765	470,000	-
2023-2027	242,048	365,332	2,350,000	-
2028-2032	297,386	309,994	2,350,000	-
2033-2037	365,375	242,005	2,350,000	-
2038-2042	448,910	158,470	235,000	-
2043-2047	532,479	55,868	-	-
Total	\$ 2,083,205	\$ 1,542,042	\$ 9,635,000	\$ -

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Approved Budget



FY 18-19 BUDGET REVENUES

Account Number	Account Description	9/12/2017 AMENDED 2017-2018	6/12/2018 APPROVED 2018-2019
GENERAL FUND			
FUND BALANCE			
100-3000000-0000	FUND BALANCE FORWARD	\$ 75,000.00	\$ 182,750.00
	TOTAL FUND BALANCE	\$ 75,000.00	\$ 182,750.00
REVENUE FROM LOCAL SOURCES			
100-3110101-0000	CURRENT REAL ESTATE TAXES	\$ 900,000.00	\$ 922,000.00
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
	TOTAL REV FROM LOCAL SOURCES	\$ 1,324,375.00	\$ 1,373,850.00
OTHER LOCAL TAXES			
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
	TOTAL OTHER LOCAL TAXES	\$ 1,024,500.00	\$ 1,064,500.00
PERMITS, FEES & LICENSES			
100-3130304-0000	LAND USE APPLICATION FEES	\$ 500.00	\$ 750.00
100-3130307-0000	ZONING & SUBDIVISION FEES	\$ 10,000.00	\$ 10,000.00
	TOTAL PERMITS, FEES & LICENSES	\$ 10,500.00	\$ 10,750.00
FINES & FORFEITURES			
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
	TOTAL FINES & FORFEITURES	\$ 24,000.00	\$ 29,000.00
REVENUE FROM MONEY OR PROP			
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

Account Number	Account Description	9/12/2017 AMENDED 2017-2018	6/12/2018 APPROVED 2018-2019
TOTAL FROM MONEY OR PROP		\$ 110,750.00	\$ 136,500.00
CHARGES FOR SERVICES			
100-3160703-0000	PARKING METERS	\$ 12,000.00	\$ 14,000.00
100-3161502-0000	SALE OF PUBLICATIONS	\$ -	\$ -
TOTAL CHARGES FOR SERVICES		\$ 12,000.00	\$ 14,000.00
MISCELLANEOUS REVENUES			
100-3189905-0000	SALE OF SURPLUS	\$ 5,000.00	\$ 5,000.00
TOTAL MISC REVENUES		\$ 5,000.00	\$ 5,000.00
RECOVERED COSTS			
100-3190203-0000	REIMBURSABLE FEES	\$ 5,000.00	\$ 5,000.00
TOTAL RECOVERED COSTS		\$ 5,000.00	\$ 5,000.00
TOTAL LOCAL REVENUES		\$ 2,591,125.00	\$ 2,821,350.00

REVENUE FROM THE COMMONWEALTH			
NON-CATEGORICAL AID			
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
TOTAL NON-CATEGORICAL AID		\$ 301,917.00	\$ 301,767.00
CATEGORICAL AID			
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
TOTAL CATEGORICAL AID		\$ 622,966.00	\$ 636,395.00
TOTAL FROM THE COMMONWEALTH		\$ 924,883.00	\$ 938,162.00

REVENUE FROM THE FEDERAL GOVERNMENT			
CATEGORICAL AID			
100-3340102-0000	FEDERAL FIRE FUND PROGRAM	\$ -	\$ -
100-3340311-0000	FEDERAL EMERGENCY R&R	\$ -	\$ -

Account Number	Account Description	9/12/2017 AMENDED 2017-2018	6/12/2018 APPROVED 2018-2019
	TOTAL CATEGORICAL AID	\$ -	\$ -
TOTAL FROM FEDERAL GOVERNMENT		\$ -	\$ -
REVENUE FROM OTHER SOURCES			
NON-REVENUE RECEIPTS			
100-3410201-0000	MISCELLANEOUS REVENUES	\$ 1,000.00	\$ 1,000.00
	TOTAL FROM OTHER SOURCES	\$ 1,000.00	\$ 1,000.00
TOTAL FROM OTHER SOURCES		\$ 1,000.00	\$ 1,000.00
TOTAL GENERAL FUND REVENUES		\$ 3,517,008.00	\$ 3,760,512.00
WATER FUND			
FUND BALANCE			
501-3000000-0000	FUND BALANCE	\$ 485,000.00	\$ 300,000.00
	TOTAL FUND BALANCE	\$ 485,000.00	\$ 300,000.00
REVENUE FROM MONEY OR PROP			
501-3150102-0000	INTEREST ON INVESTMENTS	\$ 4,000.00	\$ 6,000.00
	TOTAL FROM USE OF MONEY OR PROP	\$ 4,000.00	\$ 6,000.00
CHARGES FOR SERVICES			
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
	TOTAL CHARGES FOR SERVICES	\$ 963,815.00	\$ 916,160.00
TOTAL WATER FUND		\$ 1,452,815.00	\$ 1,222,160.00
SEWER FUND			
FUND BALANCE			
502-3000000-0000	FUND BALANCE	\$ 35,000.00	\$ 15,000.00

Account Number	Account Description	9/12/2017 AMENDED 2017-2018	6/12/2018 APPROVED 2018-2019
TOTAL FUND BALANCE		\$ 35,000.00	\$ 15,000.00
REVENUE FROM MONEY OR PROP			
502-3150101-0000	INTEREST INCOME	\$ 8,000.00	\$ 15,000.00
TOTAL REVENUE FROM MONEY OR PROP		\$ 8,000.00	\$ 15,000.00
CHARGES FOR SERVICES			
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
TOTAL CHARGES FOR SERVICES		\$ 2,002,820.00	\$ 1,805,035.00
REVENUE FROM OTHER SOURCES			
NON-REVENUE RECEIPTS			
502-3410401-0000	VRA LOAN	\$ -	\$ -
502-3410402-0000	WQIF Grant	\$ -	\$ -
502-3410404-0000	NUTRIENT CREDIT REBATE	\$ 3,000.00	\$ 1,500.00
TOTAL NON-REVENUE RECEIPTS		\$ 3,000.00	\$ 1,500.00
TOTAL FROM OTHER SOURCES		\$ 3,000.00	\$ 1,500.00
TOTAL SEWER FUND		\$ 2,048,820.00	\$ 1,836,535.00
		230000	
TOTAL REVENUES ALL FUNDS		\$ 7,018,643.00	\$ 6,819,207.00

FY 17-18 BUDGET EXPENSES			
Account Number	Account Description	AMENDED 2017-2018	REQUESTED 2018-2019
GENERAL FUND			
TOWN COUNCIL			
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	\$ -	\$ -
TOTAL TOWN COUNCIL		\$ 27,350.00	\$ 29,750.00
TOWN CLERK			

Account Number	Account Description		9/12/2017 AMENDED 2017-2018		6/12/2018 APPROVED 2018-2019
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
	TOTAL TOWN CLERK	\$	51,950.00	\$	49,900.00
	TOWN MANAGER				
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
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
	TOTAL TOWN MANAGER	\$	169,300.00	\$	162,800.00
	LEGAL SERVICES				
100-4012210-3150	PROFESSIONAL SERVICES	\$	35,000.00	\$	35,000.00
	TOTAL LEGAL SERVICES	\$	35,000.00	\$	35,000.00
	PERSONNEL				
100-4012220-2100	SOCIAL SECURITY	\$	-	\$	-
100-4012220-2210	VRS	\$	110,380.00	\$	129,500.00
100-4012220-2220	VMLIP - STD	\$	600.00	\$	640.00
100-4012220-2230	VMLIP - LTD	\$	5,400.00	\$	5,750.00
100-4012220-2250	Line of Duty Act	\$	4,500.00	\$	4,775.00
100-4012220-2300	HEALTH INSURANCE	\$	165,000.00	\$	187,500.00
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
	TOTAL PERSONNEL	\$	315,940.00	\$	361,545.00
	INDEPENDENT AUDITOR				
100-4012240-3120	CONTRACTUAL SERVICES	\$	15,150.00	\$	15,450.00
	TOTAL INDEPENDENT AUDITOR	\$	15,150.00	\$	15,450.00
	TOWN TREASURER				
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	\$	-

Account Number	Account Description	9/12/2017 AMENDED 2017-2018	6/12/2018 APPROVED 2018-2019
100-4012410-6020	CIGARETTE TAX STAMPS	\$ 6,000.00	\$ 6,000.00
	TOTAL TOWN TREASURER	\$ 108,955.00	\$ 113,680.00
	FINANCE/ACCOUNTING		
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
	TOTAL FINANCE/ACCOUNTING	\$ 109,950.00	\$ 132,520.00
	CENTRAL ADM/PURCHASING		
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
	TOTAL CENTRAL ADM/PURCHASING	\$ 64,950.00	\$ 68,950.00
	RISK MANAGEMENT		
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
	TOTAL RISK MANAGEMENT	\$ 49,500.00	\$ 51,750.00
	ENGINEERING SERVICES		
100-4012600-3140	ENGINEERING SERVICES	\$ 5,000.00	\$ 5,000.00
	TOTAL ENGINEERING SERVICES	\$ 5,000.00	\$ 5,000.00
	ELECTIONS		
100-4013100-1125	ELECTION OFFICIALS	\$ 650.00	\$ 650.00
100-4013100-6001	OFFICE SUPPLIES	\$ 2,100.00	\$ 2,100.00
	TOTAL ELECTIONS	\$ 2,750.00	\$ 2,750.00
	PUBLIC DEFENDER FEES		
100-4021500-3150	PUBLIC DEFENDER FEES	\$ 2,000.00	\$ 2,000.00
	TOTAL PUBLIC DEFENDER FEES	\$ 2,000.00	\$ 2,000.00
	POLICE DEPARTMENT		
100-4031100-1139	COMPENSATION	\$ 518,500.00	\$ 547,275.00
100-4031100-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 40,000.00	\$ 41,870.00

Account Number	Account Description		9/12/2017 AMENDED 2017-2018		6/12/2018 APPROVED 2018-2019
100-4031100-3110	MEDICAL EXAMINATIONS	\$	500.00	\$	500.00
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
	TOTAL POLICE DEPARTMENT	\$	638,400.00	\$	669,195.00
	TRAFFIC CONTROL				
100-4031300-5699	COUNTY CONT/CROSSING GD	\$	2,500.00	\$	2,500.00
	TOTAL TRAFFIC CONTROL	\$	2,500.00	\$	2,500.00
	EMERGENCY SERVICES				
100-4031400-5699	CONTRIBUTION/CC CENT ALRM	\$	2,000.00	\$	2,000.00
	TOTAL EMERGENCY SERVICES	\$	2,000.00	\$	2,000.00
	VOLUNTEER FIRE DEPARTMENT				
100-4032200-5699	CONTRIBUTION/JHEVFD	\$	30,000.00	\$	30,000.00
100-4032200-5707	FIRE FUND PROGRAM	\$	14,000.00	\$	14,000.00
100-4032200-88411	CAPITAL PROJECT RESERVE	\$	10,000.00	\$	10,000.00
	TOTAL VOLUNTEER FIRE DEPT	\$	54,000.00	\$	54,000.00
	RESCUE SERVICES				
100-4032300-5699	PROFESSIONAL SER "EMT"	\$	33,000.00	\$	16,500.00
	TOTAL RESCUE SERVICES	\$	33,000.00	\$	16,500.00
	CORRECTION & DETENTION				
100-4033200-5550	CONFINEMENT OF PRISONERS	\$	250.00	\$	250.00
	TOTAL CORRECTION & DETENTION	\$	250.00	\$	250.00
	PUBLIC WORKS ADMINISTRATION				
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

Account Number	Account Description		9/12/2017 AMENDED 2017-2018		6/12/2018 APPROVED 2018-2019
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
	TOTAL PUBLI WKS ADMINISTRATION	\$	63,275.00	\$	61,715.00
	HWYS, STS BRIDGES & SDWLKS				
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
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
	TOTAL HWYS, STS BRIDGES & SWLKS	\$	236,025.00	\$	194,865.00
	VDOT STREET MAINTENANCE				
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				
	TOTAL VDOT STREET MAINTENANCE	\$	513,000.00	\$	521,600.00
	STREET LIGHTS				
100-4041320-5110	ELECTRICITY	\$	75,000.00	\$	75,000.00
	TOTAL STREET LIGHTS	\$	75,000.00	\$	75,000.00
	SNOW REMOVAL				
100-4041330-3220	CONTRACTUAL SERVICES	\$	16,000.00	\$	16,000.00
100-4041330-6007	MATERIALS & SUPPLIES	\$	2,000.00	\$	2,000.00
	TOTAL SNOW REMOVAL	\$	18,000.00	\$	18,000.00
	PARKING METERS & LOTS				
100-4041340-6007	MATERIALS & SUPPLIES	\$	1,500.00	\$	1,500.00
	TOTAL PARKING METERS & LOTS	\$	1,500.00	\$	1,500.00
	STREET & ROAD CLEANING				
100-4042200-6007	MATERIALS & SUPPLIES	\$	1,000.00	\$	1,000.00
	TOTAL STREET & ROAD CLEANING	\$	1,000.00	\$	1,000.00
	REFUSE COLLECTION				
100-4042300-3220	CONTRACTUAL SERVICES	\$	187,700.00	\$	189,200.00
100-4042300-6225	RECYCLING SERVICES	\$	56,200.00	\$	56,000.00

Account Number	Account Description	9/12/2017 AMENDED 2017-2018	6/12/2018 APPROVED 2018-2019
TOTAL REFUSE COLLECTION		\$ 243,900.00	\$ 245,200.00
REFUSE DISPOSAL			
100-4042400-3800	FCO LANDFILL CHARGES	\$ 30,000.00	\$ 35,000.00
TOTAL REFUSE DISPOSAL		\$ 30,000.00	\$ 35,000.00
GENERAL PROPERTIES			
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
TOTAL GENERAL PROPERTIES		\$ 44,900.00	\$ 20,100.00
BUILDING SERVICES			
100-4064200-3150	PROFESSIONAL SERVICES	\$ 4,000.00	\$ 4,000.00
100-4064200-3200	CONTRACTURAL 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
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
TOTAL BUILDING SERVICES		\$ 88,900.00	\$ 97,850.00
PARKS & RECREATION			
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
TOTAL PARKS & RECREATION		\$ 12,450.00	\$ 12,500.00
PLANNING			
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
TOTAL PLANNING		\$ 93,175.00	\$ 99,750.00
BOARD OF ZONING APPEALS			

Account Number	Account Description		9/12/2017 AMENDED 2017-2018		6/12/2018 APPROVED 2018-2019
100-4081400-1110	EXPENSE COMPENSATION	\$	500.00	\$	500.00
100-4081400-5540	TRAINING	\$	500.00	\$	500.00
TOTAL BOARD OF ZONING APPEALS		\$	1,000.00	\$	1,000.00
ECONOMIC DEVELOPMENT					
100-4081500-5410	TOD SIGNS	\$	5,000.00	\$	-
100-4081500-5411	WAYFINDING SIGNS	\$	-	\$	5,000.00
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
TOTAL ECONOMIC DEVELOPMENT		\$	42,500.00	\$	41,000.00
PLANNING COMMISSION					
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
TOTAL PLANNING COMMISSION		\$	6,470.00	\$	6,250.00
B'VILLE AREA DEV AUTHORITY					
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
TOTAL B'VILLE AREA DEV AUTHORITY		\$	2,895.00	\$	2,875.00
ARCHITECTURAL REVIEW BOARD					
100-4081800-5540	TRAINING	\$	500.00	\$	500.00
TOTAL ARCHITECTURAL REVIEW BD		\$	500.00	\$	500.00
CAPITAL OUTLAY					
100-4094200-8207	SOFTWARE UPGRADES	\$	-	\$	12,500.00
100-4094200-8225	COMPUTER REPLACEMENT	\$	5,000.00	\$	3,000.00
100-4094200-8230	REPAIRS TO 23 E MAIN-LS RESERVE			\$	40,000.00
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	\$	-	\$	17,000.00
100-4094200-8913	POLICE AV EQUIPMENT	\$	-	\$	-
100-4094200-8914	RIXEY MOOR PLAYGROUND IMP	\$	-	\$	-
100-4094200-8915	HOGAN'S ALLEY IMPROVEMENTS	\$	-	\$	-

Account Number	Account Description		9/12/2017 AMENDED 2017-2018		6/12/2018 APPROVED 2018-2019
100-4094200-8916	RADAR FEEDBACK SIGNS	\$	-	\$	11,000.00
100-4094200-8918	ROSE HILL PARK MASTERPLAN			\$	3,000.00
	TOTAL CAPITAL OUTLAY	\$	102,200.00	\$	330,750.00
	CONTINGENCY				
100-4094300-5800	CONTINGENCY (3.02%)	\$	119,761.70	\$	97,041.00
	TOTAL CONTINGENCY	\$	119,761.70	\$	97,041.00
	DEBT SERVICE				
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	\$	-
	TOTAL DEBT SERVICE	\$	132,611.30	\$	121,476.00
	TOTAL GENERAL FUND OPERATIONAL	\$	3,162,435.00	\$	3,211,245.00
	TOTAL GENERAL FUND CONTINGENCY	\$	119,761.70	\$	97,041.00
	TOTAL GENERAL FUND CAP OUTLAY	\$	102,200.00	\$	330,750.00
	TOTAL GENERAL FUND DEBT SERVICE	\$	132,611.30	\$	121,476.00
	TOTAL GENERAL FUND EXPENSES	\$	3,517,008.00	\$	3,760,512.00

WATER FUND					
PERSONNEL					
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	\$	28,000.00
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	\$	40,500.00
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
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
	TOTAL PERSONNEL	\$	126,300.00	\$	141,095.00
	TREATMENT				
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

Account Number	Account Description		9/12/2017 AMENDED 2017-2018		6/12/2018 APPROVED 2018-2019
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
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
	TOTAL TREATMENT	\$	393,600.00	\$	366,175.00
	DISTRIBUTION & MAINTENANCE				
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
	TOTAL DISTRIBUTION & MAINT	\$	186,145.00	\$	193,045.00
	CAPITAL OUTLAY				
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	\$	77,095.00
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
501-4094200-8904	JD BACKHOE (25%)	\$	27,250.00		

Account Number	Account Description		9/12/2017 AMENDED 2017-2018	6/12/2018 APPROVED 2018-2019
501-4094200-8905	INFLATABLE TRENCHBOX (50%)	\$	4,000.00	
	TOTAL CAPITAL OUTLAY	\$	712,045.00	\$ 500,845.00
CONTINGENCY				
501-4094300-5800	CONTINGENCY (3.00%)	\$	34,725.00	\$ 21,000.00
	TOTAL CONTINGENCY	\$	34,725.00	\$ 21,000.00
	TOTAL WATER FUND OPERATIONAL	\$	706,045.00	\$ 700,315.00
	TOTAL WATER FUND CONTINGENCY	\$	34,725.00	\$ 21,000.00
	TOTAL WATER FUND CAP OUTLAY	\$	712,045.00	\$ 500,845.00
TOTAL WATER FUND EXPENSES		\$	1,452,815.00	\$ 1,222,160.00

SEWER FUND

PERSONNEL

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	\$ 43,250.00
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	\$ 62,700.00
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
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
	TOTAL PERSONNEL	\$	149,480.00	\$ 182,880.00

TREATMENT

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

Account Number	Account Description	9/12/2017 AMENDED 2017-2018	6/12/2018 APPROVED 2018-2019
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
TOTAL TREATMENT		\$ 673,520.00	\$ 731,250.00
DISTRIBUTION & MAINTENANCE			
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	\$ -	\$ -
TOTAL DISTRIBUTION & MAINT		\$ 118,020.00	\$ 121,130.00
CAPITAL PROJECTS			
502-4094100-8001	OUTFALL LINE	\$ -	\$ -
502-4094100-8003	NEW WWTP	\$ -	\$ -
TOTAL CAPITAL PROJECTS		\$ -	\$ -
CAPITAL OUTLAY			
502-4094200-8110	WWTP UPGRADES		
502-4094200-8123	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	\$ 24,475.00
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)		
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
TOTAL CAPITAL OUTLAY		\$ 591,250.00	\$ 300,225.00

Account Number	Account Description	9/12/2017 AMENDED 2017-2018	6/12/2018 APPROVED 2018-2019
CONTINGENCY			
502-4094300-5800	CONTINGENCY (3.00%)	\$ 46,550.00	\$ 31,050.00
	TOTAL CONTINGENCY	\$ 46,550.00	\$ 31,050.00
DEBT SERVICE			
502-4095000-9118	VRA PRINCIPAL	\$ 470,000.00	\$ 470,000.00
	TOTAL DEBT SERVICE	\$ 470,000.00	\$ 470,000.00
	TOTAL SEWER FUND OPERATIONAL	\$ 941,020.00	\$ 1,035,260.00
	TOTAL SEWER FUND CONTINGENCY	\$ 46,550.00	\$ 31,050.00
	TOTAL SEWER FUND CAP OUTLAY	\$ 591,250.00	\$ 300,225.00
	TOTAL SEWER FUND DEBT SERVICE	\$ 470,000.00	\$ 470,000.00
	TOTAL SEWER FUND EXPENSES	\$ 2,048,820.00	\$ 1,836,535.00
	TOTAL EXPENSES ALL FUNDS	\$ 7,018,643.00	\$ 6,819,207.00

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Supplemental Data



Descriptions of General Fund Revenues

A. General Property Taxes

Real Estate Tax – Current: A tax imposed on the assessed valuation of real estate (includes mobile homes) appraised at 100 percent of its fair market value. Assessment information is provided by Clarke County. The tax year 2018 tax rate was adopted at \$0.19 per \$100 valuation. Taxes are billed semi-annually and are due by June 5 and December 5 each year. The Town provides real property tax relief for the elderly and disabled.

Real Estate Tax – Delinquent: Semi-annual real estate taxes that have not been paid by the June 5 and December 5 due dates.

Personal Property Tax – Current: A tax imposed on the assessed valuation of personal property appraised at 100 percent of the fair market value of cars, vans, motorcycles, and trailers. Assessment information is provided by Clarke County. The tax rate adopted for tax year 2018 is \$1.25 per \$100 valuation. Taxes are billed semi-annually and are due by June 5 and December 5 each year.

Beginning with tax year 2006, the Commonwealth of Virginia changed the calculation of the personal property tax credit from 70% of the tax to be paid for qualified vehicles to a fixed annual payment to local jurisdictions under the Personal Property Tax Relief Act. Accordingly, the Town of Berryville receives a payment of approximately \$209,917 annually.

Personal Property Tax – Delinquent: Annual personal property taxes that have not been paid by the December 5 due date.

Machinery & Tools Tax – Current: A tax imposed on the assessed valuation of business machinery and tools. Assessment information is provided by Clarke County. The tax year 2018 tax rate was adopted at \$1.30 per \$100 valuation. Taxes are billed semi-annually and are due by June 5 and December 5 each year.

Machinery & Tools Tax – Delinquent: Annual machinery and tools taxes that have not been paid by the December 5 due date.

Penalties – All Property Taxes: The penalty for delinquent taxes is 10 percent of the taxes due.

Interest – All Property Taxes: Interest at a rate of .83 percent of the taxes due accrues each month for which a tax is delinquent.

B. Other Local Taxes

County Sales Taxes: The Commonwealth returns one percent of the sales tax collected to the counties. Clarke County receives 50 percent of the one percent returned by the Commonwealth. The remaining 50 percent is distributed between the Town of Berryville, the Town of Boyce and the County based on their relative school age populations. The Town receives sales tax monthly, but the tax is received on a two-month lag (i.e., sales taxes collected in October would not be received until December).

Consumer Utility Taxes: This tax is based on the purchase of utility services within the corporate limits of the Town.

- ❖ **Electrical Service** - The rate for residential electrical customers is \$0.00354 per kilowatt-hour delivered monthly not to exceed \$3.00 per month. The rate for commercial electrical customers is \$0.00195 per kilowatt-hour delivered monthly not to exceed \$10.00 per month and the rate for industrial customers is \$0.000065 per kilowatt-hour delivered monthly not to exceed \$10.00 per month.
- ❖ **Natural Gas Service** - The rate for residential natural gas service at the rate of \$0.210 per hundred cubic feet (CCF) delivered monthly not to exceed \$3.00 per month. For commercial and industrial customers, the rate is \$0.055 per CCF delivered monthly not to exceed \$10.00 per month for commercial and \$10.00 per month for industrial.

The consumer utility tax is collected monthly by the utility service and is due to the Town on or before the last calendar day of the month following the month being reported (i.e., October's utility tax is due by November 30).

Telecommunications Taxes: Collected by the Commonwealth and remitted to the Town, this tax includes the taxes on telecommunications, utilities, cable TV, and right-of-way use. Telecommunications taxes are received on a two-month lag (i.e., telecommunications tax for October would not be received until December).

Franchise License Taxes: A tax on net bank capital of \$0.80 per \$100 on all banks located in the Town. Franchise license taxes are due by June 1 of each year. Taxes not paid by June 1 incur a penalty of 5 percent of the tax due.

Cigarette Taxes: A tax of \$0.15 per pack of twenty cigarettes or less. The tax is evidenced through the use of cigarette stamps that are affixed to each cigarette pack. Stamps are purchased in bulk (i.e., a roll of 15,000).

Transient Occupancy Taxes: A tax of 2 percent on the total amount paid for transient lodging. Taxes are due by the 20th of each month (i.e., October transient occupancy taxes are due by November 20). Taxes not remitted by the 20th of the month incur a penalty of 10% and accrue interest of .83% for each month outstanding.

Meals Taxes: A tax of 4 percent of all gross receipts for prepared food served within the Town. Taxes are due by the 20th of each month (i.e., October meals taxes are due by November 20). Taxes not remitted by the 20th of the month incur a penalty of 10% and accrue interest of .83% for each month outstanding.

Vehicle License Taxes: Formerly referred to as a decal fee, this is a tax of \$25 for an automobile, truck or trailer, \$12 for a motorcycle and \$8 for a trailer. Some exemptions apply (e.g., military veterans, fire and rescue personnel, etc.). Vehicle license taxes are billed with the personal property taxes and are due by December 5 of each year for the upcoming year. Taxes not paid by June 5 incur a \$10.00 penalty.

C. Permits and Licenses

Business Professional, Occupational Licenses: This is a license tax imposed on local businesses. The tax may be a flat tax or based upon a percentage of gross receipts. Taxes are due by March 1 of each year. Taxes are as follows:

- ❖ For contractors and persons constructing for their own account for sale, \$0.12 per \$100.00 of gross receipts;
- ❖ For retailers, \$0.12 per \$100.00 of gross receipts;
- ❖ For financial \$0.20 per \$100.00 of gross receipts;
- ❖ For real estate and professional services \$0.25 per \$100.00 of gross receipts;
- ❖ For repair services, \$0.10 per \$100.00 of gross receipts;

- ❖ For personal and business services and all other businesses and occupations not specifically listed or exempted in this chapter or otherwise by law, \$0.15 per \$100.00 of gross receipts;
- ❖ For wholesalers, \$0.05 per \$100.00 of purchases;
- ❖ For carnivals, circuses and speedways, \$50.00 for each performance held in this jurisdiction.
- ❖ For fortunetellers, clairvoyants and practitioners of palmistry, \$1,000.00 per year;
- ❖ For massage parlors, \$5,000.00 per year;
- ❖ For itinerant merchants or peddlers of nonperishable goods - \$100.00 per year;
- ❖ For photographers, \$30.00 per year;
- ❖ For permanent coliseums, arenas or auditoriums having a maximum capacity in excess of 10,000 persons, open to the public, \$1,000.00 per year;
- ❖ For savings and loan associations and credit unions, \$50.00 per year; and
- ❖ For direct sellers as defined in the Code of Virginia, § 58.1-3719.1 with total annual sales in excess of \$4,000.00, \$0.12 per \$100.00 of total annual retail sales or \$0.05 cents per \$100.00 of total annual wholesale sales, whichever is applicable.

If a business engages in wholesaling or retailing beer and wine, the license tax is as follows:

- ❖ *Wholesale beer license.* For each wholesale beer license, \$25.00 per annum.
- ❖ *Wholesale wine distributor's license.* For each wholesale wine distributor's license, \$25.00 per annum.
- ❖ *Retail on-premises wine and beer license for hotel, etc.* For each retail on-premises wine and beer license for a hotel, restaurant or club, \$20.00 per annum.
- ❖ *Retail off-premises wine and beer license.* For each retail off-premises wine and beer license, \$20.00 per annum.
- ❖ *Retail on-premises beer license for hotel, etc.* For each retail on-premises beer license for a hotel, restaurant or club, \$20.00 per annum.
- ❖ *Retail off-premises beer license.* For retail off-premises beer license, \$20.00 per annum.

Every person holding mixed beverage restaurant or caterer's licenses for establishments located within Town pays a license tax as follows:

- ❖ Persons operating restaurants, including restaurants located on premises of and operated by hotels or motels:
- ❖ Two hundred dollars per annum for each restaurant with a seating capacity at tables for 50 to 100 persons.
- ❖ Three hundred dollars per annum for each restaurant with a seating capacity at tables for more than 100 but not more than 150 persons.
- ❖ Five hundred dollars per annum for each restaurant with a seating capacity at tables for more than 150 persons.
- ❖ Twenty dollars per annum for each caterer.
- ❖ Mixed beverage banquet licenses, \$5.00 for each event.
- ❖ A private, nonprofit club operating a restaurant located on the premises of such club, \$350.00 per annum.

Penalties – Business, Professional, Occupational Licenses: Annual business, professional, and occupational licenses not paid by the March 1 due date.

Development Permits and Fees: Permits are required for individuals and businesses to erect certain structures, perform certain functions or begin construction. The Planning Department is responsible for issuing and administering permits for the Town.

D. Fines and Forfeitures

Court Fines and Forfeitures: Court fines paid by offenders based upon tickets issued by the Town's Police Department. Fines are remitted to the Town by the County on a monthly basis and are on a one-month lag (i.e., October funds would not be received until November).

Parking Fines: Fines paid for violations of the parking ordinance. The Town charges a \$3.00 expired meter parking fine.

E. Use of Money and Property

Interest on Bank Deposits: Income resulting from the investment of the Town's cash assets.

Rental of Properties: Income resulting from the rental of the Town's properties at 23 East Main Street and 36 Smithy Lane.

Water Tank Site Leases: Income resulting from the rental of space on the Town's water tanks.

P-Card Rebate: Incentive Received (this is the total volume amount multiplied by the rebate incentive received by the state which reflects the amount each entity will receive if they meet the payment criteria)

F. Charges for Services

Parking Meter Fees: Income collected from the Town's parking meters.

G. Miscellaneous Revenue

Sale of Surplus: Revenue from sale of excess items.

Miscellaneous Receipts: Miscellaneous revenues received by the Town such as fees for non-sufficient funds (i.e., the Town charges \$25.00 fee for all returned checks). This account also includes any rebates or refunds the Town may receive.

Gifts and Donations: Monies received as a result of a gift or donation.

Recovered Costs: Reimbursable fees.

H. State Revenues

Revenues from the Commonwealth are classified as non-categorical aid and categorical aid. Non-categorical aid includes revenues which are raised by the state and shared with the local government. The use of such revenues is at the discretion of the local government. Categorical aid includes revenues received from and designated by the Commonwealth for a specific use by the local government. Such revenues are usually received on a reimbursable basis from the state.

Rolling Stock Taxes: The state of Virginia levies an annual *ad valorem* tax on the rolling stock of railroads and freight car companies. The Town receives the distribution on an annual basis.

Motor Vehicle Rental Tax: A tax of 1 percent on the gross proceeds from the rental of vehicles to be paid by the rental business. The Town receives the distribution on a quarterly basis.

Communication Taxes: The Commonwealth of Virginia levies and imposes on the customers of communications services. The Town receives the distribution on a monthly basis.

Personal Property Tax Relief: Revenue received from the Commonwealth of Virginia for relief of personal property taxes. The Town receives the distribution annually.

Law Enforcement Assistance Grant: Reimbursement from the Commonwealth to localities with police departments to help defray the cost of providing public safety services. The distribution is based on the

number of sworn officers and the most recent census of population.

Distribution of Fire Program Funds: Payment from the Commonwealth to localities with fire and rescue agencies to help defray the cost of providing fire and rescue services.

Street and Highway Maintenance: Quarterly payments from the Virginia Department of Transportation for maintaining primary and secondary roads and related infrastructure maintenance within the Town limits. The allocation is based on the number of primary and secondary road miles within the Town limits and the Commonwealth's approved allocation rate.

Litter Control Grant: Grant funds received from the Commonwealth of Virginia to support local government litter control and recycling programs.

Commission for the Arts: Grant received from the Virginia Commission for the Arts, intended to build and strengthen the cultural infrastructure through supporting Virginia's individual artists, arts entrepreneurs, businesses and institutions. The funds received are paid to Berryville Main Street.

I. Federal Revenues

Revenues from the federal government are classified as non-categorical aid or categorical aid. Non-categorical aid includes revenue received from the federal government which is used at the discretion of the local government. Categorical aid includes revenues received from and designated by the federal government for a specific use by the local government.

Distribution of Fire Program Funds: Grant funds received by localities with fire and rescue agencies to help defray the cost of providing fire and rescue services.

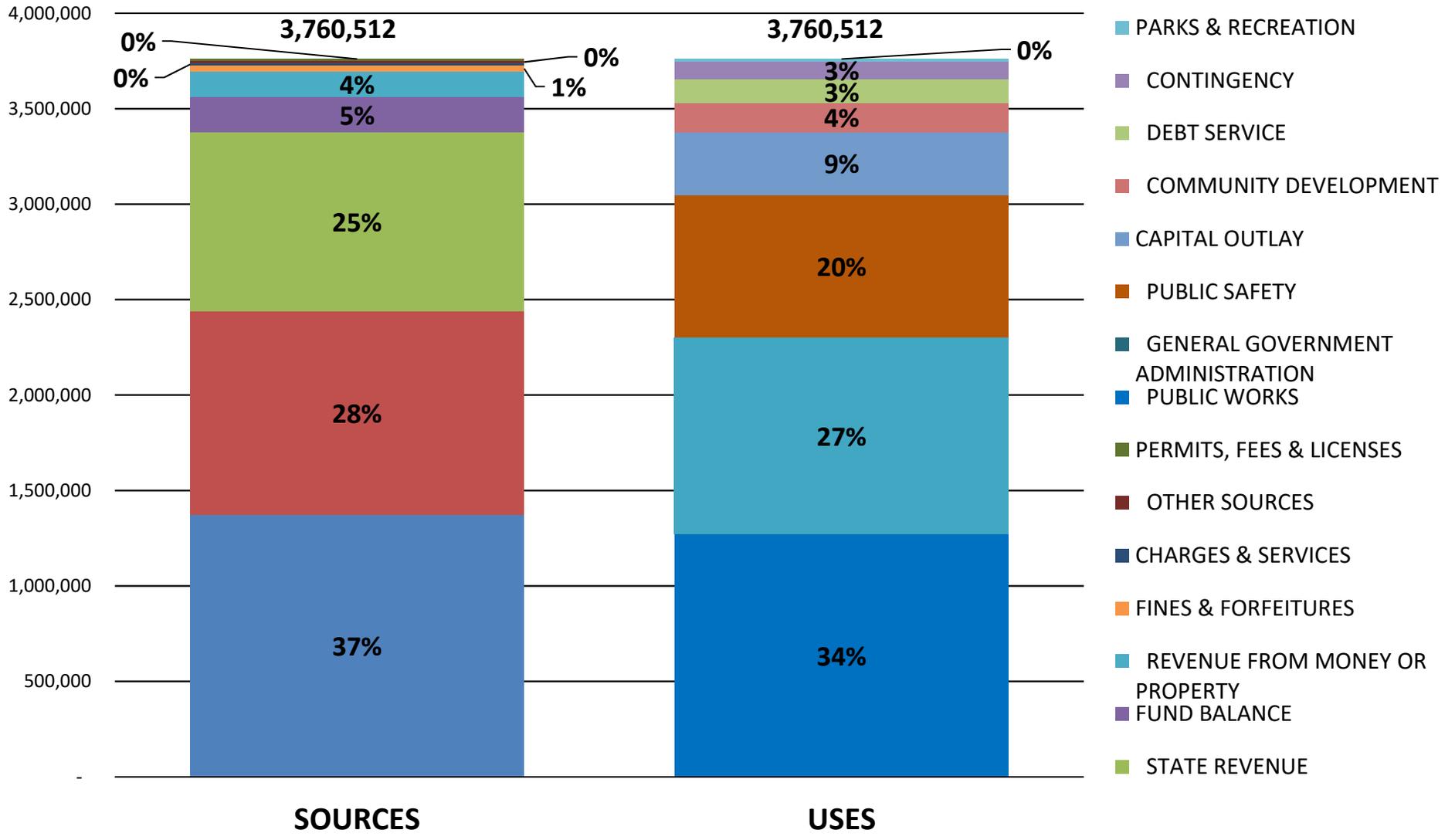
Basis of Revenue Projections

The Town prepares its revenue projections by reviewing the prior years' historical activity, the current year's activity, and the future factors that could impact the revenue streams. The following techniques are used to prepare the Town's revenue estimates and are utilized either singularly or collectively:

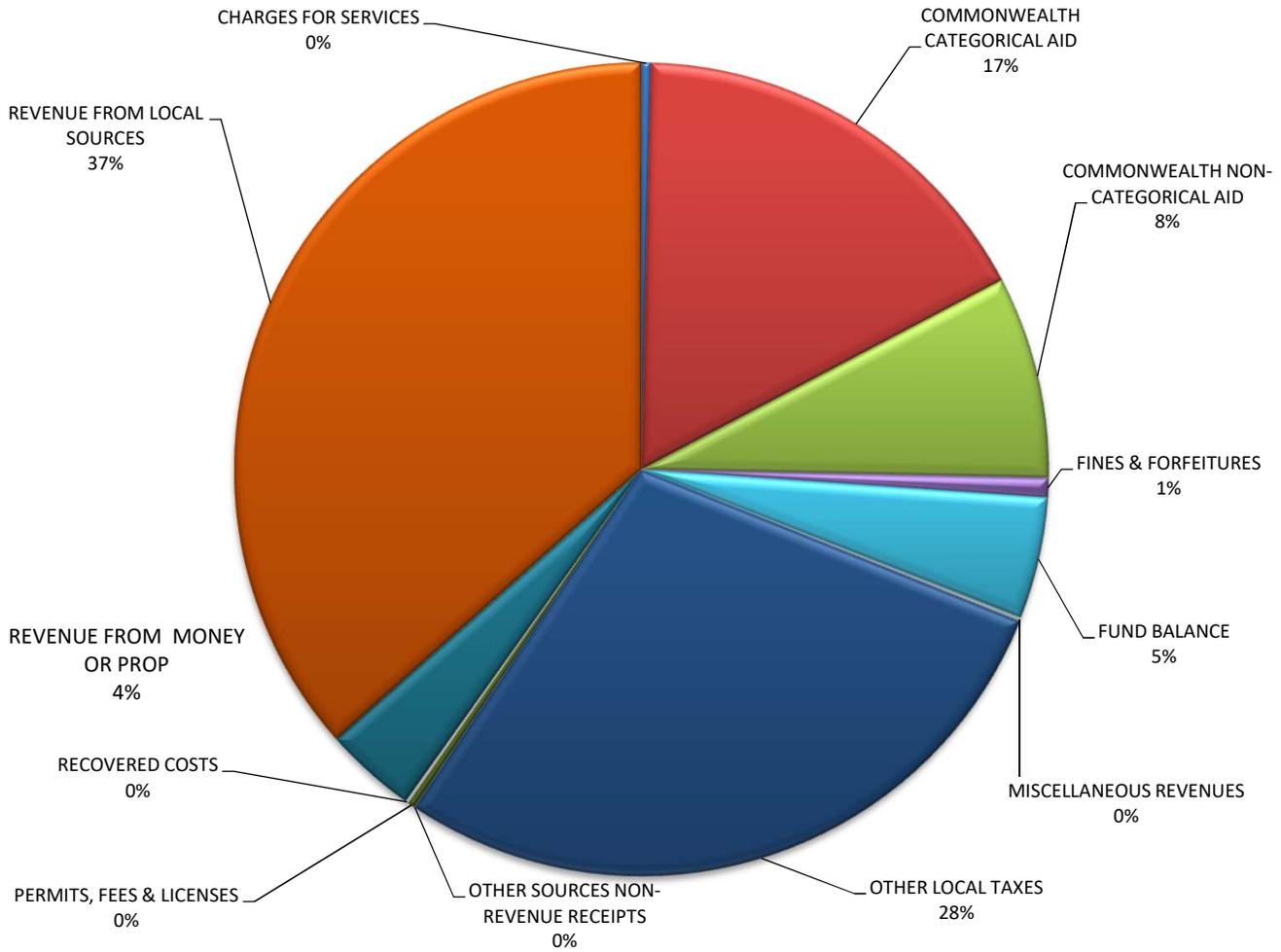
- ❖ **Informed/Experienced Judgment:** Prepared in consultation with the Town's department heads and leadership team to identify trends and other conditions.
- ❖ **Pass-Through:** Estimates are received from the revenue source (e.g., Commonwealth of Virginia).
- ❖ **Mathematical/Statistical:** Revenues determined through use of standardized formulas, averages, trends, or other means of analysis. Trend analysis is based upon regression methods which take into account marginal revenue changes over the last several years. Generally, in order to address any concerns about the effects of exogenous economic variables, projections that result from trend analysis are subjectively modified to 90 or 95 percent of their value, depending on the line item.

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GENERAL FUND - SOURCES AND USES



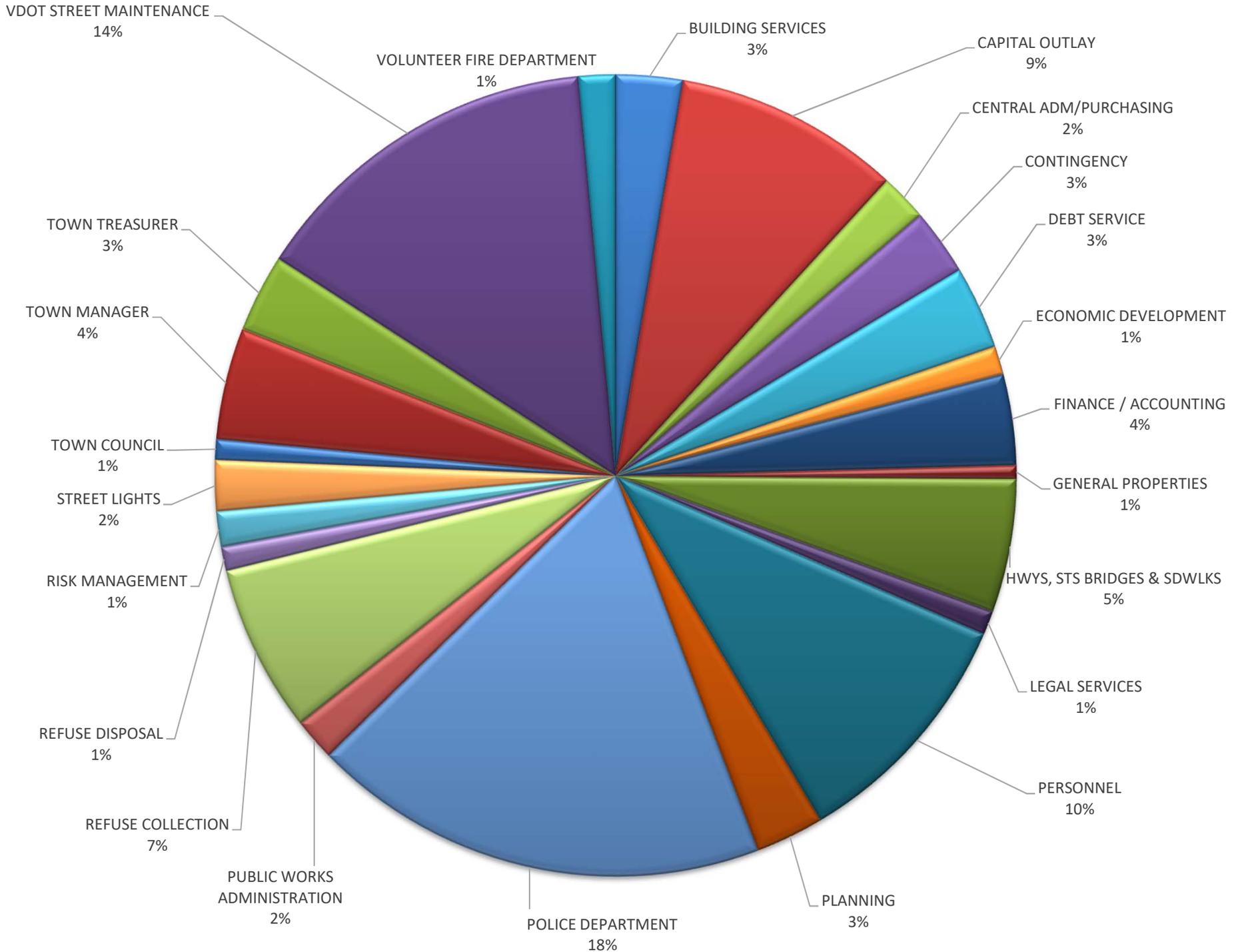
General Fund Revenue



General Fund Revenue

Source	Amount	Percentage
CHARGES FOR SERVICES	\$ 14,000.00	0%
COMMONWEALTH CATEGORICAL AID	\$ 636,395.00	17%
COMMONWEALTH NON-CATEGORICAL AID	\$ 301,767.00	8%
FINES & FORFEITURES	\$ 29,000.00	1%
FUND BALANCE	\$ 182,750.00	5%
MISCELLANEOUS REVENUES	\$ 5,000.00	0%
OTHER LOCAL TAXES	\$ 1,064,500.00	28%
OTHER SOURCES NON-REVENUE RECEIPTS	\$ 1,000.00	0%
PERMITS, FEES & LICENSES	\$ 10,750.00	0%
RECOVERED COSTS	\$ 5,000.00	0%
REVENUE FROM MONEY OR PROP	\$ 136,500.00	4%
REVENUE FROM LOCAL SOURCES	\$ 1,373,850.00	37%
Grand Total	\$ 3,760,512.00	100%

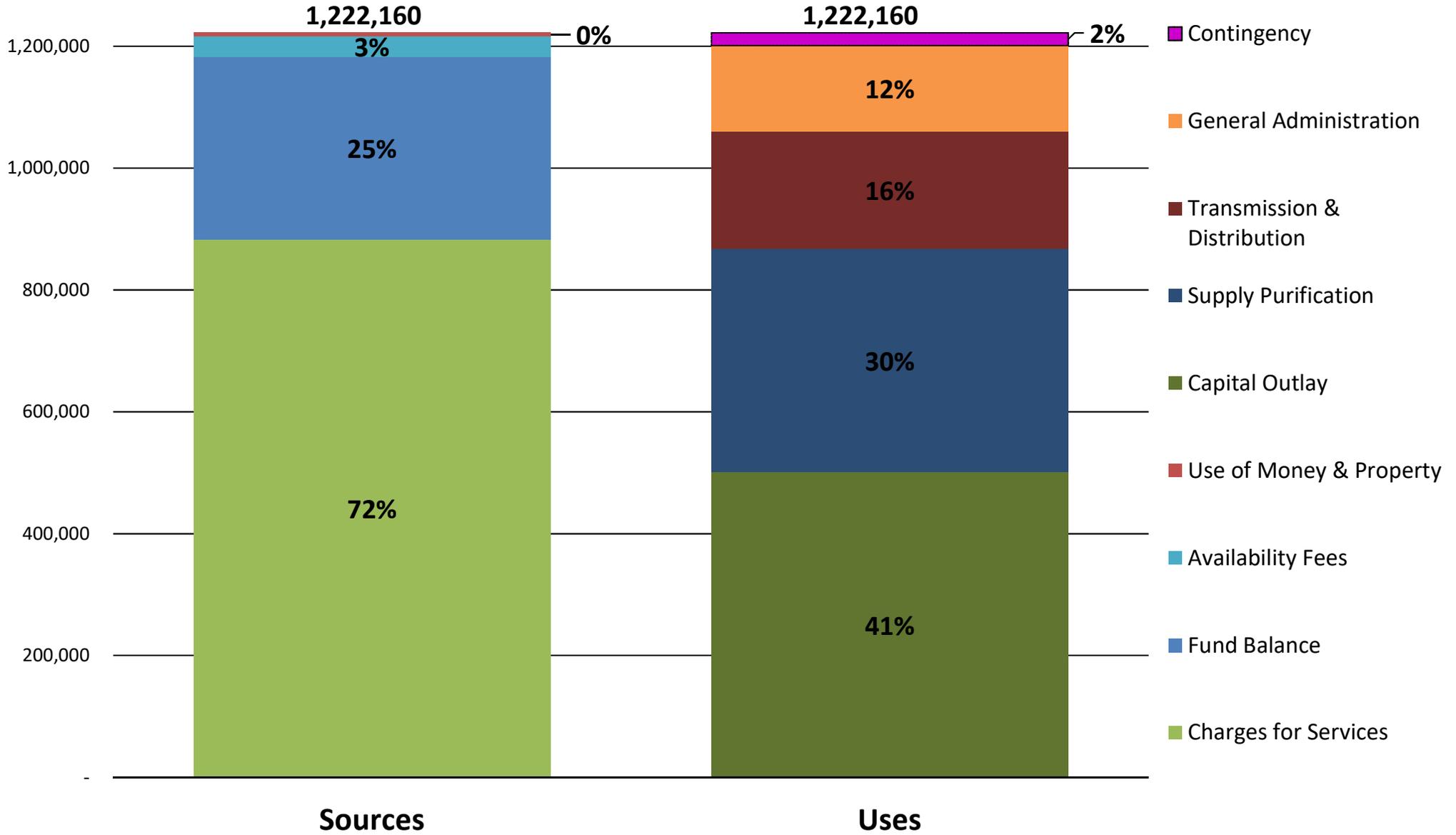
General Fund Expense



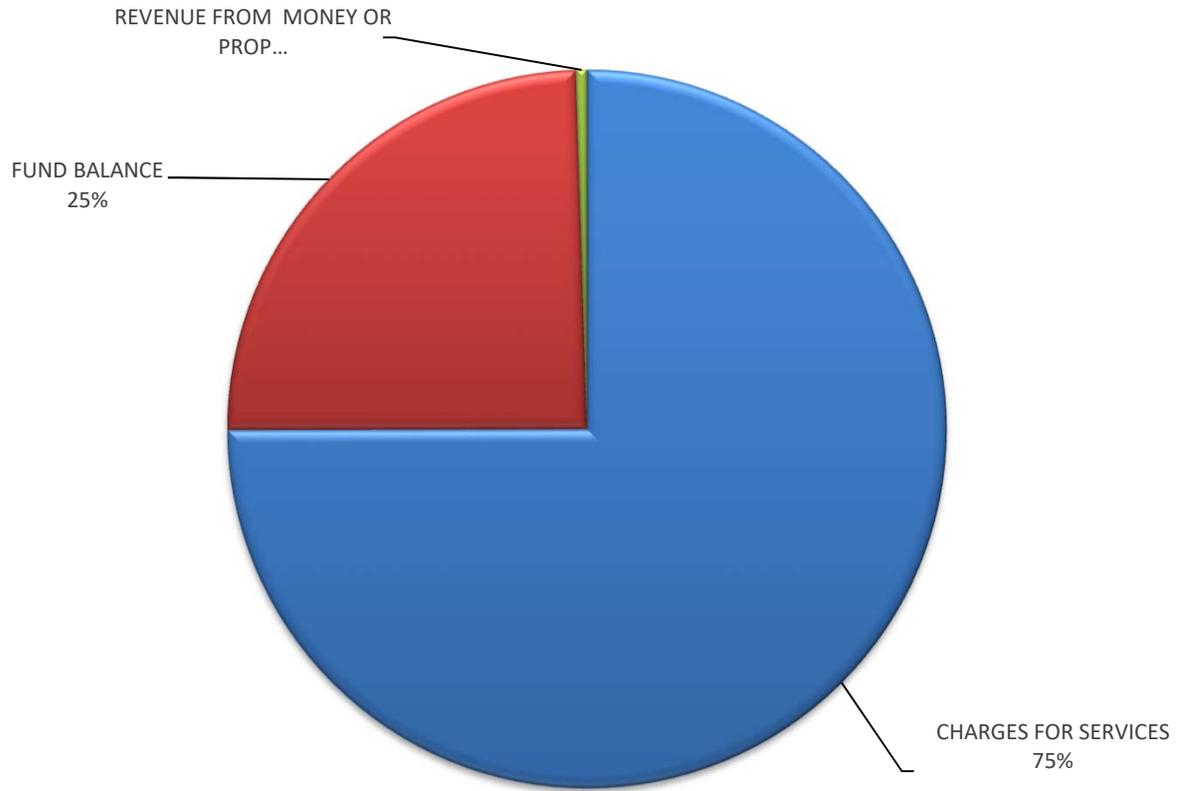
General Fund Expense

Uses	Amount	Percentage
ARCHITECTURAL REVIEW BOARD	\$ 500.00	0%
BOARD OF ZONING APPEALS	\$ 1,000.00	0%
BUILDING SERVICES	\$ 97,850.00	3%
B'VILLE AREA DEV AUTHORITY	\$ 2,875.00	0%
CAPITAL OUTLAY	\$ 330,750.00	9%
CENTRAL ADM/PURCHASING	\$ 68,950.00	2%
CONTINGENCY	\$ 97,041.00	3%
CORRECTION & DETENTION	\$ 250.00	0%
DEBT SERVICE	\$ 121,476.00	3%
ECONOMIC DEVELOPMENT	\$ 41,000.00	1%
ELECTIONS	\$ 2,750.00	0%
EMERGENCY SERVICES	\$ 2,000.00	0%
ENGINEERING SERVICES	\$ 5,000.00	0%
FINANCE / ACCOUNTING	\$ 132,520.00	4%
GENERAL PROPERTIES	\$ 20,100.00	1%
HWYS, STS BRIDGES & SDWLKS	\$ 194,865.00	5%
INDEPENDENT AUDITOR	\$ 15,450.00	0%
LEGAL SERVICES	\$ 35,000.00	1%
PARKING METERS & LOTS	\$ 1,500.00	0%
PARKS & RECREATION	\$ 12,500.00	0%
PERSONNEL	\$ 361,545.00	10%
PLANNING	\$ 99,750.00	3%
PLANNING COMMISSION	\$ 6,250.00	0%
POLICE DEPARTMENT	\$ 669,195.00	18%
PUBLIC DEFENDER FEES	\$ 2,000.00	0%
PUBLIC WORKS ADMINISTRATION	\$ 61,715.00	2%
REFUSE COLLECTION	\$ 245,200.00	7%
REFUSE DISPOSAL	\$ 35,000.00	1%
RESCUE SERVICES	\$ 16,500.00	0%
RISK MANAGEMENT	\$ 51,750.00	1%
SNOW REMOVAL	\$ 18,000.00	0%
STREET & ROAD CLEANING	\$ 1,000.00	0%
STREET LIGHTS	\$ 75,000.00	2%
TOWN CLERK	\$ 49,900.00	1%
TOWN COUNCIL	\$ 29,750.00	1%
TOWN MANAGER	\$ 162,800.00	4%
TOWN TREASURER	\$ 113,680.00	3%
TRAFFIC CONTROL	\$ 2,500.00	0%
VDOT STREET MAINTENANCE	\$ 521,600.00	14%
VOLUNTEER FIRE DEPARTMENT	\$ 54,000.00	1%
Grand Total	\$ 3,760,512.00	100%

FISCAL 2019 WATER FUND - SOURCES AND USES



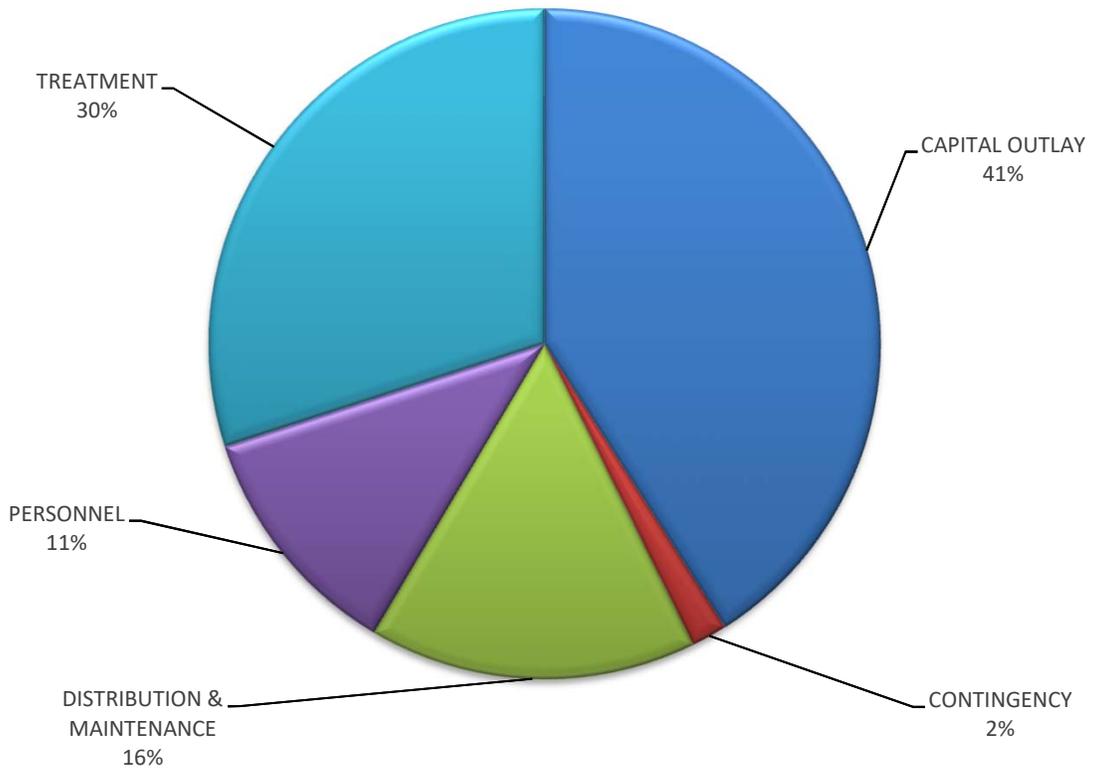
Water Fund Revenue



Water Fund Revenue

Source	Amount	Percentage
CHARGES FOR SERVICES	\$ 916,160.00	75%
FUND BALANCE	\$ 300,000.00	25%
REVENUE FROM MONEY OR PROP	\$ 6,000.00	0%
Grand Total	\$ 1,222,160.00	100%

Water Fund Expense

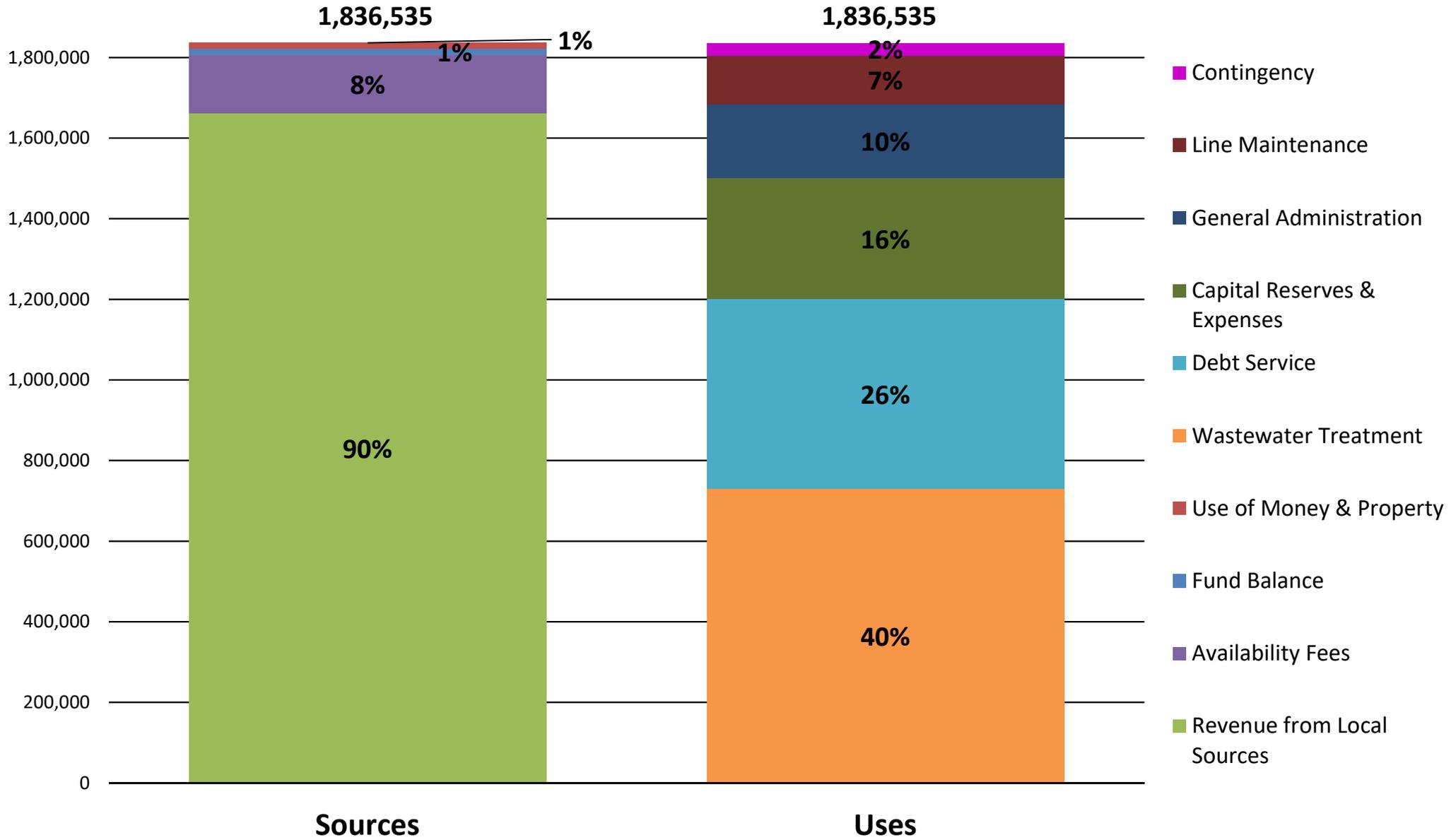


Water Fund Expense

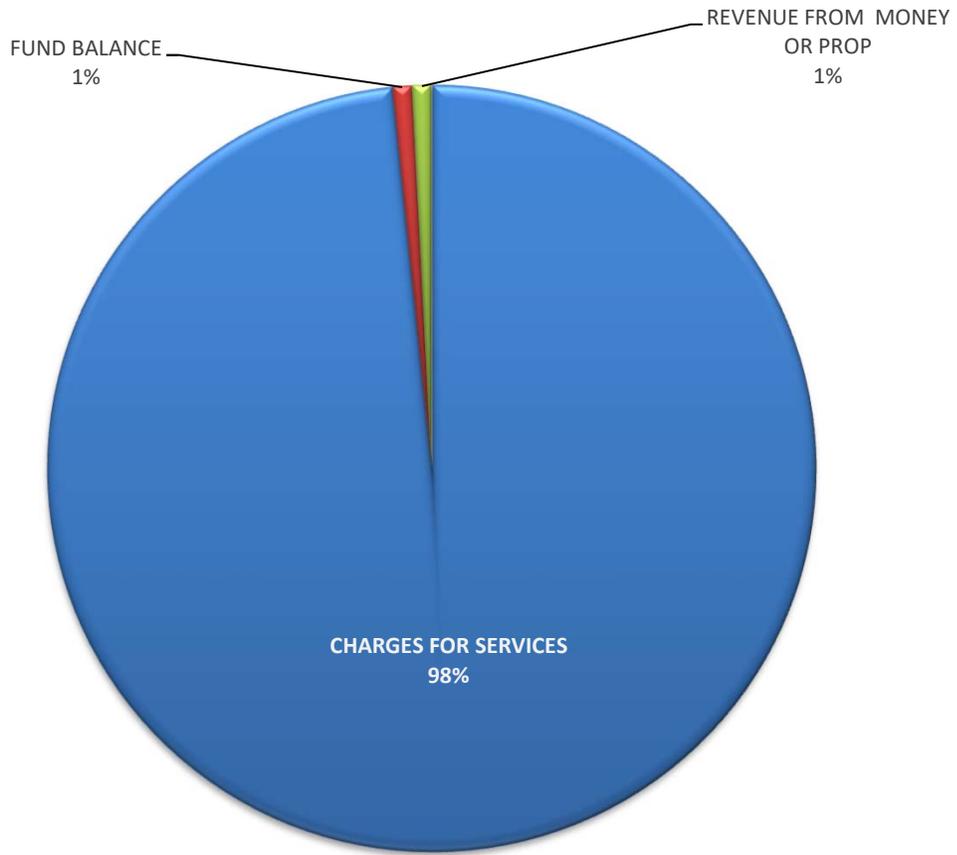
Source	Amount	Percentage
CAPITAL OUTLAY	\$ 500,845.00	41%
CONTINGENCY	\$ 21,000.00	2%
DISTRIBUTION & MAINTENANCE	\$ 193,045.00	16%
PERSONNEL	\$ 141,095.00	12%
TREATMENT	\$ 366,175.00	30%
Grand Total	\$ 1,222,160.00	100%

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FISCAL 2019 SEWER FUND - SOURCES AND USES



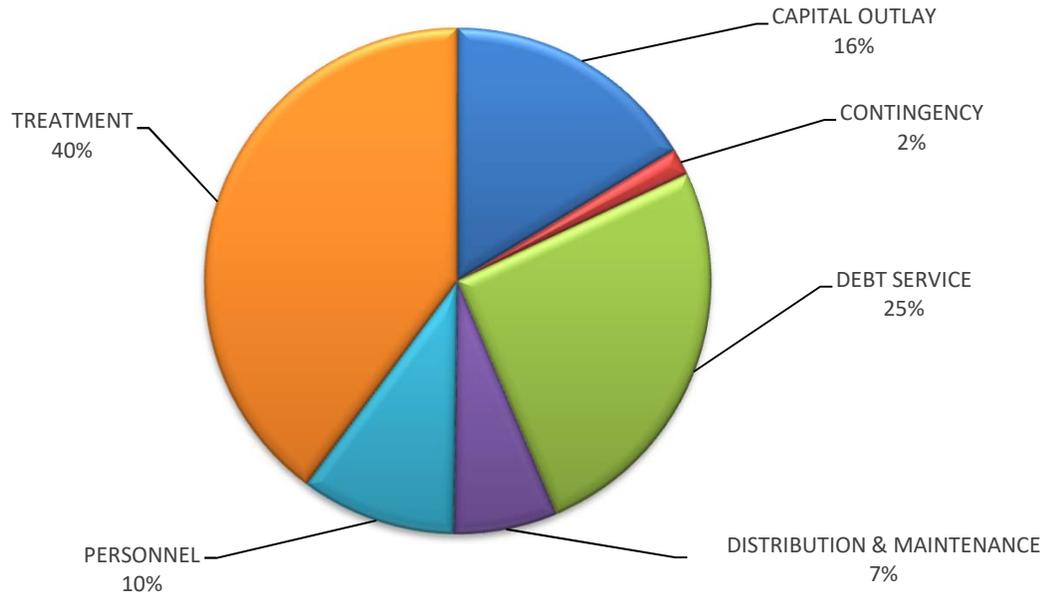
Sewer Fund Revenue



Sewer Fund Revenue

Source	Amount	Percentage
CHARGES FOR SERVICES	\$ 1,805,035.00	98%
FUND BALANCE	\$ 15,000.00	1%
REVENUE FROM MONEY OR PROP	\$ 15,000.00	1%
NON-REVENUE RECEIPTS	\$ 1,500.00	0%
Grand Total	\$ 1,836,535.00	100%

Sewer Fund Expense



Sewer Fund Expense

Source	Amount	Percentage
CAPITAL OUTLAY	\$ 300,225.00	16%
CAPITAL PROJECTS	-	0%
CONTINGENCY	\$ 31,050.00	2%
DEBT SERVICE	\$ 470,000.00	26%
DISTRIBUTION & MAINTENANCE	\$ 121,130.00	7%
PERSONNEL	\$ 182,880.00	10%
TREATMENT	\$ 731,250.00	40%
Grand Total	\$ 1,836,535.00	100%

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FY 18-19

Personnel Expenditures	General Fund	Water Fund	Sewer Fund	TOTAL ALL FUNDS
Full Time Salaries	\$ 1,037,175.00	\$ 227,581.00	\$ 356,316.00	\$ 1,621,072.00
Overtime/Comptime	\$ 101,750.00	\$ 22,900.00	\$ 30,590.00	\$ 155,240.00
Certifications		\$ 2,000.00	\$ 6,000.00	\$ 8,000.00
Employee Appreciation	\$ 1,350.00		\$ 350.00	\$ 1,700.00
Part Time Salaries	\$ 17,680.00	\$ 3,744.00	\$ 3,744.00	\$ 25,168.00
Town Council	\$ 18,900.00	\$ -	\$ -	\$ 18,900.00
Social Security & Medicare (FICA)	\$ 92,370.00	\$ 19,625.00	\$ 30,375.00	\$ 142,370.00
Retirement (VRS)	\$ 129,500.00	\$ 28,000.00	\$ 43,250.00	\$ 200,750.00
Life Insurance (VRS)	\$ 13,950.00	\$ 3,010.00	\$ 4,665.00	\$ 21,625.00
Short Term Disability	\$ 640.00	\$ 140.00	\$ 215.00	\$ 995.00
Long Term Disability	\$ 5,750.00	\$ 1,250.00	\$ 1,935.00	\$ 8,935.00
Line of Duty Act Coverage	\$ 4,775.00			\$ 4,775.00
Employee Medical	\$ 187,500.00	\$ 40,500.00	\$ 62,700.00	\$ 290,700.00
Unemployment (VEC)	\$ 180.00	\$ 40.00	\$ 60.00	\$ 280.00
Worker's Compensation	\$ 18,500.00	\$ 4,625.00	\$ 6,125.00	\$ 29,250.00
	\$ 1,630,020.00	\$ 353,415.00	\$ 546,325.00	\$ 2,529,760.00

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Capital Improvement Plan
Fiscal Year 2019to 2023



5 YEAR CAPITAL IMPROVEMENTS PROGRAM SUMMARY

Town of Berryville

FY 2018-2019/FY 2022-2023

EXPENDITURE SUMMARY - ALL FUNDS

Uses	FY19	FY20	FY21	FY22	FY23	Total for 5 Yr CIP
General Fund	358,250	242,600	300,500	20,000	64,500	985,850
Water Fund	500,845	215,000	200,000	1,750,000	120,000	2,785,845
Sewer Fund	300,225	255,000	240,000	810,000	250,000	1,855,225
Total	1,159,320	712,600	740,500	2,580,000	434,500	5,626,920

FINANCING SUMMARY - ALL FUNDS

Sources	FY19	FY20	FY21	FY22	FY23	Total for 5 Yr CIP	% Total 5 Yr CIP
Local Revenues	148,000	242,600	148,250	20,000	64,500	623,350	11%
Reimbursement	-	-	13,250			13,250	0%
User Fees	307,565	329,000	339,000	309,000	259,000	1,543,565	27%
Availability Fees	178,505	56,000	56,000	56,000	56,000	402,505	7%
VDOT Reimbursement	27,500	-	139,000	-		166,500	3%
CIP Reserve Funds	497,750	85,000	45,000	670,000	55,000	1,352,750	24%
Unidentified			-	1,525,000	-	1,525,000	27%
Total	1,159,320	712,600	740,500	2,580,000	434,500	5,626,920	

CIP CASH BALANCES - ALL FUNDS

	FY19	FY20	FY21	FY22	FY23
Beginning Balance	4,307,408	4,206,653	4,241,653	4,321,653	3,716,653
Public Works Facility Improvements	(182,750)				
Storage Tank Repair	(85,000)	(45,000)			
Membrane Replacement Reserve	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	(55,000)
Capital Reserve (Water)	79,285				
Capital Reserve (Sewer)	27,710				
Ending Balance	4,206,653	4,241,653	4,321,653	3,716,653	3,711,653

5 YEAR CAPITAL IMPROVEMENTS PROGRAM
Town of Berryville
FY 2018-2019/FY 2022-2023

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	3,000			7,500			7,500			5,000			5,000		
FMS Analytical Software	12,500			-											
Hogan's Alley Improvements	-			6,000											
Rixey Moore Playground Improvements	-			50,000											
Livery Stable/23 E Main St Reserve	40,000			46,500			53,000								
Public Works Facility Improvements	182,750														
Pave Crow Street Parking Lot							25,000								
Repair Virginia Avenue	-			22,000											
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 Camera Equipment	-			6,000											
Body Camera Replacement 10	10,100														
Mobile Data Terminal Replacement	17,000														
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	
Capital Reserves		77,095	24,475												
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
Total	358,250	500,845	300,225	242,600	215,000	255,000	300,500	200,000	240,000	20,000	1,750,000	810,000	64,500	120,000	250,000

Capital Improvement Narrative Fiscal Year 2019

General Fund FY19

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 \$17,000

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.

Computer Replacement \$3,000

Administration

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

Livery Stable Stabilization/ 23 East Main Street Reserve \$40,000

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 \$40,000

FY20 \$46,500

FY21 \$53,000

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.

FMS Analytical Software \$12,500

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.

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) plus \$470,000 that was released from a required VRA reserve. With \$100,000 allocated for this expense each year, \$90,000 will be paid to Suez 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 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.

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
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FY 2020

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 \$7,500

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). If funded in accordance with the schedule below, then reserve will contain \$81,000 (includes FY19 funds). Funds would be reserved in the following manner:

FY19	\$40,000
FY20	\$46,500
FY21	\$53,000

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.

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.

Camera 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.

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).

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.

The master plan for Rose Hill Park which was completed in FY19 provides for improvements to the playground.

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.

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

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
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FY 2020

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) plus \$470,000 that was released from a required VRA reserve. With \$100,000 allocated for this expense each year, \$90,000 will be paid to Suez and \$10,000 will be placed in the Membrane Replacement Reserve Fund for the final year payment.

Pickup Truck \$15,000

Public Utilities Department

For Details See Water Fund

Equipment Repair Reserve \$25,000

Public Utilities Department

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

Capital Improvement Narrative Fiscal Year 2021

General Fund FY21

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

Public Works

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

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

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

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

Public Works

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

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

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

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

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.

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 \$7,500

Administration

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

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 \$53,000

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). If funded in accordance with the schedule below, then this reserve will contain \$127,500 (includes FY20 funds). Funds would be reserved in the following manner:

FY19 \$40,000

FY20 \$46,500

FY21 \$53,000

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) plus \$470,000 that was released from a required VRA reserve. With \$100,000 allocated for this expense each year, \$90,000 will be paid to Suez 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.

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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 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.

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) plus \$470,000 that was released from a required VRA reserve. With \$100,000 allocated for this expense each year, \$90,000 will be paid to Suez 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.

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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 FY23

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. It is expected that the membrane replacement will have to be funded in accordance with the schedule below.

- 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 \$110,000
- FY32 \$110,000

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.

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Budget Worksheets



BUDGET WORKSHEET

Town of Berryville
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Batch: 7271 Operator: 4 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	\$922,000.00	\$0.00	\$0.00
100-3110102-0000 DEL REAL ESTATE TAXES	\$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

Town of Berryville
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Batch: 7271 Operator: 4 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 PLATES	\$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	\$3,760,512.00	\$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
4011100 TOWN COUNCIL								
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
4011100 TOWN COUNCIL	\$16,645.66	\$25,408.98	\$27,350.00	\$25,900.00	\$28,620.00	\$29,750.00	\$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
4011200 TOWN CLERK								
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 EXPENS	\$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
4012110 TOWN MANAGER								
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 EXPENS	\$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
4012110 TOWN MANAGER	\$77,696.62	\$139,498.97	\$169,300.00	\$140,900.00	\$149,150.00	\$162,800.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
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
4012220 PERSONNEL								
100-4012220-2210 RETIREMENT	\$52,213.68	\$100,893.36	\$110,380.00	\$116,350.00	\$110,380.00	\$129,500.00	\$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	\$5,750.00	\$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	\$187,500.00	\$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
4012220 PERSONNEL	\$151,184.78	\$269,939.20	\$315,940.00	\$314,555.00	\$301,615.00	\$361,545.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
<u>4012240 INDEPENDENT AUDITOR</u>								
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
4012410 TOWN TREASURER								
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 EXPENS	\$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 STAMPS	\$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
4012430 FINANCE/ACCOUNTING								
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 EXPENS	\$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
4012550 RISK MANAGEMENT								
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
4013100 ELECTIONS								
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
4031100 POLICE DEPARTMENT								
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 EXPENS	\$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 EXAMINATION	\$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
4031400 EMERGENCY SERVICES								
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 EXPENS	\$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 & MAINT	\$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 EXPENS	\$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
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
4042300 REFUSE COLLECTION								
100-4042300-3220 CONTRACTUAL SERVICE	\$91,134.66	\$196,740.94	\$187,700.00	\$182,300.00	\$183,000.00	\$189,200.00	\$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	\$245,200.00	\$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
4064200 BUILDING SERVICES								
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 SERVIC	\$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
4064200 BUILDING SERVICES	\$51,536.00	\$109,332.33	\$88,900.00	\$78,650.00	\$89,932.00	\$97,850.00	\$0.00	\$0.00

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4071310 PARKS & RECREATION								
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
4071310 PARKS & RECREATION	\$2,347.70	\$14,255.37	\$12,450.00	\$11,400.00	\$11,800.00	\$12,500.00	\$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
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 EXPENS	\$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 R	\$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
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	\$0.00	\$0.00	\$0.00
100-4081500-5411 WAYFINDING SIGNS	\$0.00	\$0.00	\$0.00	\$0.00	\$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
4081600 PLANNING COMMISSION								
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
4081600 PLANNING COMMISSION	\$1,815.84	\$3,920.00	\$6,470.00	\$6,250.00	\$4,250.00	\$6,250.00	\$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
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
4092000								
100-4092000-5800 MISCELLANEOUS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4092000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4094200 CAPITAL OUTLAY								
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	\$12,500.00	\$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	\$3,000.00	\$0.00	\$0.00
100-4094200-8230 REPAIRS TO 23 E MAIN/LI	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00	\$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 UPGRADE	\$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 EVALUA	\$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 AVENU	\$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	\$17,000.00	\$0.00	\$0.00
100-4094200-8913 POLICE CAMERA EQUIP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
100-4094200-8914 RIXEY MOORE PLAYGRO	\$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	\$97,041.00	\$0.00	\$0.00
4094300 CONTINGENCY	\$568.45	\$9,885.50	\$119,761.70	\$186,838.00	\$10,000.00	\$97,041.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4095000 DEBT SERVICE								
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)	(\$3,760,512.00)	\$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 CHARGES	\$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
4012220 PERSONNEL								
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	\$28,000.00	\$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	\$40,500.00	\$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	\$141,095.00	\$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 EXPENS	\$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 FEE	\$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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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 EXPENS	\$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 & MAINTEN	\$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
4094200 CAPITAL OUTLAY								
501-4094200-8101 EMERGENCY POWER CO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8102 TANK INSP & MAINT	\$0.00	\$0.00	\$450,000.00	\$75,000.00	\$450,000.00	\$85,000.00	\$0.00	\$0.00
501-4094200-8103 BACK WASH LAGOON UP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8104 SCADA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8105 PICK UP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8106 SERVICE TRUCK CHASIS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8107 AIR COMPRESSOR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8108 WATER LINE MAINTENA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8114 COMPUTER UPGRADE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8115 STORAGE TANK REPAIR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8116 TURBIDITY METER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8117 BACKWASH CONTROL R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8118 BACKWASH LAGOON UP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8119 CLEAR WELL EXPANSIO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8120 GENERATOR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8122 VALVE REPLAVEMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8144 WATER DIST SYSTEM UP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$85,000.00	\$0.00	\$0.00
501-4094200-8145 WTP SECURITY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8147 W LINE REP/ RICE ST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8167 SCADA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00
501-4094200-8200 PW SITE EXPANSION RES	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$0.00
501-4094200-8210 DEPRECIATION EXPENSE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8211 CAPITAL RESERVES	\$0.00	\$0.00	\$85,795.00	\$34,800.00	\$85,795.00	\$77,095.00	\$0.00	\$0.00
501-4094200-8345 PW ONE TON DUMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,750.00	\$0.00	\$0.00
501-4094200-8354 PICKUP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8355 WATER VALVE INSERTIO	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4094200-8360 Handheld Meter Reader	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
501-4094200-8361 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	\$500,845.00	\$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	\$21,000.00	\$0.00	\$0.00
4094300 CONTINGENCY	\$0.00	\$1,312.01	\$34,725.00	\$24,600.00	\$0.00	\$21,000.00	\$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
4095000 DEBT SERVICE								
501-4095000-9114 WACHOVIA/TAXABLE/PR	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4095000-9116 CIP PRINCIPAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4095000-9124 WACHOVIA/TAXABLE/IN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4095000-9126 WACHOVIA/NONTAX/INT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4095000-9130 ADMINISTRATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
501-4095000-9140 LOSS ON BOND INVEST	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4095000 DEBT SERVICE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
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 CHARGES	\$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
4012220 PERSONNEL								
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	\$43,250.00	\$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	\$62,700.00	\$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	\$182,880.00	\$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 EXPENS	\$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

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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 EXPENS	\$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

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4094100 CAPITAL PROJECTS								
502-4094100-8001 OUTFALL LINE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094100-8003 NEW WWTP	\$0.00	\$3,623.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4094100 CAPITAL PROJECTS	\$0.00	\$3,623.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4094200 CAPITAL OUTLAY								
502-4094200-8101 SEWER CHEWER REHAB	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8105 PICK UP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8109 SEWER LATERAL CAMER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8110 WWTP UPGRADES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8111 SEWER MAIN REHAB	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8112 RAW SEW RECIR CONT S	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8113 UV EXPANSION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8123 SCADA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$0.00	\$0.00
502-4094200-8124 PUMP STATION UPGRAD	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8134 SEWER SYSTEM UPGRA	\$0.00	\$48,001.24	\$110,000.00	\$100,000.00	\$110,000.00	\$110,000.00	\$0.00	\$0.00
502-4094200-8146 WWTP LAB DRYERS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8200 PW SITE EXPANSION RES	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$0.00
502-4094200-8201 AERATION EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8209 Amortization Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8210 DEPRECIATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8211 CAPITAL RESERVES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8345 PW ONE TON DUMP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,750.00	\$0.00	\$0.00
502-4094200-8354 PICKUP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8356 SEWER CHEWER REHAB	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8360 Handheld Meter Reader	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8367 SEWER JET RODDER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8411 CAPITAL RESRVE	\$0.00	\$0.00	\$239,000.00	\$271,855.00	\$239,000.00	\$24,475.00	\$0.00	\$0.00
502-4094200-8423 PICK-UP	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
502-4094200-8540 MEMBRANE REPLACEM	\$0.00	\$0.00	\$10,000.00	\$50,000.00	\$10,000.00	\$10,000.00	\$0.00	\$0.00
502-4094200-8545 MEMBRANE PRE-PURCH	\$0.00	\$90,000.00	\$90,000.00	\$90,000.00	\$90,000.00	\$90,000.00	\$0.00	\$0.00
502-4094200-8550 EQUIPMENT REPAIR RES	\$0.00	\$0.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$0.00	\$0.00
502-4094200-8602 3/4 T P-UP (1/2 VDOT)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
502-4094200-8604 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	\$300,225.00	\$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	\$31,050.00	\$0.00	\$0.00
4094300 CONTINGENCY	\$0.00	\$539.36	\$46,550.00	\$34,250.00	\$0.00	\$31,050.00	\$0.00	\$0.00

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GL Account/Description	Current Act	P/Y Actual	Current Bgt	P/Y Budget	Estimated	Requested	Recommended	Approved
4095000 DEBT SERVICE								
502-4095000-8001 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/PR	\$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

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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	

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