



AGENDA

TOWN COUNCIL MEETING

At Richlands Town Hall

September 12, 2023

6:00 P.M.

- I. Call meeting to Order.
- II. Invocation
- III. Pledge of Allegiance
- IV. Additions/Deletions to Agenda
 - a. Authorization to Pay Bills (August)
 - b. Minutes –Regular Scheduled Meeting August 8, 2023, and Special Called Meeting September 5, 2023.
- V. Agenda Items:
 - a. Reed Muehlman / Dialogue & Design- Update on Downtown Revitalization Project (Zoom)
 - b. Sheriff Brian Hieatt & 911 Director Randy Ann Davis
 - c. Carl Brown-Water/Sewer Rate Analysis (Zoom)
 - d. Christy Asbury, Treasurer of Richlands Garden Club
 - e. Personal Property Tax Ordinance Repeal- 2nd Reading
 - f. Electric Rate Change Ordinance
 - g. Halloween- Trick-or-Treat Dates
 - h. Donations Policy & History of Donations
 - i. Donation Request- SWVA Community College- Festival of the Arts
 - j. Four County Transit- Activity Report for the Fiscal Year
 - k. Milling Line Painting & Reflector Replacement Bid Award
 - l. Sale of Surplus Police Cars

- m. Cumberland Plateau Regional Housing Authority-Payment in Lieu of Taxes for Fairfax Court Apartments
 - n. EMS VRS Update Request
 - o. Community Development Building Discussion
- VI. Staff Reports / Updates
- a. Bulk Pick-Up/ Brush Pick-Up/ Mowing
 - b. Request for Bids for Grapple Truck
 - c. Oriole Street Bridge Update
 - d. Financial Matters:
 - 1. VRSA Grant Received
 - 2. Audit Update
 - 3. Water Plant Pump Bid Solicitation
 - 4. Monthly Financial Report
- VII. Scheduled Public Comments (5 Minute Max)
- a. Rocky Hill-Parks & Rec-Britts Park and Critterville
- VIII. Unscheduled Public Comments (3 Minute Max)
- IX. Attorney Report
- a. Town Procurement Code
 - b. Town Surplus Property Code
- X. Town Manager Report
- a. Read Town Manager Interview Statement- if necessary.
 - b. Misc. updates
- XI. Council Members Report
- a. Laura Mollo
 - b. Jan White
 - c. Jordan Bales
 - d. Rick Wood
 - e. Gary Jackson
 - f. Doug Ratliff
- XII. Mayor's Comments
- XIII. Executive Closed Session (if needed)
- XIV. Adjourn Meeting

Next Regular Meeting is October 10, 2023.

		Town of Richlands		
		PAID CHECKS REPORT		
		8/9/2023 to 9/7/2023		
Check#	Paid To	CHECK DATE	AMOUNT	Description
14319	TRIAD	8/9/2023	\$100.00	TRIAD-PD-SENIOR SAFETY PARTICIPATION PO 305899
14320	BUCHANAN GENERAL HOSPITAL	8/10/2023	\$350.00	BUCH GEN-CPR CLASS-ST/8, EL/3, LINES/3 CARDS
14321	KEITH REYNOLDS	8/10/2023	\$60.00	FIRE-CELL PHONE ALLOWANCE
14322	SETH FREEMAN	8/11/2023	\$150.00	S FREEMAN-PD-ACADEMY PO 305828
14323	TYLER HUTCHINSON	8/11/2023	\$81.01	PD-FUEL PURCHASE FOR TRAFFIC STOP TRAINING -ACADEMY PO 305909
14324	TYLER HUTCHINSON	8/11/2023	\$150.00	T HUTCHINSON-PD-ACADEMY PO 305712
14325	POSTMASTER	8/16/2023	\$320.76	POSTMASTER-AUG 23 DELINQ BILLS
14326	REDACTED	8/16/2023	\$150.00	DTF-POSTAGE PO 305184
14327	A T & T MOBILITY	8/17/2023	\$149.60	AT&T-DTF-WIRELESS SERVICE PO 305859
14328	AMAZON CAPITAL SERVICES, INC.	8/17/2023	\$2,956.15	ST/PD/RESCUE-OFFICE SUPPLIES, TN HALL-HVAC FILTERS
14329	BERKLEY GROUP (THE), LLC	8/17/2023	\$16,347.15	BERKLEY GROUP-PROVIDING INTERIM TN MGR SVCS 7.16-31.23
14330	BERKLEY GROUP (THE), LLC	8/17/2023	\$15,000.00	BERKLEY GROUP-50% LUMP SUM FEE-TN MGR EXEC SEARCH SERVICES
14331	BLUEFIELD DAILY TELEGRAPH	8/17/2023	\$2,389.28	TN MGR/FIN DIR/ACCT CLERK/SYN BUDGET/RFP PAVING
14332	HOME NURSING CARE, INC.	8/17/2023	\$160.00	HOME NURSING CARE-RESCUE-OXYGEN PO RS3649
14333	HOMETOWN GROCERY, LLC	8/17/2023	\$156.35	GRANT'S-WWTP-120 GALS DISTILLED WATER PO 82234
14334	LEAF	8/17/2023	\$111.27	LEAF-PD-COPIER KONICA C300I PO 305877
14335	LOWE'S	8/17/2023	\$1,172.20	REC-SUPPLIES, POOL UMBRELLAS, WWTP-WATER HOSE, WATER
14336	LUSK DISPOSAL SERVICE, INC.	8/17/2023	\$1,334.40	LUSK-WWTP-JULY 23 HAUL SVC PO 82244
14337	OLD DOMINION SLUSH PUPPIE	8/17/2023	\$106.00	OLD DOM SLUSH-REC-CONCESSSIONS PO 2949
14338	RICHLANDS FARM BUREAU	8/17/2023	\$812.73	RLDS FARM BUREAU-WWTP-MUCK BOOTS/BOOTS/PALLET LIME PO 82238
14339	RICHLANDS POOLS & SPAS	8/17/2023	\$999.98	RLDS POOLS-REC-2-50# POOLIFE 3" TABS PO 2947
14340	RICOH USA INC.	8/17/2023	\$78.32	RIOCH-PD-INVESTIGATIONS-COPIER PO 305902
14341	SETH FREEMAN	8/17/2023	\$150.00	S FREEMAN-PD-ACADEMY PER DIEM PO 305828
14342	SPECTRUM BUSINESS	8/17/2023	\$34.19	SPECTRUM-COMM ACCESS-SET TOP BOX PO 305899
14343	TRANSUNION	8/17/2023	\$120.00	TRANSUNION-PD-DATA SOLUTIONS PO 305891
14344	TRI-CITIES/SW VA REGIONAL GROUP	8/17/2023	\$756.50	TRI-CITIES/SW VA REG GR-TOWN MGR AD 5/28-6/04/23
14345	TYLER HUTCHINSON	8/17/2023	\$150.00	T HUTCHINSON-PD-ACADEMY PER DIEM PO 305712
14346	ULTRA PETROLEUM	8/17/2023	\$2,881.30	ULTRA-WWTP-500 GALS OFF RD DIESEL PO 82233
14347	VERIZON	8/17/2023	\$321.88	VERIZON-WTP/DTF LINES
14348	VIRGINIA RETIREMENT SYSTEMS	8/17/2023	\$38,226.00	VRS-PD/FIRE/RESCUE-LODA PAYMENTS
14349	WYTHEVILLE OFFICE SUPPLY, INC.	8/17/2023	\$208.41	WYTHEVILLE OFFICE-PD-FOLDERS, WHITE OFFICE PAPER PO 305847
14350	BLAKE BAILEY	8/24/2023	\$45.00	B BAILEY-WWTP-LEB CLASSES 3 MEALS
14351	CHRISTOPHER MICALE, TRUSTEE	8/24/2023	\$225.67	GARNISHMENT
14352	CHRISTOPHER MICALE, TRUSTEE	8/24/2023	\$225.67	GARNISHMENT
14353	CHRISTOPHER MICALE, TRUSTEE	8/24/2023	\$225.67	GARNISHMENT
14354	CHRISTOPHER MICALE, TRUSTEE	8/24/2023	\$225.67	GARNISHMENT
14355	FIRST COMMUNITY BANK	8/24/2023	\$2,303.74	PD CLEANING SUPPLIES/POSTAGE-REC CONCESSION
14356	GARRY BAILIFF	8/24/2023	\$15.00	G BAILIFF-WWTP-PER DIEM 8.17.23
14357	JEFF LESTER	8/24/2023	\$106.00	J LESTER-ST-BOOT ALLOWANCE PO 14962
14358	PITNEY BOWES INC.	8/24/2023	\$1,020.99	PITNEY BOWES-POSTAGE REFILL-FIN/W/S/E
14359	SETH FREEMAN	8/24/2023	\$150.00	PD-S FREEMAN PER DIEM-ACADEMY PO 305828
14360	TOWN OF RICHLANDS	8/24/2023	\$236.86	EMPLOYEE P/R DEDUCTION
14361	TOWN OF RICHLANDS	8/24/2023	\$868.67	EMPLOYEE P/R DEDUCTION
14362	TYLER HUTCHINSON	8/24/2023	\$120.00	PD-T HUTCHINSON- PER DIEM-ACADEMY PO 305712
14363	UPS	8/24/2023	\$5.88	UPS-EL-SAFETY TESTS PO EL93672
14364	ADAM CROUSE	9/1/2023	\$60.00	A CROUSE-PD-CELL PHONE ALLOWANCE
14365	AMANDA CANTRELL	9/1/2023	\$70.09	FIN OFFICE-DMV GRANT CLASS IN BRISTOL 8.29.23
14366	APPALACHIAN POWER	9/1/2023	\$1,308.42	WWTP/ST/LINES
14367	AUSTIN KEEN	9/1/2023	\$44.25	AUSTIN KEEN-PER DIEM FIRE FIGHTER CLASS
14368	BAD AXERY, LLC C/O GERALD COLLINS	9/1/2023	\$23.05	Utility Refund for 1403858.00 96
14369	BERKLEY GROUP (THE), LLC	9/1/2023	\$16,200.00	8.1-8.15.23-INTERIM TOWN MANAGER SERVICES
14370	BILLY SHELTON	9/1/2023	\$60.00	B SHELTON-LINES-CELL PHONE ALLOWANCE
14371	BOSTIC, TUCKER & CO PC	9/1/2023	\$10,000.00	BOSTIC, TUCKER-1/3 JUNE 30, 2022 AUDIT
14372	BUCHANAN GENERAL HOSPITAL	9/1/2023	\$20.00	RESCUE 2 CPR RECERT CARDS (C LESTER, B WHITE)
14373	CHRISTOPHER MICALE, TRUSTEE	9/1/2023	\$225.67	GARNISHMENT
14374	COMMONWEALTH OF VA-ENERGY ASSIST	9/1/2023	\$144.37	COA-ENERGY ASSISTANCE PROG-EST OF ELIZABETH RYAN-REFUND
14375	DOMINION PEST CONTROL, INC.	9/1/2023	\$105.00	RE-ISSUED REC-DEC 2019 PO 2671
14376	ERIC JOHNSON	9/1/2023	\$60.00	E JOHNSON-WTP-CELL PHONE ALLOWANCE
14377	FRANK MONTOYA	9/1/2023	\$14.00	FRANK MONTOYA-WWTP-TESTING JOHNSON CITY, TN 04.21.21 PER DIEM
14378	FRANK MONTOYA	9/1/2023	\$106.00	F MONTOYA-WWTP-BOOT ALLOWANCE
14379	GEMPLER'S	9/1/2023	\$41.88	GEMPLER'S-ST 12 SAFETY GLASSES PO 14912
14380	GEORGE WEST	9/1/2023	\$60.00	G WEST-ST-CELL PHONE ALLOWANCE
14381	GOLDEN GIRLS DINER	9/1/2023	\$43.69	Utility Refund for 1403918.00 95
14382	HAYDEN DRAKE GIBSON	9/1/2023	\$80.22	Utility Refund for 808586.00 93

14383	JAMES NEWBERRY	9/1/2023	\$60.00	J NEWBERRY-EL DEPT-CELL PHONE ALLOWANCE		
14384	JEFF LESTER	9/1/2023	\$60.00	J LESTER-ST-CELL PHONE ALLOWANCE		
14385	JESSICA REYNOLDS-LAWRENCE	9/1/2023	\$60.00	J LAWRENCE-REC-CELL PHONE ALLOWANCE		
14386	JOE DANNY OSBORNE	9/1/2023	\$27.38	Utility Refund for 606230.00 96		
14387	JOSEPH W SHEPHERD	9/1/2023	\$82.16	Utility Refund for 10010892.00 98		
14388	KEITH REYNOLDS	9/1/2023	\$60.00	K REYNOLDS-FIRE-CELL PHONE ALLOWANCE		
14389	KIM'S FLORAL DESIGNS	9/1/2023	\$5.00	KIM'S FLORAL-RESCUE J WHITED DEL FEE ONLY		
14390	LINDSEY ALEXIS SWORD	9/1/2023	\$176.96	Utility Refund for 202326.00 94		
14391	LUSK DISPOSAL SERVICE, INC.	9/1/2023	\$764.26	LUSK-CVMC JULY '23 HAUL BILL		
14392	MATT WHITED	9/1/2023	\$60.00	M WHITED-RESCUE-CELL PHONE ALLOWANCE		
14393	MICHAEL SIZEMORE	9/1/2023	\$11.35	MIKE SIZEMORE-WTP-DISTILLED WATER PO WTP0081		
14394	NATHAN KEEN	9/1/2023	\$60.00	N KEEN-W/S/E-CELL PHONE ALLOWANCE		
14395	NATHAN ROBERTS	9/1/2023	\$60.00	N ROBERTS-EL DEPT-CELL PHONE ALLOWANCE		
14396	RICHLANDS TOWNE CENTER LAUNDROMA	9/1/2023	\$20.25	FIRE-WASH & DRY TURNOUT GEAR -REISSUE CHECK		
14397	RICKY CORDLE	9/1/2023	\$60.00	R CORDLE-EL DEPT-CELL PHONE ALLOWANCE		
14398	RICOH USA INC.	9/1/2023	\$183.06	RICOH-PD-COPIERS-DISPATCH, SQ ROOM PO 305930		
14399	RICOH USA, INC.	9/1/2023	\$194.97	RICOH-FIN OFFICE-COPIER, MAINT W/ TONER		
14400	RON HOLT	9/1/2023	\$60.00	R HOLT-PD-CELL PHONE ALLOWANCE		
14401	RONNIE CAMPBELL	9/1/2023	\$174.82	R CAMPBELL-DANVILLE-AMP MTG MILEAGE/PER DIEM		
14402	SEGRA	9/1/2023	\$2,322.47	SEGRA-PHONE SERVICE-ALL DEPTS		
14403	SETH FREEMAN	9/1/2023	\$120.00	SETH FREEMAN-PD-ACADEMY-PO 305828		
14404	SHAWN CURTIS SHELTON	9/1/2023	\$345.00	Utility Refund for 707612.00 92		
14405	SIDNEY ALLEN COMPTON	9/1/2023	\$60.00	A COMPTON-EL DEPT-CELL PHONE ALLOWANCE		
14406	SPECTRUM BUSINESS	9/1/2023	\$119.87	SPECTRUM-WWTP-WWTP-395 SCOTCH RD TELEMETRY		
14407	STEVE WHITE	9/1/2023	\$60.00	S WHITE-ST-CELL PHONE ALLOWANCE		
14408	SUZANNE MICHELLE DOUGLAS	9/1/2023	\$38.50	Utility Refund for 605894.00 95		
14409	TAZEWELL CO PUBLIC SERVICE AUTHORIT	9/1/2023	\$42.79	TCPA-WWTP-LIFT STATION		
14410	TRAVIS JOHN COCHRAN JR	9/1/2023	\$27.67	Utility Refund for 11011594.00 91		
14411	TRAVIS MITCHELL	9/1/2023	\$60.00	T MITCHELL-LINES-CELL PHONE ALLOWANCE		
14412	VERIZON	9/1/2023	\$560.59	VERIZON-PD-2633/4035		
14413	VERIZON WIRELESS	9/1/2023	\$1,691.49	VERIZON WIRELESS-PD/DTF/RESCUE/W/S/E/ST CELL PHONES		
14414	WHITECLIFF PROPERTIES, LLC	9/1/2023	\$69.22	Utility Refund for 1504926.00 96		
14415	TREASURER TAZEWELL COUNTY	9/1/2023	\$78.16	TREAS, TAZ CO-JULY '23 CONSUMER UT TAX		
14416	GRAHAM, TERRIE L	9/7/2023	\$4.05	PERSONAL PROP 2022 TAX-OVER PMT		
14417	HALEY BROOKE MORGAN ROBINETTE	9/7/2023	\$15.54	Utility Refund for 605768.00 96		
14418	JORDAN LEE VANCE	9/7/2023	\$89.62	Utility Refund for 11012407.00 95		
14419	JUSTIN SEAN LOWE	9/7/2023	\$1,130.40	Utility Refund for 605600.00 93		
14420	LEAF	9/7/2023	\$123.63	LEAF-PD COPIER LEASE, INSURANCE PO 305948		
14421	SETH FREEMAN	9/7/2023	\$150.00	SETH FREEMAN-PD ACADEMY PO 305828		
14422	THOMAS R CASE	9/7/2023	\$30.00	Utility Refund for 303480.00 98		
14423	TOWN OF RICHLANDS	9/7/2023	\$955.68	TEEN VENTURE-UT BILL PD BY ORDER OF COUNCIL		
14424	TYLER HUTCHINSON	9/7/2023	\$40.00	T HUTCHINSON-PD-FUEL 11.431 GAL PO 305949		
14425	VALEAC	9/7/2023	\$300.00	VALEAC-A BEHELER, M WHITED 2023 CONF PO 305936		
14426	VERIZON	9/7/2023	\$533.77	VERIZON-PD-2633/4035		
	Total Checks:		\$131,573.60			
	GRAND TOTAL		\$131,573.60			

		Town of Richlands	
		PAID CHECKS REPORT	
		9/8/2023	
Check#	Paid To	Amount	Description
14427	ADVANCE AUTO PARTS	\$997.48	ADVANCE-ALL DEPTS-PARTS, BATTERIES, SUPPLIES
14428	AMAZON WEB SERVICES, INC.	\$655.73	AMAZON WEB-AUG 2023 CLOUD SERVICE
14429	APPALACHIAN AGGREGATES, LLC	\$4,197.79	ST-STOCK, ORIOLE ST BRIDGE DETOUR- 26'S CRUSHER RUN/3" CRUSHER RUN
14430	APPLIED INDUSTRIAL TECHNOLOGIES-DIXIE	\$334.18	SUPPLIES ST/SANT/EL-DEF FLUID PO 14837
14431	ARAMARK UNIFORM SERVICES	\$1,902.60	ALL DEPTS-UNIFORMS, DUST MOPS, RUGS
14432	BIOLOGICAL MONITORING, INC.	\$1,900.00	BMS-WWTP-TOXICITY TESTS PO 82256
14433	BLUE RIDGE POWER AGENCY	\$11,838.80	BRPA-JULY 2023-GDS/ENG/LGL/SR SVCS, 50% DUES
14434	BLUE WOLF SALES AND SERVICE, INC.	\$220.91	BLUE WOLF-RESCUE-CAR WASH SOAP, TIRE DRESSING PO RS3650
14435	CARTER MACHINERY COMPANY, INC.	\$1,262.94	CARTER-WWTP/WTP -GENERATORS PERFORM PM
14436	CLINCH VALLEY MEDICAL CENTER	\$813.00	CVMC-ST/WWTP/FIN/PD-NEW HIRE DRUG TESTING
14437	CMC SUPPLY, INC.	\$483.87	CMC SUPPLY-LINES 6-3/4" BALL CORP STOP PO L83653
14438	COCA-COLA BOTTLING CO, INC.	\$527.02	COCA COLA-REC-CONCESSION PO RP2951
14439	CONSOLIDATED STEEL, INC.	\$3,700.00	CONSOLIDATED-ORIOLE ST BRIDGE-STEEL PLATE PO 15048
14440	CRAB ORCHARD VETERINARY SVCS, INC.	\$465.00	CRAB ORHCARD VET-PD-SVCS FOR HILTON ST/BURNET ST
14441	CREATIVETIME SOLUTIONS	\$150.00	CREATIVETIME SOLUTIONS-TIME & ATTENDANCE WEB HOSTING-ALL EMPLOYEES
14442	EARL COLE INC. DBA-THE VOICE	\$42.00	THE VOICE-PD-AD 8/30/23 ISSUE SURPLUS POLICE CARS PO 302157
14443	EDWARDS MECHANICAL SERVICES LLC	\$3,000.00	EDWARDS MECHANICAL-WTP-BAL OF HP FOR KITCHEN -3 TON
14444	ELITE LAWN SERVICE	\$14,030.00	ELITE LAWN SVC-AUG 23 MOWING
14445	F.S.I. MID STATE DIV., INC.	\$85.00	FSI MID STATE-PD-HVAC FILTERS PO 305920
14446	FEDEX	\$3.46	FEDEX-TN HALL-CORE MARK DISTRIBUTORS-CIG STAMPS
14447	GALETON GLOVES AND SAFETY PRODUCTS	\$574.86	SHOP-WELDING GLOVES, 8N MIL BLCK PF NITR GLVS-LINES-GLOVES
14448	GIBSON ENTERPRISES, INC.	\$4,074.98	ALL DEPTS-ANTI FRZ/POWER STEERING FLUID/IMPACTED CLEANER/FRGHT
14449	GILLESPIE, HART, PYOTT, THOMAS & HUNTER, P.C	\$4,959.78	GILLESPIE HART-JULY 2023 TOWN ATTY
14450	GONZALEZ LAW, PLLC	\$120.00	GONZALEZ LAW-PD-COURT COSTS
14451	HORN LOCKSMITH SERVICE	\$952.37	HORN LOCKSMITH-PD-DRILL SAFE PO 305890
14452	INDIAN TOWING SERVICE, LLC	\$320.00	INDIAN TOWING-PD-#56/#51-TO RAMEY TAZ
14453	JERRY'S AUTO SERVICE	\$1,789.89	JERRY'S AUTO-SANT #628-LABOR PO 14937
14454	KIDD TIRE AUTO PARTS	\$1,303.74	ST-TOOL TRUCK-REPAIRS, PD #45 LABOR
14455	LARRY HELTON	\$180.00	LARRY HELTON-PD-UNIT 47, UNIT 48 REPAIRS PO 305953
14456	LAWSON PRODUCTS, INC.	\$532.98	LAWSON-ALL DEPTS-CABLE TIES/SCREWS/NUTS/COVERED PRIMARY WIRE PO 14959
14457	LEE SUPPLY CO. INC	\$1,464.00	LEE SUPPLY-ORIOLE ST BRIDGE DETOUR-MAT UNDER GRAVEL TO STABILIZE ROAD PO 14942
14458	LEXISNEXIS RISK SOLUTIONS	\$35.00	LEXISNEXIS-DTF AUG'23 CONTRACT FEE PO 305963
14459	LOGICS	\$380.00	LOGICS-CREATE ADJ FOR 10% DISCOUNT-UT MGMT SOFTWARE
14460	LOWE'S	\$3,453.69	LOWE'S-ALL DEPTS-SUPPLIES & MATERIALS
14461	MARK E. ISON	\$1,500.00	MARK E ISON-SEPT 23 IT SUPPORT PO 305962
14462	MCCLURE CONCRETE PRODUCTS, INC.	\$928.00	MCCLURE CONCRETE-DRIVEWAY 4TH ST-BILLED CUSTOMER
14463	MIKE'S TIRE SALES	\$2,689.91	SANT 625/630-WHEELS & TIRES
14464	MINEQUEST, INC.	\$907.82	SANT 630-HOSE ASSY, SHOP-SUCTION HOSE FOR OIL PUMP
14465	MSC INDUSTRIAL SUPPLY CO.	\$224.32	SHOP 1" ALUM TYPE DP QUICK CPL (2), MALE ADAPTORS
14466	NORTHERN SAFETY CO., INC.	\$1,428.04	ST/SANT-HI VIS RAINSUITS, TOILET PAPER, CTR PULL TOWELS, GLOVES
14467	NORTHERN TOOL & EQUIPMENT	\$594.97	NORTHERN TOOL-SHOP-WASTE OIL PUMP, FLEXZILLA
14468	NROUTE LLC	\$13,735.00	NROUTE-ARPA LAW ENF GRANT-4 POLICE PKGS FOR 2023 TAHOES PO 305817
14469	OUTDOOR COUNTRY	\$925.93	ST-2 NEW STIHL CHAINSAWS, CHAIN LOOP, SWISS FILE PO 14924
14470	PACE ANALYTICAL SERVICES, LLC	\$181.00	PACE-WWTP-JULY 2023 MONTHLY SAMPLES PO 82240
14471	POSITIVE PROMOTIONS, INC.	\$538.76	POSITIVE PROMOTIONS-PD-PROMOTIONAL ITEMS PO 305857
14472	PRIORITY MEDICAL CLAIMS, INC.	\$3,691.62	PMC-RESCUE AUG 2023 COLLECTIONS
14473	PROFESSIONAL MAIL SERVICES, INC.	\$398.84	PMSI-SEPT 23 ALL BILLS PRINTING
14474	QUADMED, INC.	\$1,648.04	QUADMED-RESCUE-MEDICAL SUPPLIES PO RS3643
14475	RAMEY RICHLANDS	\$113.72	RAMEY RICHLANDS-PD #32-WEATHERSTRIP, SL-N-HOSE PO 14964
14476	RAVEN SUPER MARKET	\$112.55	WWTP-SUPPLIES, MATERIALS
14477	RC SERVICES	\$3,200.00	ORIOLE ST BRIDGE-MESSAGE BOARDS (2) MONTHLY RENTAL PO 14539
14478	RICHLANDS FARM BUREAU	\$713.08	ALL DEPTS-SUPPLIES/MATERIALS
14479	SAFE LIFE DEFENSE	\$1,521.00	DCIS ARPA GRANT-5 HARD RIFLE PLATE LEVEL IV PO 305898
14480	SILVER SPUR SUPPLY, INC.	\$3.78	SILVER SPUR-WWTP-COUPILING, 3/8 X 5 PO 82249
14481	SOUTHWEST CALIBRATIONS	\$50.00	SW CALIBRATIONS-PD 1 POLICE CRUISER PO 305945
14482	SPEEDY LUBE, INC.	\$143.00	SPEEDY LUBE-DTF 2 FULL SVC OIL CHANGE PO 305950
14483	TEEN VENTURE	\$158.00	TEEN VENTURE-AUG 2023 DONATIONS COLLECTED
14484	THI	\$100.00	THI-FIRE-#515 CAB JACK REPAIRED PO 2157
14485	THOMPSON & LITTON, INC.	\$212.00	T & L-LINES SSES (MOU#10)-AUGUST 2023 PROF SVCS
14486	TRACTOR SUPPLY COMPANY	\$59.99	TRACTOR SUPPLY-WWTP-BLADES FOR CUB CADET MOWER PO 82251
14487	TREASURER OF VA-DPOR	\$100.00	TREAS DPOR-WWTP-PROPST, STACIA CLASS 2 WWTP
14488	TRI-CITY BUSINESS MACHINES CO	\$103.00	TRI-CITIES BUS MACHINES-PD-COPIER, COPIES B/W, COLOR
14489	TRUCKPRO, LLC	\$1,082.67	SANT/FIRE/RESCUE PARTS
14490	ULTRA PETROLEUM	\$13,958.38	ALL DEPTS FUEL
14491	VANCE GRAPHICS	\$57.20	VANCE GRAPHICS-PD 220 2X4 TICKET PO 305960
14492	WITMER PUBLIC SAFETY GROUP, INC.	\$545.00	WITMER-PD-ACTIVE SHOOTER KIT WITH LEVEL IV PLATES, BLACK PO 305928
14493	W-L CONSTRUCTION & PAVING, INC.	\$732.22	W-L CONST-ST-6.90 TON ASPHALT
14494	WYTHEVILLE OFFICE SUPPLY, INC.	\$1,250.53	WYTHEVILLE OFFICE-PD-OFFICE SUPPLIES
14495	ZOLL DATA SYSTEMS	\$316.15	ZOLL DATA-RESCUE-SEPT 23 EMS CHARTS PO RS3657
14496	ZOLL MEDICAL CORPORATION	\$843.60	ZOLL MEDICAL-RESCUE-ADULT REUSABLE SENSOR PO RS3638
	Total Checks:	\$121,519.19	
	AMP (JULY 2023)	\$378,581.30	
	CONSTELLATION ENERGY (JULY 23)	\$12,680.00	
	ANTHEM BC/BS	\$88,245.00	
	VRS (JUNE 2023)	\$71,156.57	
	GRAND TOTAL	\$672,182.06	

**TOWN OF RICHLANDS
SPECIAL CALLED MEETING**

The Richlands Town Council held a “Special Called Meeting” on Tuesday, September 5, 2023, at 6:00 pm in the Richlands Council Chambers with the following present:

Interim Town Manager: Clarence Monday
Mayor: Rod Cury
Council Members: Gary Jackson, Jordan Bales, Jan White, Rick Wood and Laura Mollo.
Council Member Absent: Doug Ratliff
Town Attorney: Michael Thomas
Acting Town Clerk: Susan Whitt
Town Staff: Ronnie Campbell, Finance Director

The Town Meeting was called to order at 6:00pm and opened with the invocation and the Pledge of Allegiance led by Mayor Rod Cury.

IN RE: Additions, Deletions, or Corrections to the Agenda

Upon a motion by Rick Wood seconded by Jordan Bales and the unanimous roll call vote of all members present, the Council voted to approve the agenda as presented.

IN RE: Executive Session

Upon a motion by Rick Wood seconded by Gary Jackson and the unanimous roll call vote of all members present, the Council voted to go into Executive Session pursuant to VA Code Section: 2.2-3711 (A)(1) Personnel.

Upon a motion by Jan White seconded by Laura Mollo and the unanimous roll call vote of all members present, the Council voted to return to Open Session.

Upon a motion by Rick Wood seconded by Jan White and the unanimous roll call vote of all members present, the Council certified that only VA Code Sections 2.2-3711 (A)(1) was discussed during the Executive Session.

While in the open meeting, the Town Attorney read a statement from Va Code Section 2.2-3712 (b) that the Town Council will be interviewing candidates for the Town Manager position at an undisclosed date/time/location within the next 15 days.

IN RE: Adjournment

Upon a motion by Rick Wood seconded by Jordan Bales and the unanimous roll call vote of all members present, the meeting was adjourned at 7:30 pm.

Rod Cury, Mayor

Acting Town Clerk, Susan Whitt

**TOWN OF RICHLANDS
REGULAR MONTHLY MEETING**

The Richlands Town Council held a “Regular Monthly Meeting” on Tuesday, August 8, 2023, at 6:00 pm in the Richlands Council Chambers with the following present:

Mayor: Rod. D. Cury
Interim Town Manager: Clarence Monday
Office Manager: Susan Whitt
Town Clerk: Amanda Beheler
Finance Manager: Ronnie Campbell
Council Members: Doug Ratliff, Gary Jackson, Rick Wood, Jordan Bales, Jan White, and Laura Mollo.
Town Attorney: Michael Thomas

The Town Meeting was called to order at 6:00pm and opened with the invocation and the Pledge of Allegiance led by Mayor Cury.

IN RE: Additions, Deletions, or Corrections to the Agenda

Upon a motion by Rick Wood seconded by Jan White and the roll call vote of all members present, the Council voted to approve the agenda.

IN RE: Authorization to Pay Bills

Upon a motion by Laura Mollo seconded by Gary Jackson and the unanimous roll call vote of all members present, the Council voted to approve paying the bills.

IN RE: Minutes

Upon a motion by Laura Mollo seconded by Jan White and the unanimous roll call vote of all member present, the Council voted to approve the following Minutes: Regular Meeting July 11, 2023 and Special Called Meeting July 19, 2023.

IN RE: VDOT Smart Scale Project Modifications Presentation

Mr. Monday provided a brief background to the Council regarding a US-460 Corridor Safety Study completed in 2017. The study provided recommendations for Front Street and Second Street. The Town applied for project funding and was approved at an estimated 1.5 billion dollars. In 2020, the Town adopted a resolution stating they were interested in moving forward with that initiative. The Virginia Department of Transportation realized there were issues in the original design and felt that a revision was necessary.

Blake Allor, VDOT Bristol District Planning Manager and Alex Shoemaker, VDOT Bristol District Traffic Engineer presented a Smart Scale Project Modification Presentation to the Council. Mr. Shoemaker explained the needed changes to the project.

Mr. Cury advised the new Resolution R2023-08-01 would need to be signed by the Council to move forward with the project.

Mayor Cury read Resolution R2023-08-01.

Upon a motion by Rick Wood seconded by Gary Jackson and the unanimous roll call vote of all members present, the Council voted to adopt resolution R2023-08-01.

IN RE: Blue Ridge Power Association Appointment and Alternate

Mr. Monday advised the Town currently does not have a Representative or an Alternate Representative appointed to the Blue Ridge Power Association. Mr. Monday recommended the Council consider appointing the towns new Financial Director, Ronnie Campbell. Mr. Campbell has a background in private sector utilities. Mr. Monday also recommended Allen Compton, who currently works in the town's electric department as the Alternate Representative.

At Mayor Cury's request, Mr. Campbell gave a brief overview of his experience and background.

Mayor Cury read Resolution 2023-08-02.

Upon a motion by Rick Wood seconded by Gary Jackson and the unanimous roll call vote of all members present, the Council voted to adopt resolution R2023-08-02.

IN RE: Communications Grant

Mr. Campbell advised the Council that fourteen thousand dollars will be taken from the department's expense items. Mr. Campbell also advised that the town would receive an additional ten thousand dollars from the county, which will finish funding what is needed for this project to move forward.

IN RE: Waste Water Flowmeter Replacement

Mr. Campbell advised this is a meter that is used in the billing process at the Waste Water plant that has been giving erratic readings and cannot be repaired. Mr. Campbell stated he had an estimate of six thousand one hundred and twenty-four dollars for a replacement and requested the Council to transfer the needed funds from the maintenance expense budget to the capital budget for the procurement of this meter.

Upon a motion by Rick Wood seconded by Jordan Bales and the unanimous roll call vote of all members present, the Council voted to approve the purchase of a new flowmeter.

IN RE: Oriole Street Bridge Update

Mr. Campbell advised the Council that structural damage was discovered on the Oriole Street Bridge on July 12, 2023. Mr. Campbell stated he had procured under emergency procedures steel plates for seventy-four hundred dollars and signage to warn drivers of the bridges weight limit.

Mr. Monday discussed plans to finish the bridge repairs and funding for repairs with the Council. Mr. Monday advised he would have more information for Council at the next meeting.

IN RE: Donation Request Procedure

Council member Laura Mollo advised that the Town currently does not have any procedures in place for donation requests. Mrs. Mollo expressed her concern for the need to have a more streamlined and fair process to handle donation requests. Mrs. Mollo provided the Council with a guideline used by a neighboring town.

This Council discussed different options regarding donations.

Upon a motion by Laura Mollo seconded by Doug Ratliff and the roll call vote of all members present, with Jordan Bales voting no, the Council voted 5-1 to approve a five-thousand dollar cap on donations given out per fiscal year.

IN RE: Southwest Virginia Community College- Festival of the Arts- Donation Request

Mayor Cury read a donation letter from Southwest Virginia Community College requesting five hundred dollars for their Festival of the Arts. Council Member Jan White asked Office Manager Susan Whitt to compile a list of donations given so far this fiscal year before the Council votes on this request. Council agreed.

Mayor Cury advised this will be placed on hold until the next meeting.

IN RE: Electrical Rate Decrease

Council member Doug Ratliff discussed electrical rates with the Council and recommended a ten percent decrease for three months to help citizens.

Mr. Monday provided an Electrical Department Budget Rate Reduction Proposal spreadsheet made by Mr. Campbell to the Council.

Upon a motion by Laura Mollo seconded by Jan White and the roll call vote of all members present, with Gary Jackson and Jordan Bales voting no, the Council voted 4-2 to approve a ten percent decrease in electrical rates for three months.

Mayor Cury declared a ten-minute recess.

IN RE: CPPDC Grant Project

Jordan Dillon, Economic Development Director for the Cumberland Plateau Planning District spoke to the Council about finishing Project Greenway. Mrs. Dillon stated the next phase of this project would be mulch and fencing at the playground. The Town will receive fifty thousand dollars from the CPPDC Grant leaving an estimated twenty thousand dollars to be paid by the Town.

Mrs. Mollo asked Mrs. Dillon if the Town is required to move forward with this project.

Mrs. Dillon suggested to at least move forward finishing the playground area with the mulch and fencing for it to be a safe and useable space.

Upon a motion by Rick Wood seconded by Jordan Bales and the roll call vote of all members present, with Laura Mollo voting no, the Council voted 5-1 to approve moving forward with this project.

IN RE: Scheduled Public Comments

- a. Janet Humphrey Gibson, Owner of Red's Variety located at 1233 Front Street advised there are no ramps or handicapped parking spots near her business creating dangerous situations with traffic for her and her customers.

Mayor Cury suggested Mr. Monday work with Chief Holt to find a solution for this issue.

Mayor Cury thanked Mrs. Gibson for bringing this issue to the Councils attention.

- b. Cecil Ball, 202 Vicky Drive, advised in 2014 the Town placed a sewer along the bottom of his driveway. He stated the Town did not place a ditch back and he could no longer use his driveway.

Mayor Cury suggested Mr. Monday and the Street Committee visit his property.

IN RE: Unscheduled Public Comments

- a. Morgan Earp, 1618 6th Street, advised he started a petition to have a council member removed under Code of VA 24.2-233 Section 1 and Section 3. Mr. Earp gave the Council three options: 1. To continue with petition, 2. File a discrimination claim against the Town, or 3. Allow the Council to decide on disciplinary action and restitution.

Mr. Earp provided the Town Attorney with these documents.

IN RE: Attorney Comments

- a. Repeal of Personal Property Tax Ordinance: Mr. Thomas stated during the last Regular Monthly Meeting the Council voted to Repeal Personal Property Taxes. Therefore, Mr. Thomas advised he has drafted an Ordinance to Repeal Personal Property Tax for the Council to adopt.

Mayor Cury read Ordinance No.: 0-2023-08-01 to the Council to serve as a First Reading.

- b. Mr. Thomas advised the Virginia State Code allows up to two hundred thousand dollars to be a small purchase. Under Richlands Town Code, the current threshold for a small purchase is ten thousand dollars. Mr. Thomas asked the Council if it was their desire to raise this amount for the Town.

Mayor Cury thanked Mr. Thomas for bringing this to the attention of the Council.

The Council agreed to consider this and discuss it at the next meeting.

IN RE: Town Manager Report

- a. Mr. Monday advised the Council that the Board of Zoning Appeals currently has two open vacancies that need to be filled.

Mrs. Mollo suggested posting these vacancies to the Towns Facebook page.

IN RE: Council Members Report

Laura Mollo-

- Asked if there was an update on the electric transfer reserves from the previous meeting. Mr. Campbell explained it was a timing difference that showed a decrease.
- Stated that she had received numerous concerns about mowing in Town. Mrs. Mollo suggested the Town get on a mowing schedule to be more consistent as a possible solution.
- Stated she has also received concerns regarding the Town using garages located outside of Town limits for vehicle maintenance. Mrs. Mollo advised businesses within Town limits are insulted by this and suggested using only garages located in Town and to use a garage list to ensure that each garage is getting business from the Town.
- Advised she is continuing to work with the Mayor and the Army Corp of Engineers on the Flood Study and there would be a final report made to the Council from that study soon. Mrs. Mollo said the study has not only identified problems but has offered solutions to the problems for the Town.
- Also advised the Town will be doing interviews for a new Town Manager soon.
- Reported that National Night out at the Police Department was a huge success this year. \
- Stated she is continuing to work with Council on making a splashpad in Richlands a reality.
- Reported the brush pick-up service needs to be addressed. Suggested having a Public Meeting to let the citizens be involved in finding a solution to this issue.
- Asked if the Street Dept. could address the signs placed at Hidden Valley for yard sales, etc.

Jan White-

- Asked why the Town cannot sell some of the old and outdated equipment to help purchase something the Street Department could use. Would like the Council to consider auctioning this equipment.
- Advised the Town needs to have a mowing schedule.

Gary Jackson-

- Advised he has received many complaints also about large item pick-ups.
- Asked the Council if Mr. Campbell and Mr. Monday can look at the finances to give the Council direction on purchasing a new grapple truck.

Mr. Monday advised he would bring to the Council a proposed policy on surplus items and possible solutions for large item pick-ups at the next meeting.

Jordan Bales-

- Advised the State Little League Tournament was a huge success.
- Stated the “Don’t Stop Believing 5k” was also a huge success and raised money for a good cause.
- Reported that “Rock the Clinch” was awesome and fun. Mr. Bales thanked everyone who helped with this event.
- Advised the Rec Park hours will be changing as school goes back in session.
- Thanked the Town for cutting the grass on Kents Ridge.
- Also advised the Council needs to re-appoint Craig Earls to the IDA, due to conflicting records on when his term ends.

IN RE: IDA Appointment

Upon a motion by Jordan Bales seconded by Laura Mollo and the unanimous roll call vote of all members present, the Council voted to re-appoint Craig Earls to the IDA.

Rick Wood-

- Stated he had received multiple complaints about the mowing.

Doug Ratliff-

- Stated he has also received multiple complaints about mowing, and the issue needs to be addressed.

Mayor Cury-

- Thanked the staff for all their work.

IN RE: Executive Session

Mayor Cury advised the Council would be going into Executive session pursuant to:

- a. VA Code Section: 2.2-3711 (A)(8)

Upon a motion by Rick Wood seconded by Gary Jackson and the unanimous roll call vote of all members present, the Council voted to go into Executive Session.

Upon a motion by Jan White seconded by Rick Wood and the unanimous roll call vote of all members present, the Council voted to return to Open Session.

Upon a motion by Jan White seconded by Rick Wood and the unanimous roll call vote of all members present, the Council certified that only VA Code Section 2.2-3711 (A)(8) were discussed during the Executive Session.

IN RE: Board of Appeals Appointments

Upon a motion by Rick Wood seconded by Doug Ratliff and the unanimous roll call vote of all members present, the Council voted to appoint Phillip Cook to the Board of Appeals, with the appointment expiring on June 30, 2027.

Upon a motion by Rick Wood seconded by Jordan Bales and the unanimous roll call vote of all members present, the Council voted to appoint Glayde Brown to the Board of Appeals, with appointment expiring on June 30, 2024.

IN RE: Adjournment

Upon a motion by Rick Wood seconded by Laura Mollo and the unanimous roll call vote of all members present, the meeting was adjourned.

Rodney D. Cury, Mayor

Amanda Beheler, Town Clerk

Town of Richlands, VA

Town Council Meeting

Staff Summary

Non- Action Item

Agenda Title:	Reed Muehlman / Dialogue & Design – Update on Downtown Revitalization Project (zoom)		
Staff Contact(s):			
Agenda Date:	September 12, 2023	Item Number:	V.a
Attachment(s):	None		
Reviewed By:	Clarence Monday		

SUMMARY:

The firm has requested to be on the agenda to review the results of their planning assessment for the downtown area.

FINANCIAL IMPACT AND FUNDING SOURCE:

N/A

RECOMMENDATION:

Discussion is for informational purposes only at this time.



Town of Richlands, VA

Town Council Meeting

Staff Summary

Non- Action Item

Agenda Title:	Sheriff Brian Hieatt & 911 Director Randy Ann Davis		
Staff Contact(s):			
Agenda Date:	September 12, 2023	Item Number:	V.b
Attachment(s):		None	
Reviewed By:	Clarence Monday		

SUMMARY:

Sheriff Brain Hieatt & 911 Director Randy Ann Davis will give an update to the Council regarding 911 Center operations.

FINANCIAL IMPACT AND FUNDING SOURCE:

N/A

RECOMMENDATION:

Discussion is for informational purposes only at this time.



Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	Carl Brown-Water/Sewer Rate Analysis		
Staff Contact(s):	Ronnie Campbell		
Agenda Date:	September 12, 2023	Item Number:	V. c.
Attachment(s):	1.	Rate Studies	
Reviewed By:	Clarence Monday and Susan Whitt		

SUMMARY:

Carl Brown of Getting Great Rates has refreshed the rate studies associated with the Water and Sewer Treatment Plant improvements and upgrades. He will present the projected costs, reserves, rates and changes in the billings. The projected costs are from the Thompson and Litton engineering analyses. These improvements and upgrades are projects that will ensure the Water and Sewer Treatment Plants continue to provide reliable and efficient services for many years similar to the existing plants.

FINANCIAL IMPACT AND FUNDING SOURCE:

The projected costs are \$5.8M and \$16.1M for the Water and Sewer Treatment Plants, respectively. The costs will be funded through loans and grants and shared with the Town of Richland's business partners.

RECOMMENDATION:

Staff recommends The Town Council spend the next several weeks reviewing the rate studies with Finance and formulating follow-up questions. Staff will coordinate any necessary Q&A sessions and suggests a public hearing at the October Town Council meeting with Carl Brown attending. Depending on the outcome of the review and public hearing, the new rates would be implemented January 1, 2024.



Water and Sewer Rate Analysis
Supplement 1 to the Report Dated June 8, 2021
Richlands, Virginia

Prepared August 30, 2023

Carl Brown, President
GettingGreatRates.com, LLC

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6	Replacement-Detailed	N.A.	N.A.
7	Replacement Annuity	N.A.	N.A.
8	Cost Classification	N.A.	N.A.
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10	Rate Calculation	21	35
11	AWWA Meter Study	N.A.	N.A.
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What Led to This Report

In 2021, the town of Richlands, later called "the Town" or "you," hired GettingGreatRates.com, later called "me," "we" or "I," to perform rate analysis of its water and sewer utilities; to produce a report of my findings and recommendations; and to provide guidance on rate setting. I did that and you followed up with rate adjustments.

Following that your engineering firm has continued to develop system improvement plans, designs, cost estimates and more. You have applied for grants and loans. Agencies have offered funding packages. As cost estimates were further developed recently, the grant and loan agencies have adjusted their funding packages. All of this is a normal process. But cost-wise, it has probably been upset markedly by Covid-19 and the resulting inflationary and other effects that followed that. What engineer knew Covid was coming and what results it would bring?

Because many things are now different compared to when I did the first analyses and you first adjusted rates, you now see a need to have me update my analyses. You rehired me to do that updating. This supplemental report is the result of that work.

This report is a supplement to the original report. I used the original models as the starting place for assessing your new situation and the rates needed to fund the system improvements and ongoing costs of the utilities. The models included in this report are the original models, just revised to include the new and different data and information.

Said simply, in 2021, I modeled the utilities' then current and projected future costs to arrive at rates and fees to assess to pay those costs and do it fairly. Some of that data and some assumptions have since changed, so I stripped the outdated data and assumptions from the original models and replaced them with recently solidified funding packages, tighter cost estimates, and new conditions. Finally, because several years have passed, I inflated the rates the revised models have now calculated (because they were calculating 2021 rates) to arrive at what those rates need to be now, in Fiscal Year 2024.

As to the structure of this report, it is brief. The goal of these analyses is limited – to find the rates needed now to pay for the new situation. Thus, many of the original models' tables are not included in this report. And I only discuss those things in this supplement that are different from the original report. Some issues for water rates also apply to sewer rates, so in the sewer rates section of the report when that is the situation, I just refer readers back to the water section of the report.

Issues

Everyone needs to keep in mind that you and I can only analyze and set rates based on the data available at the time and the assumptions made about the future at that time. No one can "crystal ball" the future, but rate setting must move ahead anyway. You did the right thing, the responsible thing, by setting rates based on information you had four years ago. You are doing the right thing now by reexamining rates based on better known data. As the future rolls out, examine rates periodically to be sure they are performing as needed and when they are not, and that certainly will happen, adjust them accordingly. Rate setting is always a work in progress.

There have been many changes since the original report I gave you, dated June 8, 2021. Most have the effect of pushing rates higher. Some go the other way.

- CIP costs are higher than originally estimated. But they have also been delayed two years. One somewhat offsets the other.
- Additional loan and grant funds have been secured and loan lengths have been extended, and interest rates reduced, reducing annual debt payments that otherwise would be required. Those partly offset each other.
- Bill effects of new rates are shown in Table 18 of each model, and Table 18B, page 41, which combines water and sewer bills. In brief, compared to the originally recommended rates, water bills now can go down slightly for about 1,500 gallons of use per month or less. Above that, they need to rise. Compared to the originally recommended rates, sewer bills now need to be higher for all volumes of use and much higher overall. And when water and sewer bills are combined (Table 18B), which is what most customers experience, the bill for 1,000 gallons or less must rise only slightly and bill increases are more for higher volumes of use. But even that is not a complete picture of the effect of new rates, mainly because most customers use less sewer service than the water service they use.
- The Town adopted rates in different rate structures than those which I recommended, which is acceptable, but it is a factor in deciding how to model rates for the supplemental report. I chose to stick with the structures I originally recommended rather than try to incorporate the structures you adopted. This way, you will know what rates I recommend and you can choose to adopt those rates. Or you can adjust the structure of the newly recommended rates in the same way as you adjusted structures the first time. How you do that is up to you. There is not a right or wrong answer.

The report covers two models, one for water and one for sewer. Following are the model names and descriptions:

- "Richlands, VA, 2020 Water Rates Model 1, CIP Revised in FY 2024," later just called, "Revised Water CIP Model," depicts funding the new water plant, at a higher cost and with a different funding package than assumed in 2021.
- "Richlands, VA, 2020 Sewer Rates Model 1," later just called, "Revised Sewer CIP Model," is the same as the above water model, except it is for sewer.

In the report and printouts of the models that will follow, I will cover the water model and rates first and the sewer model and rates after that. I will be as brief as possible, so if you want to know more about principles, methods, structuring theory, previous recommendations, and other issues, please review the June 8, 2021, report.

Revised Water CIP Model Discussion

Tables 3 and 4, starting on page 16, come from the original model with only a bit of "wordsmithing." Some may wish to have that information for comparison to where the utilities are now, financially.

Capital Improvement Program (CIP) Costs, Loans and Grants

Table 5, page 19, which covers capital improvements, debt and grants, is where the big change drivers are. The Town's new Director of Finance, Ronnie Campbell, sent me critical data, so I could update CIP data in the models. That included new costs and amounts for system improvements, loans and loan terms, and grants; incomes and expenses expected for Fiscal Year 2024; and the current rates.

I updated CIP data in Table 5 accordingly. These changes revealed that the rates originally modeled are not appropriate now. Therefore, in Table 10, page 21, the main rate calculations table, I modeled new rates to generate enough revenue to pay the new costs, the system's ongoing operating costs, build appropriate reserves, and do it fairly.

Cost Sharing Among the Members of the Authority

The Town, plus Tazewell County and Cedar Bluff are members of the authority. They share authority costs on a set percentage basis. The County and Cedar Bluff cost shares for earlier costs are shown in Table 3, page 16. Their shares of debt for the system improvements are included in Table 5, in the "CIP Fund Sources" section. Thus, if the improvements are built soon and debt incurred during the "5th Year" of the Model, and debt repayment begins in the "6th Year" of the Model, those two members would begin contributing their shares of that debt payment. Whether the project happens on this schedule or not, whenever debt payments begin, that is when these two members' share payments should begin, unless the Authority has in place other arrangements.

Rate Adjustments Should Not Be Phased-in

In the models done in 2021, it was assumed the initial rate adjustments would be phased in over three years to ramp rates up to the revenue needed. Back then you had the "luxury" of easing into new rates. That time has passed. It is now time to collect the full share of revenue needed, so the modeled rates assume no phasing in. Rates need to go up in one "jump" and that needs to happen as soon as possible. To delay would put the utilities at financial risk.

Rate Affordability

Rate affordability, often measured by the Affordability Index (AI), is an important indicator to which you should pay attention. In Table 17, near the top, I show the estimated AI.

In the table, the AI calculation for the test year was at 1.17 percent. That means, such a customer paid 1.17 percent of their monthly household income to pay their monthly water bill. The national average is around 1.0 percent and that is considered affordable, so your current rates could reasonably be called slightly less affordable than average.

Under the modeled rates, by the sixth year when debt repayment will probably commence, this customer's AI will have risen to 2.27 percent. That means the bill for 5,000 gallons per month will rise markedly. After that, the AI is projected to rise slowly over the years.

Staff told me the VDH SRF Program considers affordability of the volume of use relevant to the individual borrowing utility. In your case, that is 3,528 gallons per month, not 5,000 gallons. Therefore, I calculated that Affordability Index, as well. That index was 0.91 percent in the test year and would by the sixth year would rise to 1.45 percent.

Affordability Index: The monthly charge for (typically) 5,000 gallons of residential service divided by the median monthly household income for the area served by the system. An index of 1.0, meaning a household pays one percent of its income to pay its bill for 5,000 gallons of service, is generally considered affordable. The Affordability index is a primary factor in determining grant and loan eligibility and grant amount.

Affordability is important because most grant programs that have an AI eligibility criterion try to keep rates, after a capital improvement is completed and debt is in place, below 1.5 to 2.0 percent. The current rates are far from satisfying such a criterion, but the future rates are well above it. Frankly, given these new circumstances, I would have expected you to qualify for more grant funding than 25 percent, but agencies have their eligibility criteria and there are many entities vying for limited funds. Eligibility is one thing. Having enough funds to cover all those that are eligible is another.

The affordability index is useful, but it does not depict how new rates will affect customer types or those using different volumes. Table 18, page 26, shows how customers' bills at different volumes of use and assumed to have a five-eighths inch meter will be affected by the modeled rates. Table 18 gives ratepayers useful information. It is one of the few tables from the Model that I recommend you copy and bring to the board meeting for ratepayer attendees when you discuss rates. Because most customers are concerned about what will happen to their bills, you should give this table to everyone who wants a copy.

There is also a Table 18B which combines water and sewer bills. That is discussed in the sewer rates section.

Recommendations for Adopting the Revised Water CIP Model Rates

In the following, I summarized my rate adjustment recommendations. In two tables that follow, I list the rates and fees you should adopt:

1. Tables A and B that follow this list state the modeled rates and fees.
2. The calculations assumed you will make these adjustments as soon as possible in Fiscal Year 2024, which is the current fiscal year. In the Model, that year is called, "4th Year Starting 7/1/23." Rate adjustment delay will slow down revenue generation and extreme delay could place the utility at risk. You would need to satisfy all Statutory requirements for making rate adjustments in advance of the adjustment date.
3. Approximately one full year after the initial rate adjustments in Fiscal Year 2024, increase the minimum and unit charges by 1.0 percent and do the same each following year. This 1.0 percent increase rate assumes inflation in the utility's operating budget (not including debt service, which has already been accounted for in the initial adjustments) will be 3.0 percent. Therefore, if budget inflation is greater than 3.0 percent, change the adjustment percentage accordingly. However, do not lower rates if the budget inflation factor drops to 2.0 percent or less. Instead, hold rates steady during such a year. Also note: This rate increase factor is different from future sewer rate adjustments that will be needed.
4. In addition to instructions for future adjustments in Bullet Point 3 above, examine the costs and incomes the utility experienced during the fifth year of the Model, and that you expect to experience in the sixth year (the projected budget), plus the balances that have accrued and are expected to accrue. Compare those items to the same items in Tables 3, 4, 5 and 17, of the Model.
 - a) If all accrued close to and are expected to stay close to the values in the Model, raise all rates by 1.0 percent, as shown near the top of Table 3, page 16.
 - b) If balances did not accrue as shown at the bottom of Table 17, but they are not egregiously too low, follow the instructions in Chapter 9 of the book, "How to Get Great Rates" for how to make inflationary increases correctly.
 - c) If balances were too low by an amount that is troubling to you, call me to discuss the situation. It is likely I will be able to "talk you through" how to make appropriate rate adjustments to correct the situation.
5. From the fifth year on, once you have raised rates and fees by a cumulative 20 percent, have me or another rate analyst of your choice perform a new rate analysis, so rate structure and adequacy can be readjusted. (If all goes as modeled, that will be many years from now.) If your capital improvement costs and funding package turns out to be markedly different than modeled, you will need a new rate analysis or at least a model update at that time.

Table A: In-Town Water Rates From the Revised Water CIP Model

Table A: System Development Fees; Minimum and Unit Charges; With No Usage Allowance; Calculated by the Richlands, VA, 2020 Water Rates Model 1, CIP Revised in FY 2024

To fund revised and increased system improvements as well as current operating costs, adopt these rates as soon as possible in fiscal year 2024.

In-Town						
Water Meter Size in Inches	Meter Type	Fee per New Tap for Peak Costs	Monthly Minimum Charge Each Meter Size	Usage Allowance in Gallons	Unit Charge per 1,000 Gallons	
0.625	Displacement	\$400	\$10.19	0	\$3.15	
0.750	Displacement	\$400	\$10.19	0	\$3.15	
1.000	Displacement	\$1,000	\$13.03	0	\$3.15	
1.500	Displacement	\$1,999	\$17.77	0	\$3.15	
2.000	Displacement	\$3,199	\$23.45	0	\$3.15	
2.500	Displacement	\$4,998	\$31.98	0	\$3.15	
3.000	Singlet	\$6,398	\$38.61	0	\$3.15	
3.000	Compound, Class I	\$6,398	\$38.61	0	\$3.15	
3.000	Turbine, Class I	\$6,997	\$41.45	0	\$3.15	
4.000	Singlet	\$9,996	\$55.66	0	\$3.15	
4.000	Compound, Class I	\$9,996	\$55.66	0	\$3.15	
4.000	Turbine, Class I	\$12,395	\$67.03	0	\$3.15	
6.000	Singlet	\$19,993	\$103.03	0	\$3.15	
6.000	Compound, Class I	\$19,993	\$103.03	0	\$3.15	
6.000	Turbine, Class I	\$25,990	\$131.45	0	\$3.15	

Table B: Out-of-Town Water Rates From the Revised Water CIP Model

Table B: System Development Fees; Minimum and Unit Charges; With No Usage Allowance; Calculated by the Richlands, VA, 2020 Water Rates Model 1, CIP Revised in FY 2024						
To fund revised and increased system improvements as well as current operating costs, adopt these rates as soon as possible in fiscal year 2024.						
Out-of-Town						
Water Meter Size in Inches	Meter Type	Fee per New Tap for Peak Costs	Monthly Minimum Charge Each Meter Size	Usage Allowance in Gallons	Unit Charge per 1,000 Gallons	
0.625	Displacement	\$533	\$14.14	0	\$4.37	
0.750	Displacement	\$533	\$14.14	0	\$4.37	
1.000	Displacement	\$1,333	\$18.08	0	\$4.37	
1.500	Displacement	\$2,666	\$24.65	0	\$4.37	
2.000	Displacement	\$4,265	\$32.54	0	\$4.37	
2.500	Displacement	\$6,664	\$44.37	0	\$4.37	
3.000	Singlet	\$8,530	\$53.57	0	\$4.37	
3.000	Compound, Class I	\$8,530	\$53.57	0	\$4.37	
3.000	Turbine, Class I	\$9,330	\$57.51	0	\$4.37	
4.000	Singlet	\$13,328	\$77.23	0	\$4.37	
4.000	Compound, Class I	\$13,328	\$77.23	0	\$4.37	
4.000	Turbine, Class I	\$16,527	\$93.00	0	\$4.37	
6.000	Singlet	\$26,657	\$142.95	0	\$4.37	
6.000	Compound, Class I	\$26,657	\$142.95	0	\$4.37	
6.000	Turbine, Class I	\$34,654	\$182.39	0	\$4.37	

Water Section Closing

If you fund the new plant with the funding package presented, I recommend you adopt the rates calculated in the Revised Water CIP Model, which were discussed in several subsections above. Those rates are shown in Tables A and B immediately above. These rates are nearly in a cost-to-serve structure. They will fully fund the utility over the long term. It is important that you examine accrual of balances each year to assure the rates are bringing in adequate revenue. If they are not, increase rates across the board by a percentage that will bring the balances up to where I calculated they need to be each year.

This combination of initial adjustments will result in a modest overall increase in water rate revenues and little change to the average residential customer's water bill. Future inflationary increases are projected to raise all bills by 1.0 percent per year.

Revised Sewer CIP Model Rates

Tables 3 and 4, starting on page 30, come from the original model and may be useful for comparison to where the utilities are now, financially.

Capital Improvement Program (CIP) Costs, Loans and Grants

Like the Water Model, Table 5, page 33, of the Sewer Model covers capital improvements, debt and grants. Sewer system improvements will be a much bigger drivers of higher rates than the water system improvements. Otherwise, I revised this Table 5 in the same ways as I revised the Water Model Table 5. Following that, in Table 10, page 35, I modeled new rates to generate enough revenue to pay the new costs, the system's ongoing operating costs, build appropriate reserves, and do it fairly.

Cost Sharing Among the Members of the Authority

The Town, plus Tazewell County and Cedar Bluff are members of the authority for sewer services, too. Cost sharing for sewer services is done much like that as for water service, but the share percentages are a bit different.

Rate Adjustments Should Not Be Phased-in

As with the new water rates, new sewer rates should be adopted as soon as possible.

Rate Affordability

Rate affordability, often measured by the Affordability Index (AI), is an important indicator to which you should pay attention. In Table 17, near the top, I show the estimated AI. In the table, the AI calculation for the test year was at 1.17 percent. (This is the same as the water rates AI because in 2021, the Town assessed the same rates for water and for sewer. That, by the way, is a structure I do not recommend because the utilities have different total costs and different cost structures, so rates should be tailored to each utility's circumstances.)

Under the modeled rates, by the sixth year when debt repayment will probably commence, this customer's AI will have risen to 4.16 percent. That means the bill for 5,000 gallons per month will rise markedly. After that, the AI is projected to rise significantly over the years.

The VDH SRF Program considers affordability of the volume of use relevant to the individual borrowing utility. In your case, that is 3,528 gallons per month, not 5,000 gallons. Therefore, I calculated that Affordability Index, as well. That index was 0.91 percent in the test year and would by the sixth year would rise to 2.96 percent.

Table 18, page 40, shows how customers' bills at different volumes of use and assumed to have a five-eighths inch meter will be affected by the modeled rates. There is also a Table 18B which combines water and sewer bills. That is discussed in the sewer rates section.

Recommendations for Adopting the Revised Sewer CIP Model Rates

In the following, I summarized my rate adjustment recommendations. In two tables that follow, I list the rates and fees you should adopt:

1. Tables C and D that follow this list state the modeled rates and fees.
2. The calculations assumed you will make these adjustments as soon as possible in Fiscal Year 2024, which is the current fiscal year. In the Model, that year is called, "4th Year Starting 7/1/23." Rate adjustment delay will slow down revenue generation and extreme delay could place the utility at risk. You would need to satisfy all Statutory requirements for making rate adjustments in advance of the adjustment date.
3. Approximately one full year after the initial rate adjustments in Fiscal Year 2024, increase the minimum and unit charges by 4.0 percent and do the same each following year. This 4.0 percent increase rate assumes inflation in the utility's operating budget (not including debt service, which has already been accounted for in the initial adjustments) will be 3.0 percent. Therefore, if budget inflation is greater than 3.0 percent, change the adjustment percentage accordingly. However, even if there is no budget inflation for a year, do not drop the rate inflation factor below 1.0 percent. Also note: This rate increase factor is quite different from future water rate adjustments that will be needed.
4. In addition to instructions for future adjustments in Bullet Point 3 above, examine the costs and incomes the utility experienced during the fifth year of the Model, and that you expect to experience in the sixth year (the projected budget), plus the balances that have accrued and are expected to accrue. Compare those items to the same items in Tables 3, 4, 5 and 17, of the Model.
 - a) If all accrued close to and are expected to stay close to the values in the Model, raise all rates by 4.0 percent, as shown near the top of Table 3, page 30.
 - b) If balances did not accrue as shown at the bottom of Table 17, but they are not egregiously too low, follow the instructions in Chapter 9 of the book, "How to Get Great Rates" for how to make inflationary increases correctly.
 - c) If balances were too low by an amount that is troubling to you, call me to discuss the situation. It is likely I will be able to "talk you through" how to make appropriate rate adjustments to correct the situation.
5. From the fifth year on, once you have raised rates and fees by a cumulative 20 percent, have me or another rate analyst of your choice perform a new rate analysis, so rate structure and adequacy can be readjusted. (If all goes as modeled, that will happen about five years from now.) If your capital improvement costs and funding package turns out to be markedly different than modeled, you will need a new rate analysis or at least a model update at that time.

Table C: In-Town Sewer Rates From the Revised Sewer CIP Model

Table C: System Development Fees; Minimum and Unit Charges; With No Usage Allowance; Calculated by the Richlands, VA, 2020 Sewer Rates Model 1, CIP Revised in FY 2024						
To fund revised and increased system improvements as well as current operating costs, adopt these rates as soon as possible in fiscal year 2024.						
In-Town						
Water Meter Size in Inches	Meter Type	Fee per New Tap for Peak Costs	Monthly Minimum Charge Each Meter Size	Usage Allowance in Gallons	Unit Charge per 1,000 Gallons	
0.625	Displacement	\$300	\$23.25	0	\$7.17	
0.750	Displacement	\$300	\$23.25	0	\$7.17	
1.000	Displacement	\$750	\$25.92	0	\$7.17	
1.500	Displacement	\$1,500	\$30.39	0	\$7.17	
2.000	Displacement	\$2,400	\$35.75	0	\$7.17	
2.500	Displacement	\$3,750	\$43.78	0	\$7.17	
3.000	Singlet	\$4,800	\$50.03	0	\$7.17	
3.000	Compound, Class I	\$4,800	\$50.03	0	\$7.17	
3.000	Turbine, Class I	\$5,250	\$52.71	0	\$7.17	
4.000	Singlet	\$7,500	\$66.10	0	\$7.17	
4.000	Compound, Class I	\$7,500	\$66.10	0	\$7.17	
4.000	Turbine, Class I	\$9,300	\$76.82	0	\$7.17	
6.000	Singlet	\$15,000	\$110.75	0	\$7.17	
6.000	Compound, Class I	\$15,000	\$110.75	0	\$7.17	
6.000	Turbine, Class I	\$19,500	\$137.54	0	\$7.17	

Table D: Out-of-Town Sewer Rates From the Revised Sewer CIP Model

Table D: System Development Fees; Minimum and Unit Charges; With No Usage Allowance; Calculated by the Richlands, VA, 2020 Sewer Rates Model 1, CIP Revised in FY 2024

To fund revised and increased system improvements as well as current operating costs, adopt these rates as soon as possible in fiscal year 2024.

Out-of-Town						
Water Meter Size in Inches	Meter Type	Fee per New Tap for Peak Costs	Monthly Minimum Charge Each Meter Size	Usage Allowance in Gallons	Unit Charge per 1,000 Gallons	
0.625	Displacement	\$400	\$36.26	0	\$11.19	
0.750	Displacement	\$400	\$36.26	0	\$11.19	
1.000	Displacement	\$1,000	\$40.44	0	\$11.19	
1.500	Displacement	\$2,000	\$47.40	0	\$11.19	
2.000	Displacement	\$3,200	\$55.76	0	\$11.19	
2.500	Displacement	\$5,000	\$68.29	0	\$11.19	
3.000	Singlet	\$6,400	\$78.04	0	\$11.19	
3.000	Compound, Class I	\$6,400	\$78.04	0	\$11.19	
3.000	Turbine, Class I	\$7,000	\$82.22	0	\$11.19	
4.000	Singlet	\$10,000	\$103.11	0	\$11.19	
4.000	Compound, Class I	\$10,000	\$103.11	0	\$11.19	
4.000	Turbine, Class I	\$12,400	\$119.82	0	\$11.19	
6.000	Singlet	\$20,000	\$172.75	0	\$11.19	
6.000	Compound, Class I	\$20,000	\$172.75	0	\$11.19	
6.000	Turbine, Class I	\$26,000	\$214.53	0	\$11.19	

Sewer Section Closing

Rates for water and sewer both need to rise, but sewer rates need to go up much more. Otherwise, my recommendations are to handle sewer rates as I recommended for water rates.

Richlands, VA, 2020 Water Rates Model 1, CIP Revised in FY 2024

This model does several things. It uses recently revised system improvement costs and a revised package of DEQ grants and loans to arrive at the rates now needed to fund the system's operating costs, along with the recently refined improvement costs. And, reserves still need to be built up, so the modeled rates do that, too.

August 30, 2023

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Note: This document is a print out of the spreadsheet model used to calculate new user charge and other rates and fees for the next 10 years. These calculations are complex and are based upon many conditions and assumptions. These issues, and others, are described in a narrative report that accompanies this model.

Table 3 - Operating Incomes and Basic User Data

Richlands, VA, 2020 Water Rates Model 1, CIP Revised in FY 2024

This table depicts user statistics, customer growth, and system incomes and across the board "inflationary" style rate increases through the 10th year.
 Annual Median Household Income (AMHI) \$30,149 Income used by the VDH SRF Loan Program
 Test Year Growth of Customer Base and Average Tap Fee Paid per Connection
 2 Number new Water connections made during test year
 \$400 Average Water tap or installation fee assessed during the test year

This model is programmed for rates to be reset in the "Analysis Year," also called the "0 Year" column below (heading highlighted blue). Revenues will be collected at the now-current rates for the first part of the analysis year and the modeled rates for the last part of the analysis year. Thus, the revenues shown in the last column of that table are "blended" revenues; part collected at the old rates and part collected at the new rates. It was then assumed that all rate adjustments made after the initial (major) adjustment will be done annually on approximately the anniversary of the first adjustment. If rates will not be adjusted during the "0 Year," an adjustment (normally a revenue reduction) was calculated below to account for the late start in making the first adjustments.

Basic User (Customer) Data	Analysis Year		Years Following the Analysis Year (for Which Results Have Been Projected)										
	Inflation/Deflation (-) Factor	Test Year Starting 7/1/18	0 Year Starting 7/1/19	1st Year Starting 7/1/20	2nd Year Starting 7/1/21	3rd Year Starting 7/1/22	4th Year Starting 7/1/23	5th Year Starting 7/1/24	6th Year Starting 7/1/25	7th Year Starting 7/1/26	8th Year Starting 7/1/27	9th Year Starting 7/1/28	10th Year Starting 7/1/29
Average Number of Customers	N.A.	2,495	2,497	2,499	2,501	2,503	2,505	2,507	2,509	2,511	2,513	2,515	2,517
Customers Added or Lost (-) Each Year	N.A.	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Customer Growth or Loss (-) Rate	N.A.	0.08%	0.08%	0.08%	0.08%	0.08%	0.08%	0.08%	0.08%	0.08%	0.08%	0.08%	0.08%
Actual (Test Year) and Projected Service, in Gallons	N.A.	155,733,869	155,858,701	155,983,534	156,108,366	156,233,199	156,358,032	156,482,864	156,607,697	156,732,529	156,857,362	156,982,195	157,107,027
How User Charge Fees Were Calculated, Accounting for New Customers and Future Rate Increases													
Additional or Calculated Sales Revenues		\$864,354	\$864,144	\$787,351	\$795,861	\$804,463	\$813,157	\$821,944	\$830,826	\$839,803	\$848,877	\$858,048	\$867,317
Additional Sales Revenues From New Customers			\$2	\$630	\$637	\$643	\$649	\$656	\$662	\$669	\$676	\$682	\$689
Total Calculated Revenues (User Charge Fees)		\$864,354	\$864,146	\$787,981	\$796,498	\$805,106	\$813,806	\$822,600	\$831,488	\$840,472	\$849,552	\$858,730	\$868,007
Operating Incomes													
User Charge Fees (Tables 10, 12, 15B, 16, 16B)	N.A.	\$822,551	\$822,352	\$749,872	\$757,977	\$766,168	\$774,448	\$782,816	\$791,275	\$799,824	\$808,465	\$817,199	\$826,027
Late Payment Charge	N.A.	\$13,479	\$13,490	\$13,501	\$13,512	\$13,523	\$13,533	\$13,544	\$13,555	\$13,566	\$13,576	\$13,587	\$13,598
New Water Taps or Connections (Current Rate Structure)	% Above	\$800	\$798	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Meier Size-based System Development Fees (Tables 13, 14)	% Above	\$0	\$2	\$800	\$808	\$816	\$824	\$832	\$840	\$849	\$857	\$866	\$875
Interest Income	N.A.	\$3,172	\$5,454	\$5,663	\$5,788	\$7,064	\$7,308	\$7,459	\$7,666	\$7,874	\$7,523	\$7,098	\$6,273
CEADAR BLUFF WATER COLL.	N.A.	\$67,524	\$67,524	\$69,014	\$68,225	\$87,134	\$88,943	\$91,409	\$99,6	\$111,350	\$114,046	\$117,535	\$119,884
CEADAR BLUFF-Wat Debt	N.A.	\$996	\$996	\$996	\$996	\$996	\$996	\$996	\$996	\$996	\$996	\$996	\$996
CONTRACT WORK-SEW/MAT LIN	N.A.	\$406	\$406	\$406	\$406	\$406	\$406	\$406	\$406	\$406	\$406	\$406	\$406
CONTRACT WORK-WATER PLANT	N.A.	\$57	\$57	\$57	\$57	\$57	\$57	\$57	\$57	\$57	\$57	\$57	\$57
SALE OF SALVAGE & SURPLUS	N.A.	\$711	\$711	\$711	\$711	\$711	\$711	\$711	\$711	\$711	\$711	\$711	\$711
SERVICE CHARGES	N.A.	\$4,964	\$4,964	\$4,964	\$4,964	\$4,964	\$4,964	\$4,964	\$4,964	\$4,964	\$4,964	\$4,964	\$4,964
TAZ PSA WATER COLL (26%), Additional Revenues in Table 5	N.A.	\$478,710	\$478,710	\$489,273	\$597,110	\$617,737	\$630,557	\$648,040	\$654,521	\$661,066	\$667,677	\$674,353	\$681,097
TZ CO PSA-KENT'S RIDGE (Cedar Bluff 10%), Additional Revenues in Table 5	N.A.	\$2,598	\$2,598	\$2,655	\$3,241	\$3,353	\$3,422	\$3,517	\$3,552	\$3,588	\$3,624	\$3,660	\$3,696
Revenue Reduction Due to COVID-19 (10% of User Charge Fees from March, 2020 to June, 2021)	N.A.	\$0	-\$27,412	-\$74,987	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Loss (-) or Gain Because Rate Adjustments Made This Number of Months Late	12.0	\$0	\$0	\$77,003	\$77,003	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Loss (-) Due to Conservation	5.0%	\$0	\$0	\$0	-\$405	-\$410	-\$414	-\$418	-\$423	-\$427	-\$432	-\$437	-\$441
Total Operating Incomes		\$1,395,968	\$1,370,650	\$1,339,927	\$1,546,331	\$1,502,518	\$1,525,754	\$1,554,333	\$1,587,498	\$1,604,622	\$1,622,469	\$1,640,995	\$1,657,942

Note: The yellow highlighted revenues above are fees collected from Richland's cooperating utilities and service areas. By agreements, those areas participate in the utility's costs by set percentages. Therefore, in future years these revenues were increased or decreased by the same percentage rates that Richland's operating and capital costs (debt) will increase or decrease each year.

Table 4 - Operating Costs and Net Income

Richlands, VA, 2020 Water Rates Model 1, CIP Revised in FY 2024

This table depicts expenses during the test year, this year and for the next 10 years. Some future costs will experience inflation. Those costs that go up as use goes up are increased by the cost inflation factor plus the growth rate in users. (First Year costs and net incomes are actual, subsequent years are projected.)

Years Following the Analysis Year (for Which Results Have Been Projected)

	Inflation/ Deflation Factor	Test Year Starting 7/1/18	0 Year Starting 7/1/19	1st Year Starting 7/1/20	2nd Year Starting 7/1/21	3rd Year Starting 7/1/22	4th Year Starting 7/1/23	5th Year Starting 7/1/24	6th Year Starting 7/1/25	7th Year Starting 7/1/26	8th Year Starting 7/1/27	9th Year Starting 7/1/28	10th Year Starting 7/1/29	Analysis Year	
														Test Year 7/1/18	0 Year 7/1/19
AUDITING & LEGAL	3.0%	\$7,375	\$7,596	\$7,824	\$8,059	\$8,301	\$8,550	\$8,806	\$9,070	\$9,342	\$9,623	\$9,911	\$10,209	\$7,375	\$7,596
BIRM WATER DEBT	3.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
BIRMINGHAM LIFT STATION	3.0%	\$135	\$139	\$144	\$148	\$152	\$157	\$162	\$166	\$171	\$177	\$182	\$187	\$135	\$139
BUILDING REPAIRS/ADDITION	3.0%	\$1,633	\$1,682	\$1,733	\$1,784	\$1,838	\$1,893	\$1,950	\$2,008	\$2,069	\$2,131	\$2,195	\$2,261	\$1,633	\$1,682
CARD PROCESSING CHGS/FEES	3.0%	\$2,143	\$2,207	\$2,274	\$2,342	\$2,412	\$2,484	\$2,559	\$2,636	\$2,715	\$2,796	\$2,880	\$2,966	\$2,143	\$2,207
CASH OVER & SHORT	3.0%	\$39	\$40	\$41	\$43	\$44	\$45	\$47	\$48	\$49	\$51	\$52	\$54	\$39	\$40
CEDAR BLUFF BD-Wat Debt	3.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CHEMICALS / SUPPLIES-LAB	3.0%	\$10,155	\$10,460	\$10,774	\$11,097	\$11,430	\$11,773	\$12,126	\$12,490	\$12,865	\$13,250	\$13,648	\$14,057	\$10,155	\$10,460
CHEMICALS-TREATMENT	3.0%	\$69,114	\$71,245	\$73,441	\$75,704	\$78,038	\$80,443	\$82,923	\$85,478	\$88,113	\$90,828	\$93,628	\$96,513	\$69,114	\$71,245
CLEANING SUPPLIES	3.0%	\$1,358	\$1,399	\$1,441	\$1,484	\$1,528	\$1,574	\$1,622	\$1,670	\$1,720	\$1,772	\$1,825	\$1,880	\$1,358	\$1,399
CORR OF W/ SEWER LINE	3.0%	\$220	\$226	\$233	\$240	\$247	\$255	\$262	\$270	\$278	\$286	\$295	\$304	\$220	\$226
DEPRECIATION EXP-PROP	3.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
DUES & MEMBERSHIP	3.0%	\$780	\$803	\$828	\$852	\$878	\$904	\$931	\$959	\$988	\$1,018	\$1,048	\$1,080	\$780	\$803
ELECTRICITY	3.0%	\$127,491	\$131,420	\$135,471	\$139,647	\$143,952	\$148,388	\$152,962	\$157,677	\$162,536	\$167,545	\$172,709	\$178,032	\$127,491	\$131,420
ENGINEERING	3.0%	\$21,901	\$22,558	\$23,235	\$23,933	\$24,650	\$25,390	\$26,151	\$26,936	\$27,744	\$28,576	\$29,434	\$30,317	\$21,901	\$22,558
EQUIPMENT	3.0%	\$1,357	\$1,398	\$1,440	\$1,483	\$1,527	\$1,573	\$1,620	\$1,669	\$1,719	\$1,770	\$1,824	\$1,878	\$1,357	\$1,398
EQUIPMENT MAINTENANCE	3.0%	\$11,592	\$11,939	\$12,297	\$12,666	\$13,046	\$13,438	\$13,841	\$14,256	\$14,684	\$15,124	\$15,578	\$16,045	\$11,592	\$11,939
FIRE HYD/LINES	3.0%	\$3,775	\$3,888	\$4,005	\$4,125	\$4,249	\$4,376	\$4,508	\$4,643	\$4,782	\$4,926	\$5,073	\$5,226	\$3,775	\$3,888
GARBAGE	3.0%	\$335	\$346	\$356	\$367	\$378	\$389	\$401	\$413	\$425	\$438	\$451	\$464	\$335	\$346
GRAVEL/STONE	3.0%	\$1,316	\$1,355	\$1,396	\$1,438	\$1,481	\$1,525	\$1,571	\$1,618	\$1,666	\$1,716	\$1,768	\$1,821	\$1,316	\$1,355
GROUNDS & FACILITIES	3.0%	\$1,233	\$1,270	\$1,308	\$1,347	\$1,388	\$1,429	\$1,472	\$1,516	\$1,562	\$1,609	\$1,657	\$1,707	\$1,233	\$1,270
HAND TOOLS & EQUIPMENT	3.0%	\$618	\$636	\$655	\$675	\$695	\$716	\$738	\$760	\$783	\$806	\$830	\$855	\$618	\$636
HEALTH DEPT ASSESSMENT	3.0%	\$7,699	\$7,930	\$8,168	\$8,413	\$8,666	\$8,926	\$9,194	\$9,469	\$9,753	\$10,046	\$10,347	\$10,658	\$7,699	\$7,930
INFRASTRUCTURE, DEPR.	3.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
INS AUTO	3.0%	\$1,464	\$1,508	\$1,553	\$1,600	\$1,648	\$1,697	\$1,748	\$1,801	\$1,855	\$1,910	\$1,967	\$2,027	\$1,464	\$1,508
INS GEN LIABILITY/BLDG	3.0%	\$9,285	\$9,563	\$9,850	\$10,145	\$10,450	\$10,763	\$11,086	\$11,419	\$11,761	\$12,114	\$12,478	\$12,852	\$9,285	\$9,563
INS HEALTH	3.0%	\$127,986	\$131,825	\$135,780	\$139,853	\$144,049	\$148,371	\$152,822	\$157,406	\$162,129	\$166,992	\$172,002	\$177,162	\$127,986	\$131,825
INS SOCIAL SECURITY	3.0%	\$27,619	\$28,448	\$29,301	\$30,180	\$31,086	\$32,018	\$32,979	\$33,968	\$34,987	\$36,037	\$37,118	\$38,231	\$27,619	\$28,448
INS WORKMENS COMPENSATION	3.0%	\$11,098	\$11,431	\$11,774	\$12,128	\$12,491	\$12,866	\$13,252	\$13,650	\$14,059	\$14,481	\$14,915	\$15,363	\$11,098	\$11,431
INS-LIFE	3.0%	\$2,142	\$2,206	\$2,272	\$2,340	\$2,410	\$2,483	\$2,557	\$2,634	\$2,713	\$2,794	\$2,878	\$2,964	\$2,142	\$2,206
INS-RETIREMENT PLAN	3.0%	\$61,733	\$63,585	\$65,493	\$67,458	\$69,481	\$71,566	\$73,713	\$75,924	\$78,202	\$80,548	\$82,965	\$85,453	\$61,733	\$63,585
INS-RETIREMENT PLAN	3.0%	\$850	\$876	\$902	\$929	\$957	\$985	\$1,015	\$1,045	\$1,077	\$1,109	\$1,142	\$1,177	\$850	\$876
INSTRUMENT CALIBRATION	3.0%	\$5,774	\$5,947	\$6,126	\$6,309	\$6,499	\$6,694	\$6,895	\$7,101	\$7,314	\$7,534	\$7,760	\$7,993	\$5,774	\$5,947
IT SERVICE/EQ	3.0%	\$5,542	\$5,708	\$5,879	\$6,056	\$6,237	\$6,425	\$6,617	\$6,816	\$7,020	\$7,231	\$7,448	\$7,671	\$5,542	\$5,708
LEASE PROP & RIGHT OF WAY	3.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MACHINERY AND EQUIPMENT	3.0%	\$2,203	\$2,270	\$2,338	\$2,408	\$2,480	\$2,554	\$2,631	\$2,710	\$2,791	\$2,875	\$2,961	\$3,050	\$2,203	\$2,270
MAINS, LINES & VALVE MAINT	3.0%	\$44,372	\$45,703	\$47,074	\$48,486	\$49,941	\$51,439	\$52,982	\$54,572	\$56,209	\$57,895	\$59,632	\$61,421	\$44,372	\$45,703
METERS & RELATED EQ	3.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MISCELLANEOUS	3.0%	\$-8,633	\$-8,892	\$-9,159	\$-9,434	\$-9,717	\$-10,008	\$-10,309	\$-10,618	\$-10,936	\$-11,265	\$-11,602	\$-11,951	\$-8,633	\$-8,892

Table 4 - Operating Costs and Net Income

	Inflation/ Deflation (-)	Test Year		0 Year		1st Year		2nd Year		3rd Year		4th Year		5th Year		6th Year		7th Year		8th Year		9th Year		10th Year		
		Starting 7/1/18	Factor	Starting 7/1/19	Starting 7/1/19	Starting 7/1/20	Starting 7/1/21	Starting 7/1/22	Starting 7/1/23	Starting 7/1/24	Starting 7/1/25	Starting 7/1/26	Starting 7/1/27	Starting 7/1/28	Starting 7/1/29	Starting 7/1/30	Starting 7/1/31	Starting 7/1/32	Starting 7/1/33	Starting 7/1/34	Starting 7/1/35	Starting 7/1/36	Starting 7/1/37	Starting 7/1/38	Starting 7/1/39	
MISS UTILITY SERVICE FEES	3.0%	\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
MOTOR FUEL & LUBRICATION	3.0%	\$6,651		\$6,850		\$7,056		\$7,267		\$7,485		\$7,710		\$7,941		\$8,180		\$8,425		\$8,678		\$8,938		\$9,206		\$9,483
NEW MAINS, LINES & VALVES	3.0%	\$560		\$577		\$594		\$612		\$631		\$650		\$669		\$689		\$710		\$731		\$753		\$776		\$800
NEW MANHOLES & SEWER LINE	3.0%	\$130		\$134		\$138		\$142		\$147		\$151		\$156		\$160		\$165		\$170		\$175		\$180		\$186
OFFICE FURN & COMPUTER EQ	3.0%	\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
OFFICE FURN & FIXTURES	3.0%	\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
OFFICE SUPPLIES	3.0%	\$844		\$869		\$895		\$922		\$950		\$978		\$1,008		\$1,038		\$1,069		\$1,101		\$1,134		\$1,168		\$1,203
PLANT PARTS	3.0%	\$130		\$134		\$138		\$142		\$146		\$151		\$156		\$160		\$165		\$170		\$175		\$180		\$186
POSTAGE	3.0%	\$8,801		\$9,072		\$9,352		\$9,640		\$9,937		\$10,243		\$10,559		\$10,885		\$11,220		\$11,566		\$11,922		\$12,290		\$12,669
PRINTING & BINDING	3.0%	\$2,143		\$2,207		\$2,273		\$2,342		\$2,412		\$2,484		\$2,559		\$2,636		\$2,715		\$2,796		\$2,880		\$2,966		\$3,054
SALARIES AND WAGES (Operations)	3.0%	\$318,785		\$326,348		\$336,198		\$348,344		\$358,795		\$369,559		\$380,645		\$392,065		\$403,827		\$415,941		\$428,420		\$441,272		\$454,506
SEWER	3.0%	\$59,950		\$61,749		\$63,601		\$65,509		\$67,475		\$69,499		\$71,584		\$73,731		\$75,943		\$78,221		\$80,568		\$82,985		\$85,474
SUPPLIES & MATERIALS	3.0%	\$7,813		\$8,047		\$8,289		\$8,537		\$8,794		\$9,057		\$9,329		\$9,609		\$9,897		\$10,194		\$10,500		\$10,815		\$11,140
TELEPHONE/INTERNET/COMM	3.0%	\$6,484		\$6,679		\$6,879		\$7,086		\$7,298		\$7,517		\$7,743		\$7,975		\$8,214		\$8,460		\$8,714		\$8,976		\$9,245
TOWN ATTORNEY	3.0%	\$7,444		\$7,668		\$7,898		\$8,135		\$8,379		\$8,630		\$8,889		\$9,156		\$9,430		\$9,713		\$10,005		\$10,305		\$10,614
TOWN BD-KENTS RIDGE	3.0%	\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
TOWN MANAGER SALARY	3.0%	\$11,610		\$11,958		\$12,317		\$12,687		\$13,067		\$13,459		\$13,863		\$14,279		\$14,707		\$15,148		\$15,603		\$16,071		\$16,552
TRAINING EXPENSE	3.0%	\$543		\$559		\$576		\$593		\$611		\$629		\$648		\$668		\$688		\$708		\$730		\$752		\$775
TZ CO PSA BD-KENTS RIDGE	3.0%	\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
UNIFORMS	3.0%	\$1,156		\$1,191		\$1,227		\$1,263		\$1,301		\$1,340		\$1,380		\$1,422		\$1,465		\$1,508		\$1,554		\$1,600		\$1,648
VEHICLE MAINT-INSIDE	3.0%	\$4,838		\$4,983		\$5,133		\$5,287		\$5,446		\$5,609		\$5,777		\$5,950		\$6,129		\$6,313		\$6,502		\$6,697		\$6,897
VEHICLE MAINT-OUTSIDE	3.0%	\$4,735		\$4,877		\$5,024		\$5,175		\$5,330		\$5,490		\$5,654		\$5,824		\$5,999		\$6,179		\$6,364		\$6,555		\$6,751
VRS-VLDP	3.0%	\$468		\$482		\$497		\$512		\$527		\$543		\$559		\$576		\$593		\$611		\$629		\$648		\$668
WATER	3.0%	\$2,216		\$2,283		\$2,351		\$2,422		\$2,494		\$2,569		\$2,646		\$2,726		\$2,808		\$2,892		\$2,978		\$3,068		\$3,161
WATER DEBT BOND	3.0%	\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
WATER QUALITY TESTING	3.0%	\$12,006		\$12,366		\$12,737		\$13,119		\$13,513		\$13,918		\$14,336		\$14,766		\$15,209		\$15,665		\$16,135		\$16,619		\$17,117
Salaries and Wages (Billing, Office Staff)	3.0%	\$51,496		\$53,041		\$54,632		\$56,271		\$57,959		\$59,698		\$61,489		\$63,334		\$65,234		\$67,191		\$69,206		\$71,283		\$73,422
Salaries and Wages (Meter Reading)	3.0%	\$20,289		\$20,914		\$21,559		\$22,224		\$22,909		\$23,615		\$24,343		\$25,093		\$25,866		\$26,663		\$27,485		\$28,332		\$29,204
Payment-in-Lieu-of-Taxes (PILOT)	3.0%	\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0		\$0
One-time Reduction of R&R Annuity	0.0%	-\$120,214		-\$120,214		-\$120,214		-\$120,214		-\$120,214		-\$120,214		-\$120,214		-\$120,214		-\$120,214		-\$120,214		-\$120,214		-\$120,214		-\$120,214
Annual Payment to R&R Reserve (Table 7)	0.0%	\$120,214		\$120,214		\$120,214		\$120,214		\$120,214		\$120,214		\$120,214		\$120,214		\$120,214		\$120,214		\$120,214		\$120,214		\$120,214
User Charge Analysis Services	5.0%	\$0		\$8,911		\$0		\$0		\$9,824		\$0		\$0		\$10,831		\$0		\$0		\$11,942		\$0		\$0
Total CIP-related Payouts	N/A.	Table 5		Table 5		Table 5		Table 5		Table 5		Table 5		Table 5		Table 5		Table 5		Table 5		Table 5		Table 5		Table 5
Total Operating Costs		\$1,090,798		\$1,132,619		\$1,157,611		\$1,412,751		\$1,461,555		\$1,491,886		\$1,533,252		\$1,586,697		\$1,619,764		\$1,664,986		\$1,723,514		\$1,759,553		\$1,808,082
Net Income (or Loss)		\$305,170		\$238,031		\$182,316		\$133,640		\$40,963		\$33,868		\$21,082		\$802		-\$15,141		-\$42,517		-\$82,519		-\$101,621		-\$151,757
Working Capital Goal: 50%		In Dollars, That is:		\$545,399		\$566,310		\$578,805		\$706,375		\$730,778		\$745,943		\$766,626		\$793,348		\$809,882		\$832,493		\$861,757		\$879,781

Notes: The Town will extend service to approximately 2 new customers per year. Therefore, the yellow highlighted cost items above will rise due to inflation and due to the additional cost of serving new customers.

Table 5 - Capital Improvement Program (CIP)
Richlands, VA, 2020 Water Rates Model 1, CIP Revised in FY 2024

This table depicts capital improvements and their funding. Costs reflect inflation.

	Years Following the Analysis Year (for Which Improvement Projects, Costs, Funding, etc. Have Been Projected)											
	Analysis Year	0 Year	1st Year	2nd Year	3rd Year	4th Year	5th Year	6th Year	7th Year	8th Year	9th Year	10th Year
	Starting	Starting	Starting	Starting	Starting	Starting	Starting	Starting	Starting	Starting	Starting	Starting
	7/1/18	7/1/19	7/1/20	7/1/21	7/1/22	7/1/23	7/1/24	7/1/25	7/1/26	7/1/27	7/1/28	7/1/29
Planned Spending, Debt-paid Portion of Projects (CIP costs to be funded with loans are shown in this section.)							\$5,403,962	\$0	\$0	\$0	\$0	\$0
Plant Upgrade Project, Revised Costs and Funding Package, 75% Loan, 25% Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$5,403,962	\$0	\$0	\$0	\$0	\$0
Total Debt-paid Portion of Projects	\$0	\$0	\$0	\$0	\$0	\$0	\$5,403,962	\$0	\$0	\$0	\$0	\$0
Planned Spending, Grant-paid Portion of Projects (CIP costs to be grant-funded are shown here.)												
Plant Upgrade Project, Revised Costs and Funding Package, 75% Loan, 25% Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$415,000	\$0	\$0	\$0	\$0	\$0
Total Grant-paid Portion of Projects	\$0	\$0	\$0	\$0	\$0	\$0	\$415,000	\$0	\$0	\$0	\$0	\$0
Planned Spending, Cash-paid Portion of Projects (CIP costs to be funded from reserves are shown here.)												
Plant Upgrade Project, Revised Costs and Funding Package, 75% Loan, 25% Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cash-paid Portion of Projects	\$0	\$0	\$0	\$0	\$0	\$0	\$5,818,962	\$0	\$0	\$0	\$0	\$0
Total CIP Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$5,818,962	\$0	\$0	\$0	\$0	\$0
Debt Repayment												
Existing Debt Payments (Following is debt that was initiated during the test year or earlier.)	None	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
New Debt Payments (Following are payments for projects to be paid with new debt. It is assumed these will be loan/lease-financed for a term of: 30 years at a 2.20% interest rate.)												
Loan Originated in 5th Year (Payment Estimated by SRP Program)	\$0	\$0	\$0	\$0	\$0	\$0	\$5,818,962	\$247,972	\$247,972	\$247,972	\$247,972	\$247,972
Total Debt Payments	\$0	\$0	\$0	\$0	\$0	\$0	\$5,818,962	\$247,972	\$247,972	\$247,972	\$247,972	\$247,972
Total CIP-related Payouts (This is the total cash required for this CIP and debt payment schedule. These amounts must come from utility income, reserves or outside sources, as shown in the next section.)	\$0	\$0	\$0	\$0	\$0	\$0	\$5,818,962	\$247,972	\$247,972	\$247,972	\$247,972	\$247,972

Table 5 - Capital Improvement Program (CIP)

This table depicts capital improvements and their funding. Costs reflect inflation.

Analysis Year

Years Following the Analysis Year (for Which Improvement Projects, Costs, Funding, etc. Have Been Projected)

CIP Fund Sources (Following are the sources and amounts of funds expected to pay for the above CIP schedule.)	Test Year Starting	0 Year Starting	1st Year Starting	2nd Year Starting	3rd Year Starting	4th Year Starting	5th Year Starting	6th Year Starting	7th Year Starting	8th Year Starting	9th Year Starting	10th Year Starting	Analysis Year		
													7/1/18	7/1/19	
Cash Reserves (Internal Funds)															
Debt and CIP Reserves Starting Balance	\$0	\$289,405	\$512,314	\$692,380	\$712,297	\$743,104	\$776,669	\$792,601	\$743,980	\$694,387	\$643,802	\$592,205			
Working Capital Transferred In	\$289,405	\$217,121	\$169,820	\$6,070	\$16,551	\$18,703	\$399	\$0	\$0	\$0	\$0	\$0			
Debt and CIP Reserves Interest Earned (or Paid)	\$0	\$5,788	\$10,246	\$13,848	\$14,246	\$14,862	\$15,533	\$15,852	\$14,880	\$13,888	\$12,876	\$11,844			
Annualized Share of Debt: Cedar Bluff (6%)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Annualized Share of Debt: TCPSA (20%)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Total Available Internal Funds	\$289,405	\$512,314	\$692,380	\$712,297	\$743,104	\$776,669	\$792,601	\$743,980	\$694,387	\$643,802	\$592,205	\$539,576			
Grant and Loan Proceeds (External Funds)															
DEQ Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$415,000	\$0	\$0	\$0	\$0	\$0			
SWV/W/WW Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
CDBG Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Loan Originated in 3rd Year															
Loan Originated in 4th Year															
Loan Originated in 5th Year (Payment Estimated by SRF Program)							\$5,403,962	\$0	\$0	\$0	\$0	\$0			
Loan Originated in 6th Year															
Loan Originated in 7th Year															
Loan Originated in 8th Year															
Loan Originated in 9th Year															
Loan Originated in 10th Year															
Total Available External Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$5,403,962	\$0	\$0	\$0	\$0	\$0			
Total Available Funds	\$289,405	\$512,314	\$692,380	\$712,297	\$743,104	\$776,669	\$991,952	\$942,359	\$891,774	\$840,177	\$787,548	\$787,548			
Outcomes															
Total Available Funds	\$289,405	\$512,314	\$692,380	\$712,297	\$743,104	\$776,669	\$991,952	\$942,359	\$891,774	\$840,177	\$787,548	\$787,548			
Total CIP-related Payouts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
Debt and CIP Reserves Ending Balances	\$289,405	\$512,314	\$692,380	\$712,297	\$743,104	\$776,669	\$792,601	\$743,980	\$694,387	\$643,802	\$592,205	\$539,576			

Notes: In 2020, when the original rate analysis was done, it was known that Richlands needed major system improvements. The design engineer gave an estimate of those costs at that time, with many unknowns yet to be determined. Over the past three years, much has changed. The cost estimates are much firmer, and unfortunately higher, and DEQ has since offered revised grant and loan amounts. Those grants and loans for the revised costs are included in this table highlighted in gold.

(This CIP spending and funding plan will result in the following cash needs and ending balances each year.)

Table 10 - Initial Rate Adjustments and Resulting Revenues Richlands, VA, 2020 Water Rates Model 1, CIP Revised in FY 2024

This table calculates a new set of user charge rates and the revenues they would generate.

Premium for Out-of-Town Service 133% Conservation Rate Block Multiplier 100% Other Multiplier 100%

6/30/20 Date when fees will first be collected at adjusted rates. Actual adjustment should occur one billing cycle earlier.

If there are no special costs to consider and before capacity costs are added, if appropriate, rates for a 5/8" meter would be in a "cost-to-serve" structure when: there is no usage allowance, the base minimum charge is \$7.97 Monthly, and the unit charge is set at \$3.03 per 1,000 Gallons.

After rate adjustments are made, customers will be billed monthly.

Following are Blended Sales Revenues: Sales at the current (Test Year) rates (gray highlighted column) will apply until rates are adjusted. Sales at the modeled rates (yellow highlighted column) would apply after the modeled rates are adopted. Adding both together, the "blended" sales revenues show in the right-most column.

Customer Class, Rate Class or Meter Size	Volume Range Bottom (in Gallons)	Volume Range Top (in Gallons)	Sales This Year at Current Rates	Basic Minimum Charge	New Usage Allowance in 1,000s	New Unit Charge per 1,000 Gallons	Sales This Year at Modeled Rates	Total "Blended" Sales This Year
	0	999	\$63,506	\$7.97	0.000	\$3.03	\$286	\$63,792
	1,000	1,999	\$92,116	\$7.97	0.000	\$3.03	\$285	\$92,401
	2,000	2,999	\$147,385	\$7.97	0.000	\$3.03	\$230	\$147,615
	3,000	3,999	\$106,097	\$7.97	0.000	\$3.03	\$163	\$106,260
	4,000	4,999	\$65,717	\$7.97	0.000	\$3.03	\$101	\$65,818
	5,000	5,999	\$39,240	\$7.97	0.000	\$3.03	\$61	\$39,301
	6,000	6,999	\$23,201	\$7.97	0.000	\$3.03	\$36	\$23,237
	7,000	9,999	\$30,220	\$7.97	0.000	\$3.03	\$48	\$30,268
	10,000	14,999	\$14,662	\$7.97	0.000	\$3.03	\$24	\$14,686
In Town Residential	15,000	19,999	\$5,380	\$7.97	0.000	\$3.03	\$9	\$5,389
	20,000	24,999	\$2,523	\$7.97	0.000	\$3.03	\$4	\$2,527
	25,000	29,999	\$1,704	\$7.97	0.000	\$3.03	\$3	\$1,707
	30,000	49,999	\$3,371	\$7.97	0.000	\$3.03	\$6	\$3,377
	50,000	74,999	\$1,249	\$7.97	0.000	\$3.03	\$2	\$1,251
	75,000	99,999	\$675	\$7.97	0.000	\$3.03	\$1	\$677
	100,000	124,999	\$320	\$7.97	0.000	\$3.03	\$1	\$321
	125,000	149,999	\$189	\$7.97	0.000	\$3.03	\$0	\$190
	150,000	199,999	\$224	\$7.97	0.000	\$3.03	\$0	\$225
	200,000	399,999	\$37	\$7.97	0.000	\$3.03	\$0	\$37

Table 10 - Initial Rate Adjustments and Resulting Revenues

Customer Class, Rate Class or Meter Size	Volume Range Bottom (in Gallons)	Volume Range Top (in Gallons)	Sales This Year at Current Rates	Basic Minimum Charge	New Usage Allowance In 1,000s	New Unit Charge per 1,000 Gallons	Sales This Year at Modeled Rates	Total "Blended" Sales This Year
In Town Commercial	0	999	\$17,823	\$7.97	0.000	\$3.03	\$42	\$17,865
	1,000	1,999	\$7,787	\$7.97	0.000	\$3.03	\$22	\$7,809
	2,000	2,999	\$8,737	\$7.97	0.000	\$3.03	\$14	\$8,751
	3,000	3,999	\$5,184	\$7.97	0.000	\$3.03	\$9	\$5,193
	4,000	4,999	\$4,397	\$7.97	0.000	\$3.03	\$8	\$4,405
	5,000	5,999	\$4,026	\$7.97	0.000	\$3.03	\$7	\$4,033
	6,000	6,999	\$3,558	\$7.97	0.000	\$3.03	\$6	\$3,565
	7,000	9,999	\$9,848	\$7.97	0.000	\$3.03	\$17	\$9,865
	10,000	14,999	\$13,151	\$7.97	0.000	\$3.03	\$23	\$13,174
	15,000	19,999	\$9,251	\$7.97	0.000	\$3.03	\$16	\$9,268
	20,000	24,999	\$7,298	\$7.97	0.000	\$3.03	\$13	\$7,310
	25,000	29,999	\$5,333	\$7.97	0.000	\$3.03	\$10	\$5,342
	30,000	49,999	\$15,044	\$7.97	0.000	\$3.03	\$27	\$15,071
	50,000	74,999	\$11,609	\$7.97	0.000	\$3.03	\$21	\$11,630
	75,000	99,999	\$6,840	\$7.97	0.000	\$3.03	\$13	\$6,852
	100,000	124,999	\$5,583	\$7.97	0.000	\$3.03	\$10	\$5,593
	125,000	149,999	\$4,504	\$7.97	0.000	\$3.03	\$8	\$4,512
	150,000	199,999	\$7,890	\$7.97	0.000	\$3.03	\$15	\$7,904
	200,000	399,999	\$20,254	\$7.97	0.000	\$3.03	\$37	\$20,291
	400,000	499,999	\$5,730	\$7.97	0.000	\$3.03	\$11	\$5,741
500,000	999,999	\$12,875	\$7.97	0.000	\$3.03	\$24	\$12,898	
Bulk Water	0	999	\$0	\$7.97	0.000	\$3.03	\$0	\$0
	1,000	1,999	\$0	\$7.97	0.000	\$3.03	\$0	\$0
	2,000	2,999	\$0	\$7.97	0.000	\$3.03	\$0	\$0
	3,000	3,999	\$0	\$7.97	0.000	\$3.03	\$0	\$0
	4,000	4,999	\$0	\$7.97	0.000	\$3.03	\$0	\$0
	5,000	5,999	\$0	\$7.97	0.000	\$3.03	\$0	\$0
	6,000	6,999	\$0	\$7.97	0.000	\$3.03	\$0	\$0
	7,000	9,999	\$0	\$7.97	0.000	\$3.03	\$0	\$0
	10,000	14,999	\$0	\$7.97	0.000	\$3.03	\$0	\$0
	15,000	19,999	\$0	\$7.97	0.000	\$3.03	\$0	\$0
	20,000	24,999	\$0	\$7.97	0.000	\$3.03	\$0	\$0
	25,000	29,999	\$0	\$7.97	0.000	\$3.03	\$0	\$0
	30,000	49,999	\$0	\$7.97	0.000	\$3.03	\$2	\$2
	50,000	74,999	\$0	\$7.97	0.000	\$3.03	\$2	\$2
	75,000	99,999	\$0	\$7.97	0.000	\$3.03	\$2	\$2
	100,000	124,999	\$0	\$7.97	0.000	\$3.03	\$2	\$2
	125,000	149,999	\$0	\$7.97	0.000	\$3.03	\$2	\$2
	150,000	199,999	\$0	\$7.97	0.000	\$3.03	\$5	\$5
	200,000	399,999	\$0	\$7.97	0.000	\$3.03	\$20	\$20
	400,000	499,999	\$0	\$7.97	0.000	\$3.03	\$10	\$10
500,000	999,999	\$0	\$7.97	0.000	\$3.03	\$50	\$50	
1,000,000	1,999,999	\$798	\$7.97	0.000	\$3.03	\$92	\$890	
2,000,000	4,999,999	\$399	\$7.97	0.000	\$3.03	\$2	\$401	

Table 10 - Initial Rate Adjustments and Resulting Revenues

Customer Class, Rate Class or Meter Size	Volume Range Bottom (in Gallons)	Volume Range Top (in Gallons)	Sales This Year at Current Rates	Basic Minimum Charge	New Usage Allowance in 1,000s	New Unit Charge per 1,000 Gallons	Sales This Year at Modeled Rates	Total "Blended" Sales This Year
Water Plant Backwash	0	999	\$0	\$7.97	0.000	\$3.03	\$0	\$0
	1,000	1,999	\$0	\$7.97	0.000	\$3.03	\$0	\$0
	2,000	2,999	\$36	\$7.97	0.000	\$3.03	\$0	\$36
	3,000	3,999	\$36	\$7.97	0.000	\$3.03	\$0	\$36
	4,000	4,999	\$36	\$7.97	0.000	\$3.03	\$0	\$36
	5,000	5,999	\$36	\$7.97	0.000	\$3.03	\$0	\$36
	6,000	6,999	\$36	\$7.97	0.000	\$3.03	\$0	\$36
	7,000	9,999	\$108	\$7.97	0.000	\$3.03	\$0	\$108
	10,000	14,999	\$180	\$7.97	0.000	\$3.03	\$0	\$180
	15,000	19,999	\$180	\$7.97	0.000	\$3.03	\$0	\$180
	20,000	24,999	\$180	\$7.97	0.000	\$3.03	\$0	\$180
	25,000	29,999	\$180	\$7.97	0.000	\$3.03	\$0	\$180
	30,000	49,999	\$718	\$7.97	0.000	\$3.03	\$1	\$719
	50,000	74,999	\$898	\$7.97	0.000	\$3.03	\$2	\$899
	75,000	99,999	\$898	\$7.97	0.000	\$3.03	\$2	\$899
	100,000	124,999	\$854	\$7.97	0.000	\$3.03	\$2	\$855
	125,000	149,999	\$785	\$7.97	0.000	\$3.03	\$1	\$787
	150,000	199,999	\$1,571	\$7.97	0.000	\$3.03	\$3	\$1,574
	200,000	399,999	\$6,283	\$7.97	0.000	\$3.03	\$12	\$6,294
	400,000	499,999	\$8,141	\$7.97	0.000	\$3.03	\$6	\$8,147
500,000	999,999	\$15,175	\$7.97	0.000	\$3.03	\$28	\$15,203	
1,000,000	1,999,999	\$5,435	\$7.97	0.000	\$3.03	\$10	\$5,444	
Town Departments	0	999	\$941	\$7.97	0.000	\$3.03	\$2	\$944
	1,000	1,999	\$287	\$7.97	0.000	\$3.03	\$1	\$288
	2,000	2,999	\$817	\$7.97	0.000	\$3.03	\$1	\$819
	3,000	3,999	\$649	\$7.97	0.000	\$3.03	\$1	\$650
	4,000	4,999	\$293	\$7.97	0.000	\$3.03	\$0	\$293
	5,000	5,999	\$215	\$7.97	0.000	\$3.03	\$0	\$216
	6,000	6,999	\$222	\$7.97	0.000	\$3.03	\$0	\$223
	7,000	7,999	\$155	\$7.97	0.000	\$3.03	\$0	\$155
	8,000	8,999	\$117	\$7.97	0.000	\$3.03	\$0	\$117
	9,000	9,999	\$145	\$7.97	0.000	\$3.03	\$0	\$145
	10,000	14,999	\$555	\$7.97	0.000	\$3.03	\$1	\$556
	15,000	19,999	\$441	\$7.97	0.000	\$3.03	\$1	\$442
	20,000	24,999	\$378	\$7.97	0.000	\$3.03	\$1	\$379
	25,000	29,999	\$359	\$7.97	0.000	\$3.03	\$1	\$360
	30,000	34,999	\$359	\$7.97	0.000	\$3.03	\$1	\$360
	35,000	44,999	\$713	\$7.97	0.000	\$3.03	\$1	\$715
	45,000	54,999	\$656	\$7.97	0.000	\$3.03	\$1	\$657
	55,000	64,999	\$603	\$7.97	0.000	\$3.03	\$1	\$604
	65,000	74,999	\$526	\$7.97	0.000	\$3.03	\$1	\$527
	75,000	84,999	\$359	\$7.97	0.000	\$3.03	\$1	\$360
85,000	94,999	\$221	\$7.97	0.000	\$3.03	\$0	\$221	
95,000	104,999	\$90	\$7.97	0.000	\$3.03	\$0	\$90	
105,000	114,999	\$90	\$7.97	0.000	\$3.03	\$0	\$90	
115,000	124,999	\$81	\$7.97	0.000	\$3.03	\$0	\$81	
125,000	134,999	\$45	\$7.97	0.000	\$3.03	\$0	\$45	
135,000	144,999	\$45	\$7.97	0.000	\$3.03	\$0	\$45	
145,000	1,000,000	\$193	\$7.97	0.000	\$3.03	\$0	\$193	

Table 10 - Initial Rate Adjustments and Resulting Revenues

Customer Class, Rate Class or Meter Size	Volume Range Bottom (in Gallons)	Volume Range Top (in Gallons)	Sales This Year at Current Rates	Basic Minimum Charge	New Usage Allowance in 1,000s	New Unit Charge per 1,000 Gallons	Sales This Year at Modeled Rates	Total "Blended" Sales This Year
County Residential	0	999	\$2,678	\$10.63	0.000	\$4.04	\$11	\$2,690
	1,000	1,999	\$3,251	\$10.63	0.000	\$4.04	\$11	\$3,261
	2,000	2,999	\$6,296	\$10.63	0.000	\$4.04	\$10	\$6,306
	3,000	3,999	\$3,740	\$10.63	0.000	\$4.04	\$6	\$3,746
	4,000	4,999	\$2,376	\$10.63	0.000	\$4.04	\$4	\$2,380
	5,000	5,999	\$753	\$10.63	0.000	\$4.04	\$1	\$754
	6,000	6,999	\$469	\$10.63	0.000	\$4.04	\$1	\$470
	7,000	9,999	\$849	\$10.63	0.000	\$4.04	\$1	\$851
	10,000	14,999	\$298	\$10.63	0.000	\$4.04	\$0	\$299
	15,000	19,999	\$39	\$10.63	0.000	\$4.04	\$0	\$40
County Commercial	0	999	\$491	\$10.63	0.000	\$4.04	\$2	\$493
	1,000	1,999	\$368	\$10.63	0.000	\$4.04	\$1	\$369
	2,000	2,999	\$709	\$10.63	0.000	\$4.04	\$1	\$711
	3,000	3,999	\$483	\$10.63	0.000	\$4.04	\$1	\$484
	4,000	4,999	\$468	\$10.63	0.000	\$4.04	\$1	\$469
	5,000	5,999	\$374	\$10.63	0.000	\$4.04	\$1	\$375
	6,000	6,999	\$353	\$10.63	0.000	\$4.04	\$1	\$354
	7,000	9,999	\$818	\$10.63	0.000	\$4.04	\$1	\$819
	10,000	14,999	\$1,130	\$10.63	0.000	\$4.04	\$2	\$1,132
	15,000	19,999	\$1,128	\$10.63	0.000	\$4.04	\$2	\$1,130
	20,000	24,999	\$1,152	\$10.63	0.000	\$4.04	\$2	\$1,154
	25,000	29,999	\$653	\$10.63	0.000	\$4.04	\$1	\$654
	30,000	49,999	\$782	\$10.63	0.000	\$4.04	\$1	\$783
50,000	74,999	\$222	\$10.63	0.000	\$4.04	\$0	\$222	
75,000	99,999	\$62	\$10.63	0.000	\$4.04	\$0	\$62	
Total Rate Revenue at Current Rates			\$861,992	Total Rate Revenue at Modeled Rates			\$1,957	
Prorated capacity surcharges from Table 16 (minimum charges above do not include them)								\$194
Total Blended Rate Revenues for the Year								\$864,144

Note: New Minimum Charge Base Rates: If meter size-based minimum charges are to be used, and the user classes modeled above include meter or connection sizes, the amounts shown in this column include meter size surcharges as calculated in Table 16. Either way, the narrative report includes the rates and surcharges to assess.

12.0 months at the old user charge rates and 0.0 months at the new user charge rates.

Table 17 - Financial Capacity Indicators and Reserves
Richlands, VA, 2020 Water Rates Model 1, CIP Revised in FY 2024

This table depicts the affordability of future rates, the financial health of the system and the ending balances in various (assumed) accounts for the best year and the next 10 years.

Capacity Indicators		Test Year Starting	0 Year Starting	1st Year Starting	2nd Year Starting	3rd Year Starting	4th Year Starting	5th Year Starting	6th Year Starting	7th Year Starting	8th Year Starting	9th Year Starting	10th Year Starting	
		7/1/18	7/1/19	7/1/20	7/1/21	7/1/22	7/1/23	7/1/24	7/1/25	7/1/26	7/1/27	7/1/28	7/1/29	
Monthly Bill for a 5,000 gal per Month, Small Meter Residential Customer		\$29.50	\$54.37	\$54.37	\$54.92	\$55.47	\$56.02	\$56.58	\$57.15	\$57.72	\$58.30	\$58.88	\$59.47	
AMHI Within Service Area		\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	
Affordability Index: Current Rates First Column, Modeled Rates After That		1.17%	2.16%	2.16%	2.19%	2.21%	2.23%	2.25%	2.27%	2.30%	2.32%	2.34%	2.37%	
Affordability Index (AI) goes to the willingness and ability of customers to pay. AI is the cost of 60,000 gallons of residential service per year (5,000 gallons per month) divided by the Annual Median Household Income (AMHI) in the service area (gleaned from Census data or a survey). Rates near 1.0% are common in the U.S. and are generally considered affordable. Most grant agencies will not consider awarding grants if this indicator is less than 1.5 to 2.0%.														
Monthly Bill for a 3,528 gal per Month Residential Customer		\$22.88	\$34.58	\$34.58	\$34.92	\$35.27	\$35.62	\$35.98	\$36.34	\$36.70	\$37.07	\$37.44	\$37.81	
AMHI Within Service Area		\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	
Affordability Index: Current Rates First Column, Modeled Rates After That		0.91%	1.38%	1.38%	1.39%	1.40%	1.42%	1.43%	1.45%	1.46%	1.48%	1.49%	1.51%	
This additional indicator of affordability assumes a residential customer using the VDH benchmark volume each month.														
Affordability Index, VDH Methodology	Estimated Operating Ratio: Current Rates First Column, Modeled Rates After That	1.28	1.21	1.16	1.09	1.03	1.02	1.01	1.00	0.99	0.97	0.95	0.94	
Operating ratio (OR) is a measure of the utility's ability to pay its operating expenses using only current incomes. A 1.0 OR is break even. Below 1.0 indicates operating in the "red." Generally, the OR should be at least 1.15 for large systems, 1.30 or more for medium-sized systems and perhaps as high as 2.0 for small systems. Note: This utility has reserves (shown below). This gives the utility more ability to pay its operating costs than the OR would imply.														
Estimated Coverage Ratio: Current Rates First Column, Modeled Rates After That														
Coverage Ratio (CR) goes to the ability of the utility to pay its debt payments out of current incomes. OR applies only to years with debt service. 1.0 is break even. Generally, the CR should be at least 1.25. Note: This utility has reserves (shown below). This gives the utility more ability to pay debt than the CR would imply.														
Reserves	Cash and Cash Equivalents	6/30/18	6/30/19	6/30/20	6/30/21	6/30/22	6/30/23	6/30/24	6/30/25	6/30/26	6/30/27	6/30/28	6/30/29	6/30/30
	Other Liquid Assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total Undedicated Cash Assets	\$529,634	\$545,399	\$566,310	\$578,805	\$706,375	\$730,778	\$745,943	\$766,626	\$767,428	\$752,286	\$709,770	\$627,251	\$525,630
	Total Cash Assets Discounted for Inflation (Future Unrestricted Purchasing Power)	\$529,634	\$545,399	\$566,310	\$578,805	\$706,375	\$730,778	\$745,943	\$766,626	\$767,428	\$752,286	\$709,770	\$627,251	\$525,630
	Repair & Replacement	\$0	-\$109,000	-\$99,966	-\$90,751	-\$81,352	-\$71,765	-\$61,987	-\$52,012	-\$41,839	-\$31,482	-\$20,877	-\$10,080	\$932
	Debt and CIP Reserves	\$0	\$289,405	\$512,314	\$692,380	\$712,297	\$743,104	\$776,669	\$792,601	\$743,980	\$694,367	\$643,802	\$592,205	\$539,576
	Sum of All Reserves	\$529,634	\$725,804	\$978,657	\$1,180,434	\$1,337,320	\$1,402,116	\$1,460,625	\$1,507,215	\$1,469,599	\$1,415,202	\$1,332,695	\$1,209,375	\$1,066,138

**Table 18 - Bills Before and After Rate Adjustments
Richlands, VA, 2020 Water Rates Model 1, CIP Revised in FY 2024**

This table shows how bills needed going into Fiscal Year 2024, now that system improvement costs have been better determined, compare to what bills were four-plus years ago at the end of Fiscal Year 2019, when those costs were still largely unknown.

Rate Classes With 5/8 Inch Meter	Gallons of Use	Customers at or Above This Volume But Below the Next	Customers Using This Volume or Less	Customers Using This Volume or More	Bill as of 6/30/2019	Modeled Bill for FY 2024	Modeled Bill Increase or Decrease (-)
In-Town	0	332	332	2,175	\$16.00	\$10.19	-\$5.81
	1,000	481	813	1,844	\$16.00	\$13.34	-\$2.66
	2,000	452	1,265	1,363	\$16.00	\$19.34	\$3.34
	3,000	351	1,616	910	\$20.50	\$27.23	\$6.73
	3,528				\$22.88	\$34.58	\$11.70
	4,000	219	1,835	559	\$25.00	\$44.59	\$19.59
	5,000	129	1,965	340	\$29.50	\$54.37	\$24.87
	6,000	74	2,038	211	\$34.00	\$57.53	\$23.53
	7,000	85	2,124	137	\$38.50	\$63.52	\$25.02
	10,000	33	2,157	52	\$52.00	\$87.19	\$35.19
	15,000	10	2,166	19	\$74.50	\$102.96	\$28.46
	20,000	3	2,169	9	\$97.00	\$130.09	\$33.09
	25,000	1	2,171	6	\$119.50	\$181.86	\$62.36
	30,000	3	2,174	5	\$142.00	\$197.62	\$55.62
	50,000	1	2,175	1	\$232.00	\$289.10	\$57.10
	75,000	0	2,175	1	\$344.50	\$390.11	\$45.61
	Out-of-Town	0	93	93	230	\$20.50	\$14.14
1,000		41	134	137	\$20.50	\$18.51	-\$1.99
2,000		22	156	96	\$20.50	\$26.83	\$6.33
3,000		7	163	74	\$26.50	\$37.78	\$11.28
4,000		5	168	67	\$32.50	\$50.04	\$17.54
5,000		4	172	62	\$38.50	\$66.24	\$27.74
6,000		3	175	58	\$44.50	\$79.82	\$35.32
7,000		8	183	55	\$50.50	\$84.19	\$33.69
10,000		13	197	47	\$68.50	\$101.26	\$32.76
15,000		8	204	33	\$98.50	\$142.85	\$44.35
20,000		7	211	26	\$128.50	\$164.72	\$36.22
25,000		3	214	19	\$158.50	\$202.37	\$43.87
30,000		6	220	17	\$188.50	\$274.19	\$85.69
50,000		5	225	10	\$308.50	\$361.69	\$53.19
75,000		1	226	6	\$458.50	\$510.49	\$51.99

Table 18 - Bills Before and After Rate Adjustments

Rate Classes With 5/8 Inch Meter	Gallons of Use	Customers at or Above This Volume But Below the Next	Customers Using This Volume or Less	Customers Using This Volume or More	Bill as of 6/30/2019	Modeled Bill for FY 2024	Modeled Bill Increase or Decrease (-)
	0	0	0	1	\$100.00	\$9.79	-\$90.21
Bulk Water	500,000	0	0	1	\$100.00	\$1,524.79	\$1,424.79
	1,000,000	1	1	1	\$100.00	\$3,039.79	\$2,939.79
	0	0	0	1	\$16.00	\$9.79	-\$6.21
Water Plant Backwash	500,000	0	0	1	\$2,257.00	\$1,524.79	-\$732.21
	1,000,000	0	1	0	\$4,507.00	\$3,039.79	-\$1,467.21
	0	5	5	15	\$16.00	\$9.79	-\$6.21
	1,000	2	6	10	\$16.00	\$12.82	-\$3.18
	2,000	2	9	8	\$16.00	\$15.85	-\$0.15
	3,000	2	11	6	\$20.50	\$18.88	-\$1.62
	4,000	1	11	4	\$25.00	\$21.91	-\$3.09
	5,000	0	12	3	\$29.50	\$24.94	-\$4.56
	6,000	0	12	3	\$34.00	\$27.97	-\$6.03
	7,000	0	12	2	\$38.50	\$31.00	-\$7.50
	8,000	0	12	2	\$43.00	\$34.03	-\$8.97
	9,000	0	13	2	\$47.50	\$37.06	-\$10.44
	10,000	0	13	2	\$52.00	\$40.09	-\$11.91
	15,000	0	13	2	\$74.50	\$55.24	-\$19.26
	20,000	0	13	1	\$97.00	\$70.39	-\$26.61
Town Departments	25,000	0	13	1	\$119.50	\$85.54	-\$33.96
	30,000	0	13	1	\$142.00	\$100.69	-\$41.31
	35,000	0	13	1	\$164.50	\$115.84	-\$48.66
	45,000	0	13	1	\$209.50	\$146.14	-\$63.36
	55,000	0	14	1	\$254.50	\$176.44	-\$78.06
	65,000	0	14	1	\$299.50	\$206.74	-\$92.76
	75,000	0	14	1	\$344.50	\$237.04	-\$107.46
	85,000	0	14	1	\$389.50	\$267.34	-\$122.16
	95,000	0	14	0	\$434.50	\$297.64	-\$136.86
	105,000	0	14	0	\$479.50	\$327.94	-\$151.56
	115,000	0	14	0	\$524.50	\$358.24	-\$166.26
	125,000	0	14	0	\$569.50	\$388.54	-\$180.96
	135,000	0	14	0	\$614.50	\$418.84	-\$195.66
	145,000	0	15	0	\$659.50	\$449.14	-\$210.36

Table 18 - Bills Before and After Rate Adjustments

Rate Classes With 5/8 Inch Meter	Gallons of Use	Customers at or Above This Volume But Below the Next	Customers Using This Volume or Less	Customers Using This Volume or More	Bill as of 6/30/2019	Modeled Bill for FY 2024	Modeled Bill Increase or Decrease (-)
County Residential	0	11	11	64	\$20.50	\$13.86	-\$6.64
	1,000	13	24	53	\$20.50	\$17.90	-\$2.60
	2,000	17	41	39	\$20.50	\$21.94	\$1.44
	3,000	10	51	23	\$26.50	\$25.98	-\$0.52
	4,000	7	58	13	\$32.50	\$30.02	-\$2.48
	5,000	2	60	6	\$38.50	\$34.06	-\$4.44
	6,000	1	61	4	\$44.50	\$38.10	-\$6.40
	7,000	2	63	3	\$50.50	\$42.14	-\$8.36
	10,000	1	64	1	\$68.50	\$54.26	-\$14.24
	County Commercial	0	2	2	10	\$20.50	\$13.86
1,000		2	4	8	\$20.50	\$17.90	-\$2.60
2,000		1	5	7	\$20.50	\$21.94	\$1.44
3,000		1	5	5	\$26.50	\$25.98	-\$0.52
4,000		1	6	5	\$32.50	\$30.02	-\$2.48
5,000		0	6	4	\$38.50	\$34.06	-\$4.44
6,000		0	6	4	\$44.50	\$38.10	-\$6.40
7,000		0	7	4	\$50.50	\$42.14	-\$8.36
10,000		0	7	3	\$68.50	\$54.26	-\$14.24
15,000		0	7	3	\$98.50	\$74.46	-\$24.04
20,000		1	8	3	\$128.50	\$94.66	-\$33.84
25,000		1	9	2	\$158.50	\$114.86	-\$43.64
30,000		1	10	1	\$188.50	\$135.06	-\$53.44

Richlands, VA, 2020 Sewer Rates Model 1, CIP Revised in FY 2024

This model does several things. It uses recently revised system improvement costs and a revised package of DEQ grants and loans to arrive at the rates now needed to fund the system's operating costs, along with the recently refined improvement costs. And, reserves still need to be built up, so the modeled rates do that, too.

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Note: This document is a print out of the spreadsheet model used to calculate new user charge and other rates and fees for the next 10 years. These calculations are complex and are based upon many conditions and assumptions. These issues, and others, are described in a narrative report that accompanies this model.

Table 3 - Operating Incomes and Basic User Data

Richlands, VA, 2020 Sewer Rates Model 1, CIP Revised in FY 2024

This table depicts user statistics, customer growth, and system incomes and across the board "inflationary" style rate increases through the 10th year.

Annual Median Household Income (AMHI) \$30,149 Income used by the VDH SRF Loan Program

Test Year Growth of Customer Base and Average Tap Fee Paid per Connection

2 Number new Sewer connections made during test year

\$375 Average Sewer tap or installation fee assessed during the test year

This model is programmed for rates to be reset in the "Analysis Year," also called the "0 Year" column below (needing highlighted blue). Revenues will be collected at the now-current rates for the first part of the analysis year and the modeled rates for the last part of the analysis year. Thus, the revenues shown in the last column of that table are "blended" revenues; part collected at the old rates and part collected at the new rates. It was then assumed that all rate adjustments made after the initial (major) adjustment will be done annually on approximately the anniversary of the first adjustment. If rates will not be adjusted during the "0 Year," an adjustment (normally a revenue reduction) was calculated below to account for the late start in making the first adjustments.

Basic User (Customer) Data

(First year balances and incomes are actual, subsequent years are projected)

Basic User (Customer) Data	Analysis Year		Years Following the Analysis Year (for Which Results Have Been Projected)										
	Inflation/Deflation (-) Factor	Test Year Starting 7/1/18	0 Year Starting 7/1/19	1st Year Starting 7/1/20	2nd Year Starting 7/1/21	3rd Year Starting 7/1/22	4th Year Starting 7/1/23	5th Year Starting 7/1/24	6th Year Starting 7/1/25	7th Year Starting 7/1/26	8th Year Starting 7/1/27	9th Year Starting 7/1/28	10th Year Starting 7/1/29
Average Number of Customers	N/A	2,407	2,409	2,411	2,413	2,415	2,417	2,419	2,421	2,423	2,425	2,427	2,429
Customers Added or Lost (-) Each Year	N/A	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Customer Growth or Loss (-) Rate	N/A	0.08%	0.08%	0.08%	0.08%	0.08%	0.08%	0.08%	0.08%	0.08%	0.08%	0.08%	0.08%
Actual (Test Year) and Projected Service, in Gallons	N/A	121,479,544	121,580,480	121,681,415	121,782,350	121,883,285	121,984,220	122,085,155	122,186,090	122,287,025	122,387,960	122,488,895	122,589,830
How User Charge Fees Were Calculated, Accounting for New Customers and Future Rate Increases													
Actual or Calculated Sales Revenues		\$802,723	\$804,196	\$1,341,763	\$1,396,591	\$1,453,660	\$1,513,058	\$1,574,883	\$1,639,232	\$1,706,210	\$1,775,923	\$1,848,483	\$1,924,006
Additional Sales Revenues From New Customers			\$2	\$1,113	\$1,158	\$1,204	\$1,252	\$1,302	\$1,354	\$1,408	\$1,465	\$1,523	\$1,584
Total Calculated Revenues (User Charge Fees)		\$802,723	\$804,198	\$1,342,876	\$1,397,750	\$1,454,864	\$1,514,310	\$1,576,185	\$1,640,586	\$1,707,618	\$1,777,387	\$1,850,006	\$1,925,590
Operating Incomes													
User Charge Fees (Tables 10, 12, 12B, 15, 15B, 16, 16B)	N/A	\$831,268	\$832,795	\$1,390,629	\$1,447,454	\$1,506,599	\$1,568,159	\$1,632,234	\$1,698,926	\$1,768,341	\$1,840,591	\$1,915,792	\$1,994,064
Late Payment Charge	N/A	\$13,694	\$13,696	\$13,707	\$13,718	\$13,730	\$13,741	\$13,752	\$13,764	\$13,775	\$13,786	\$13,798	\$13,809
New Sewer Taps or Connections (Current Rate Structure)	% Above	\$750	\$748	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Meter Size-based System Development Fees (Tables 13, 14)	% Above	\$0	\$2	\$600	\$624	\$649	\$675	\$702	\$730	\$759	\$790	\$821	\$854
Interest Income	N/A	\$1,889	-\$6,478	-\$7,183	-\$12,054	-\$2,874	\$3,482	\$7,432	\$7,637	\$7,902	\$8,065	\$8,289	\$8,579
WWTP-LAB TEST/SEPTIC TRET	N/A	\$5,451	\$5,451	\$5,451	\$5,451	\$5,451	\$5,451	\$5,451	\$5,451	\$5,451	\$5,451	\$5,451	\$5,451
SERVICE CHARGES	N/A	\$3,429	\$3,429	\$3,429	\$3,429	\$3,429	\$3,429	\$3,429	\$3,429	\$3,429	\$3,429	\$3,429	\$3,429
SALE OF SALVAGE & SURPLUS	N/A	\$711	\$711	\$711	\$711	\$711	\$711	\$711	\$711	\$711	\$711	\$711	\$711
CEDAR BLUFF (6%), Additional Revenues in Table 5	N/A	\$127,656	\$127,656	\$142,557	\$146,122	\$150,730	\$153,578	\$157,476	\$163,775	\$170,326	\$177,139	\$184,224	\$191,593
TZ CO PSA (20%), Additional Revenues in Table 5	N/A	\$228,324	\$228,324	\$254,975	\$261,352	\$269,595	\$274,688	\$281,659	\$292,926	\$304,643	\$316,828	\$329,502	\$342,682
CONTRACT WORK-SEW/WAT LIN	N/A	\$406	\$406	\$406	\$406	\$406	\$406	\$406	\$406	\$406	\$406	\$406	\$406
Revenue Reduction Due to COVID-19 (10% of User Charge Fees from March, 2020 to June, 2021)	N/A	\$0	-\$27,760	-\$139,063	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revenue Loss (-) or Gain Because Rate Adjustments Made This Number of Months Late	12.0	\$0	\$0	-\$639,040	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Operating Incomes		\$1,213,549	\$1,178,980	\$1,127,179	\$1,867,213	\$1,948,426	\$2,024,320	\$2,103,253	\$2,187,754	\$2,275,743	\$2,367,197	\$2,462,423	\$2,561,578

Note: The yellow highlighted revenues above are fees collected from Richlands cooperating utilities and service areas. By agreements, those areas participate in the utility's costs by set percentages. Therefore, in future years these revenues were increased or decreased by the same percentage rates that Richlands's operating and capital costs (debt) will increase or decrease each year.

Table 4 - Operating Costs and Net Income

Richlands, VA, 2020 Sewer Rates Model 1, CIP Revised in FY 2024

This table depicts expenses during the test year, this year and for the next 10 years. Some future costs will experience inflation. Those costs that go up as use goes up are increased by the cost inflation factor plus the growth rate in users. (First year costs and net incomes are actual, subsequent years are projected)

Years Following the Analysis Year (for Which Results Have Been Projected)

Inflation/ Deflation Factor	Test Year Starting 7/1/18	0 Year Starting 7/1/19	Years Following the Analysis Year (for Which Results Have Been Projected)									
			1st Year Starting 7/1/20	2nd Year Starting 7/1/21	3rd Year Starting 7/1/22	4th Year Starting 7/1/23	5th Year Starting 7/1/24	6th Year Starting 7/1/25	7th Year Starting 7/1/26	8th Year Starting 7/1/27	9th Year Starting 7/1/28	10th Year Starting 7/1/29
3.0%	\$7,375	\$7,596	\$7,824	\$8,059	\$8,301	\$8,550	\$8,806	\$9,070	\$9,342	\$9,623	\$9,911	\$10,209
3.0%	\$135	\$139	\$144	\$148	\$152	\$157	\$162	\$166	\$171	\$177	\$182	\$187
3.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3.0%	\$3,382	\$3,484	\$3,588	\$3,696	\$3,807	\$3,921	\$4,039	\$4,160	\$4,285	\$4,413	\$4,546	\$4,682
3.0%	\$2,023	\$2,084	\$2,146	\$2,211	\$2,277	\$2,345	\$2,416	\$2,488	\$2,563	\$2,640	\$2,719	\$2,800
3.0%	\$40	\$41	\$42	\$44	\$45	\$46	\$48	\$49	\$51	\$52	\$54	\$55
3.0%	\$25,273	\$26,031	\$26,812	\$27,617	\$28,445	\$29,299	\$30,178	\$31,083	\$32,015	\$32,976	\$33,965	\$34,984
3.0%	\$592	\$610	\$629	\$649	\$669	\$689	\$710	\$732	\$755	\$778	\$802	\$827
3.0%	\$2,503	\$2,578	\$2,656	\$2,735	\$2,817	\$2,902	\$2,989	\$3,079	\$3,171	\$3,266	\$3,364	\$3,465
3.0%	\$220	\$226	\$233	\$240	\$247	\$255	\$262	\$270	\$278	\$286	\$295	\$304
3.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3.0%	\$600	\$618	\$637	\$656	\$675	\$696	\$716	\$738	\$760	\$783	\$806	\$831
3.0%	\$177,179	\$182,646	\$188,281	\$194,090	\$200,079	\$206,252	\$212,615	\$219,174	\$225,936	\$232,906	\$240,090	\$247,497
3.0%	\$13,907	\$14,324	\$14,754	\$15,197	\$15,652	\$16,122	\$16,606	\$17,104	\$17,617	\$18,145	\$18,690	\$19,251
3.0%	\$44,282	\$45,610	\$46,979	\$48,388	\$49,840	\$51,335	\$52,875	\$54,461	\$56,095	\$57,778	\$59,511	\$61,296
3.0%	\$1,656	\$1,706	\$1,757	\$1,809	\$1,864	\$1,920	\$1,977	\$2,037	\$2,098	\$2,161	\$2,225	\$2,292
3.0%	\$14,843	\$15,288	\$15,747	\$16,220	\$16,706	\$17,207	\$17,724	\$18,255	\$18,803	\$19,367	\$19,948	\$20,546
3.0%	\$3,775	\$3,888	\$4,005	\$4,125	\$4,249	\$4,376	\$4,508	\$4,643	\$4,782	\$4,926	\$5,073	\$5,226
3.0%	\$828	\$853	\$878	\$905	\$932	\$960	\$989	\$1,018	\$1,049	\$1,080	\$1,113	\$1,146
3.0%	\$1,316	\$1,355	\$1,396	\$1,438	\$1,481	\$1,525	\$1,571	\$1,618	\$1,666	\$1,716	\$1,768	\$1,821
3.0%	\$618	\$636	\$655	\$675	\$695	\$716	\$738	\$760	\$783	\$806	\$830	\$855
3.0%	\$30,161	\$31,066	\$31,997	\$32,957	\$33,946	\$34,964	\$36,013	\$37,094	\$38,207	\$39,353	\$40,533	\$41,749
3.0%	\$2,396	\$2,468	\$2,542	\$2,618	\$2,697	\$2,778	\$2,861	\$2,947	\$3,035	\$3,126	\$3,220	\$3,317
3.0%	\$15,208	\$15,664	\$16,134	\$16,618	\$17,116	\$17,630	\$18,159	\$18,703	\$19,264	\$19,842	\$20,438	\$21,051
3.0%	\$127,547	\$131,374	\$135,315	\$139,374	\$143,556	\$147,862	\$152,298	\$156,867	\$161,573	\$166,420	\$171,413	\$176,555
3.0%	\$31,789	\$32,743	\$33,725	\$34,737	\$35,779	\$36,853	\$37,958	\$39,097	\$40,270	\$41,478	\$42,722	\$44,004
3.0%	\$7,162	\$7,377	\$7,598	\$7,826	\$8,061	\$8,302	\$8,551	\$8,808	\$9,072	\$9,344	\$9,625	\$9,913
3.0%	\$2,189	\$2,254	\$2,322	\$2,392	\$2,463	\$2,537	\$2,613	\$2,692	\$2,773	\$2,856	\$2,941	\$3,030
3.0%	\$70,112	\$72,215	\$74,382	\$76,613	\$78,911	\$81,279	\$83,717	\$86,229	\$88,815	\$91,480	\$94,224	\$97,051
3.0%	\$5,904	\$6,081	\$6,264	\$6,452	\$6,645	\$6,845	\$7,050	\$7,261	\$7,479	\$7,704	\$7,935	\$8,173
3.0%	\$5,542	\$5,708	\$5,879	\$6,056	\$6,237	\$6,425	\$6,617	\$6,816	\$7,020	\$7,231	\$7,448	\$7,671
3.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3.0%	\$2,203	\$2,270	\$2,338	\$2,408	\$2,480	\$2,554	\$2,631	\$2,710	\$2,791	\$2,875	\$2,961	\$3,050
3.0%	\$44,372	\$45,703	\$47,074	\$48,486	\$49,941	\$51,439	\$52,982	\$54,572	\$56,209	\$57,895	\$59,632	\$61,421
3.0%	\$-99,663	\$-99,952	\$-100,251	\$-100,559	\$-100,875	\$-111,202	\$-111,538	\$-111,884	\$-122,240	\$-122,607	\$-122,986	\$-133,375
3.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Table 4 - Operating Costs and Net Income

Inflation/ Deflation Factor	Test Year Starting 7/1/18	0 Year Starting 7/1/19	1st Year		2nd Year		3rd Year		4th Year		5th Year		6th Year		7th Year		8th Year		9th Year		10th Year		
			Starting 7/1/20	Starting 7/1/21	Starting 7/1/22	Starting 7/1/23	Starting 7/1/24	Starting 7/1/25	Starting 7/1/26	Starting 7/1/27	Starting 7/1/28	Starting 7/1/29	Starting 7/1/30	Starting 7/1/31	Starting 7/1/32	Starting 7/1/33	Starting 7/1/34	Starting 7/1/35	Starting 7/1/36	Starting 7/1/37	Starting 7/1/38	Starting 7/1/39	
3.0%	\$8,677	\$8,938	\$9,206	\$9,482	\$9,767	\$10,060	\$10,361	\$10,672	\$10,992	\$11,322	\$11,662	\$12,012	\$12,376	\$12,754	\$13,146	\$13,553	\$13,975	\$14,412	\$14,864	\$15,332	\$15,815	\$16,314	\$16,829
3.0%	\$560	\$577	\$594	\$612	\$631	\$650	\$669	\$689	\$710	\$731	\$753	\$776	\$800	\$825	\$851	\$877	\$904	\$932	\$960	\$989	\$1,018	\$1,048	\$1,079
3.0%	\$130	\$134	\$138	\$142	\$147	\$151	\$156	\$160	\$165	\$170	\$175	\$180	\$185	\$190	\$195	\$200	\$205	\$210	\$215	\$220	\$225	\$230	\$235
3.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3.0%	\$795	\$819	\$843	\$869	\$895	\$922	\$949	\$978	\$1,007	\$1,037	\$1,068	\$1,100	\$1,132	\$1,165	\$1,198	\$1,232	\$1,266	\$1,300	\$1,334	\$1,369	\$1,404	\$1,439	\$1,475
3.0%	\$3,717	\$3,828	\$3,943	\$4,062	\$4,183	\$4,309	\$4,438	\$4,571	\$4,708	\$4,850	\$4,995	\$5,145	\$5,299	\$5,457	\$5,619	\$5,785	\$5,955	\$6,128	\$6,304	\$6,482	\$6,663	\$6,847	\$7,034
3.0%	\$9,027	\$9,298	\$9,577	\$9,864	\$10,160	\$10,465	\$10,779	\$11,102	\$11,435	\$11,778	\$12,132	\$12,495	\$12,868	\$13,250	\$13,641	\$14,041	\$14,450	\$14,868	\$15,295	\$15,731	\$16,177	\$16,633	\$17,100
3.0%	\$4,018	\$4,138	\$4,262	\$4,390	\$4,522	\$4,658	\$4,797	\$4,941	\$5,089	\$5,242	\$5,399	\$5,561	\$5,727	\$5,897	\$6,071	\$6,249	\$6,431	\$6,617	\$6,807	\$7,001	\$7,200	\$7,403	\$7,610
3.0%	\$11,583	\$11,931	\$12,289	\$12,657	\$13,037	\$13,428	\$13,831	\$14,246	\$14,673	\$15,113	\$15,567	\$16,034	\$16,515	\$17,009	\$17,517	\$18,039	\$18,575	\$19,125	\$19,689	\$20,267	\$20,859	\$21,466	\$22,088
3.0%	\$7,614	\$7,849	\$8,091	\$8,341	\$8,598	\$8,864	\$9,137	\$9,419	\$9,709	\$10,009	\$10,318	\$10,636	\$10,964	\$11,302	\$11,650	\$12,008	\$12,376	\$12,754	\$13,142	\$13,540	\$13,948	\$14,366	\$14,794
3.0%	\$1,820	\$1,875	\$1,931	\$1,989	\$2,049	\$2,110	\$2,173	\$2,239	\$2,306	\$2,375	\$2,446	\$2,520	\$2,596	\$2,674	\$2,754	\$2,836	\$2,920	\$3,006	\$3,094	\$3,184	\$3,276	\$3,370	\$3,466
3.0%	\$356,937	\$367,645	\$378,675	\$390,035	\$401,736	\$413,788	\$426,202	\$438,988	\$452,157	\$465,722	\$479,694	\$494,085	\$508,904	\$524,162	\$539,869	\$556,035	\$572,671	\$589,787	\$607,384	\$625,472	\$644,061	\$663,161	\$682,782
3.0%	\$5,730	\$5,883	\$6,039	\$6,199	\$6,363	\$6,531	\$6,703	\$6,879	\$7,059	\$7,242	\$7,429	\$7,620	\$7,815	\$8,014	\$8,217	\$8,424	\$8,635	\$8,850	\$9,069	\$9,292	\$9,519	\$9,750	\$9,985
3.0%	\$10,738	\$11,060	\$11,392	\$11,734	\$12,086	\$12,448	\$12,822	\$13,206	\$13,600	\$14,011	\$14,431	\$14,864	\$15,311	\$15,770	\$16,241	\$16,724	\$17,219	\$17,726	\$18,245	\$18,776	\$19,319	\$19,884	\$20,461
3.0%	\$3,434	\$3,537	\$3,643	\$3,752	\$3,865	\$3,981	\$4,100	\$4,223	\$4,350	\$4,481	\$4,615	\$4,754	\$4,897	\$5,044	\$5,194	\$5,347	\$5,503	\$5,662	\$5,824	\$5,989	\$6,157	\$6,328	\$6,502
3.0%	\$7,444	\$7,668	\$7,898	\$8,135	\$8,379	\$8,630	\$8,889	\$9,156	\$9,430	\$9,713	\$10,005	\$10,305	\$10,613	\$10,929	\$11,253	\$11,585	\$11,926	\$12,275	\$12,632	\$13,000	\$13,377	\$13,764	\$14,161
3.0%	\$10,719	\$11,041	\$11,372	\$11,713	\$12,064	\$12,426	\$12,799	\$13,183	\$13,579	\$13,986	\$14,405	\$14,838	\$15,285	\$15,747	\$16,224	\$16,717	\$17,225	\$17,749	\$18,288	\$18,842	\$19,411	\$19,995	\$20,595
3.0%	\$841	\$866	\$892	\$919	\$947	\$975	\$1,004	\$1,034	\$1,065	\$1,097	\$1,130	\$1,164	\$1,200	\$1,237	\$1,275	\$1,314	\$1,354	\$1,395	\$1,437	\$1,480	\$1,524	\$1,569	\$1,615
3.0%	\$1,516	\$1,562	\$1,609	\$1,657	\$1,707	\$1,758	\$1,811	\$1,865	\$1,921	\$1,979	\$2,038	\$2,099	\$2,161	\$2,224	\$2,289	\$2,355	\$2,423	\$2,492	\$2,563	\$2,635	\$2,709	\$2,784	\$2,861
3.0%	\$7,765	\$7,998	\$8,238	\$8,485	\$8,739	\$9,002	\$9,272	\$9,550	\$9,836	\$10,131	\$10,435	\$10,748	\$11,069	\$11,398	\$11,736	\$12,083	\$12,439	\$12,804	\$13,178	\$13,561	\$13,953	\$14,354	\$14,764
3.0%	\$8,030	\$8,270	\$8,519	\$8,774	\$9,037	\$9,308	\$9,588	\$9,875	\$10,172	\$10,477	\$10,791	\$11,115	\$11,448	\$11,790	\$12,142	\$12,503	\$12,874	\$13,255	\$13,646	\$14,047	\$14,458	\$14,879	\$15,310
3.0%	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3.0%	\$641	\$660	\$680	\$701	\$722	\$743	\$766	\$789	\$812	\$837	\$862	\$888	\$914	\$941	\$968	\$996	\$1,024	\$1,053	\$1,083	\$1,113	\$1,144	\$1,175	\$1,207
3.0%	\$3,768	\$3,881	\$3,997	\$4,117	\$4,241	\$4,368	\$4,499	\$4,634	\$4,773	\$4,916	\$5,063	\$5,215	\$5,371	\$5,530	\$5,692	\$5,857	\$6,026	\$6,199	\$6,375	\$6,554	\$6,736	\$6,922	\$7,111
3.0%	\$463	\$477	\$492	\$506	\$522	\$537	\$553	\$570	\$587	\$605	\$623	\$642	\$661	\$680	\$700	\$720	\$740	\$761	\$782	\$804	\$826	\$849	\$872
3.0%	\$48,656	\$50,116	\$51,619	\$53,168	\$54,763	\$56,406	\$58,098	\$59,841	\$61,636	\$63,485	\$65,390	\$67,351	\$69,365	\$71,434	\$73,558	\$75,738	\$77,974	\$80,266	\$82,614	\$85,019	\$87,482	\$90,004	\$92,585
3.0%	\$20,289	\$20,915	\$21,560	\$22,226	\$22,911	\$23,618	\$24,347	\$25,098	\$25,872	\$26,670	\$27,493	\$28,341	\$29,214	\$30,113	\$31,038	\$32,000	\$33,000	\$34,038	\$35,115	\$36,231	\$37,387	\$38,584	\$39,822
0.0%	-\$129,037	-\$129,037	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
0.0%	\$129,037	\$129,037	\$129,037	\$129,037	\$129,037	\$129,037	\$129,037	\$129,037	\$129,037	\$129,037	\$129,037	\$129,037	\$129,037	\$129,037	\$129,037	\$129,037	\$129,037	\$129,037	\$129,037	\$129,037	\$129,037	\$129,037	\$129,037
5.0%	\$0	\$8,911	\$0	\$0	\$9,824	\$0	\$0	\$10,831	\$0	\$0	\$11,942	\$0	\$0	\$13,167	\$0	\$0	\$14,507	\$0	\$0	\$15,962	\$0	\$0	\$17,533
N.A.	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5	Table 5
	Total Operating Costs	\$1,170,079	\$1,214,269	\$1,370,737	\$1,408,174	\$1,456,565	\$1,486,470	\$1,527,396	\$1,580,389	\$1,612,989	\$1,657,731	\$1,715,763	\$1,751,301	\$1,800,428	\$1,852,161	\$1,906,611	\$1,963,898	\$2,024,142	\$2,087,473	\$2,153,011	\$2,221,886	\$2,294,238	\$2,370,197
	Net Income (or Loss)	\$43,469	-\$35,289	-\$243,558	\$459,039	\$491,861	\$537,851	\$575,856	\$607,365	\$662,754	\$709,466	\$746,560	\$810,278	\$857,891	\$906,495	\$957,099	\$1,009,813	\$1,064,747	\$1,122,022	\$1,181,767	\$1,244,013	\$1,308,891	\$1,376,443
	Working Capital Goal: 50%	In Dollars, That is:	\$585,040	\$607,134	\$665,368	\$704,087	\$728,283	\$743,235	\$763,698	\$790,194	\$806,495	\$828,865	\$875,650	\$906,495	\$957,099	\$1,009,813	\$1,064,747	\$1,122,022	\$1,181,767	\$1,244,013	\$1,308,891	\$1,376,443	\$1,446,715

Notes: The Town will extend service to approximately 2 new customers per year. Therefore, the yellow highlighted cost items above will rise due to inflation and due to the additional cost of serving new customers.

Table 5 - Capital Improvement Program (CIP)

Richlands, VA, 2020 Sewer Rates Model 1, CIP Revised in FY 2024

This table depicts capital improvements and their funding. Costs reflect inflation.

Analysis Year	Years Following the Analysis Year (for Which Improvement Projects, Costs, Funding, etc. Have Been Projected)											
	Test Year Starting	0 Year Starting	1st Year Starting	2nd Year Starting	3rd Year Starting	4th Year Starting	5th Year Starting	6th Year Starting	7th Year Starting	8th Year Starting	9th Year Starting	10th Year Starting
	7/1/18	7/1/19	7/1/20	7/1/21	7/1/22	7/1/23	7/1/24	7/1/25	7/1/26	7/1/27	7/1/28	7/1/29
Planned Spending, Debt-paid Portion of Projects (CIP costs to be funded with loans are shown in this section.)												
Plant Upgrade Project, Revised Costs and Funding Package, 75% Loan, 25% Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$11,962,340	\$0	\$0	\$0	\$0	\$0
Total Debt-paid Portion of Projects	\$0	\$0	\$0	\$0	\$0	\$0	\$11,962,340	\$0	\$0	\$0	\$0	\$0
Planned Spending, Grant-paid Portion of Projects (CIP costs to be grant-funded are shown here.)												
Plant Upgrade Project, Principal Forgiveness by VRLF Program	\$0	\$0	\$0	\$0	\$0	\$0	\$4,003,503	\$0	\$0	\$0	\$0	\$0
Total Grant-paid Portion of Projects	\$0	\$0	\$0	\$0	\$0	\$0	\$4,003,503	\$0	\$0	\$0	\$0	\$0
Planned Spending, Cash-paid Portion of Projects (CIP costs to be funded from reserves are shown here.)												
Plant Upgrade Project, Revised Costs and Funding Package, 75% Loan, 25% Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Cash-paid Portion of Projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total CIP Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$15,965,843	\$0	\$0	\$0	\$0	\$0
Debt Repayment												
Existing Debt Payments (Following is debt that was initiated during the test year or earlier.)												
Project C-515436-02 (Birmingham Sewer Extension)	\$44,844	\$44,844	\$44,844	\$44,844	\$44,844	\$44,844	\$44,844	\$44,844	\$44,844	\$44,844	\$44,844	\$44,844
W.SL-20-03	\$66,760	\$66,760	\$66,760	\$66,760	\$66,760	\$66,760	\$66,760	\$66,760	\$66,760	\$66,760	\$66,760	\$66,760
W.SL-20-03	\$14,601	\$14,601	\$14,601	\$14,601	\$14,601	\$14,601	\$14,601	\$14,601	\$14,601	\$14,601	\$14,601	\$14,601
New Debt Payments (Following are payments for projects to be paid with new debt. It is assumed these will be loan/lease-financed for a term of: 25 years at a 0.50% interest rate.)												
Loan Originated in 5th Year (Payment Estimated by SRF Program)	\$126,205	\$126,205	\$126,205	\$126,205	\$126,205	\$126,205	\$126,205	\$126,205	\$126,205	\$126,205	\$126,205	\$126,205
Total Debt Payments	\$126,205	\$126,205	\$126,205	\$126,205	\$126,205	\$126,205	\$16,092,048	\$636,421	\$636,421	\$636,421	\$636,421	\$636,421
Total CIP-related Payouts	\$126,205	\$126,205	\$126,205	\$126,205	\$126,205	\$126,205	\$16,092,048	\$636,421	\$636,421	\$636,421	\$636,421	\$636,421
(This is the total cash required for this CIP and debt payment schedule. These amounts must come from utility income, reserves or outside sources, as shown in the next section.)												

Table 5 - Capital Improvement Program (CIP)

This table depicts capital improvements and their funding. Costs reflect inflation.

Years Following the Analysis Year (for Which Improvement Projects, Costs, Funding, etc. Have Been Projected)

CIP Fund Sources (Following are the sources and amounts of funds expected to pay for the above CIP schedule.)	Analysis Year		Years Following the Analysis Year (for Which Improvement Projects, Costs, Funding, etc. Have Been Projected)									
	Test Year Starting 7/1/18	0 Year Starting 7/1/19	1st Year Starting 7/1/20	2nd Year Starting 7/1/21	3rd Year Starting 7/1/22	4th Year Starting 7/1/23	5th Year Starting 7/1/24	6th Year Starting 7/1/25	7th Year Starting 7/1/26	8th Year Starting 7/1/27	9th Year Starting 7/1/28	10th Year Starting 7/1/29
Debt and CIP Reserves Starting Balance	\$0	-\$126,205	-\$254,934	-\$386,237	-\$520,167	-\$656,775	-\$653,322	-\$237,201	-\$164,840	-\$25,449	\$157,873	\$374,400
Working Capital Transferred in	\$0	\$0	\$0	\$0	\$0	\$142,793	\$555,393	\$680,869	\$646,453	\$687,095	\$717,644	\$792,509
Debt and CIP Reserves Interest Earned (or Paid)	\$0	-\$2,524	-\$5,099	-\$7,725	-\$10,403	-\$13,136	-\$13,066	-\$4,744	-\$3,297	-\$509	\$3,147	\$7,498
Annualized Share of Debt, Cedar Bluff (6%)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$30,613	\$30,613	\$30,613	\$30,613	\$30,613
Annualized Share of Debt, TOPSA (20%)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$102,043	\$102,043	\$102,043	\$102,043	\$102,043
Internal Income Source (Name: it)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Internal Income Source (Name: it)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Internal Income Source (Name: it)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Available Internal Funds	\$0	-\$128,729	-\$260,032	-\$393,962	-\$530,570	-\$527,117	-\$110,996	\$471,580	\$610,972	\$793,794	\$1,010,821	\$1,307,052
Grant and Loan Proceeds (External Funds)												
DEQ Grant	\$0	\$0	\$0	\$0	\$0	\$0	\$4,003,503	\$0	\$0	\$0	\$0	\$0
Loan Originated in 5th Year (Payment Estimated by SRF Program)							\$11,962,340	\$0	\$0	\$0	\$0	\$0
Total Available External Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$15,965,843	\$471,580	\$610,972	\$793,794	\$1,010,821	\$1,307,052
Total Available Funds	\$0	-\$128,729	-\$260,032	-\$393,962	-\$530,570	-\$527,117	\$15,854,847	\$471,580	\$610,972	\$793,794	\$1,010,821	\$1,307,052
(This CIP spending and funding plan will result in the following cash needs and ending balances each year.)												
Total Available Funds	\$0	-\$128,729	-\$260,032	-\$393,962	-\$530,570	-\$527,117	\$15,854,847	\$471,580	\$610,972	\$793,794	\$1,010,821	\$1,307,052
Total CIP-related Payouts	\$126,205	\$126,205	\$126,205	\$126,205	\$126,205	\$126,205	\$16,092,048	\$636,421	\$636,421	\$636,421	\$636,421	\$636,421
Debt and CIP Reserves Ending Balances	-\$126,205	-\$254,934	-\$386,237	-\$520,167	-\$656,775	-\$653,322	-\$237,201	-\$164,840	-\$25,449	\$157,873	\$374,400	\$670,632

Notes: In 2020, when the original rate analysis was done, it was known that Richlands needed major system improvements. The design engineer gave an estimate of those costs at that time, with many unknowns yet to be determined. Over the past three years, much has changed. The cost estimates are much firmer, and unfortunately higher, and DEQ has since offered revised grant and loan amounts. Those grants and loans for the revised costs are included in this table highlighted in gold.

Table 10 - Initial Rate Adjustments and Resulting Revenues Richlands, VA, 2020 Sewer Rates Model 1, CIP Revised in FY 2024

This table calculates a new set of user charge rates and the revenues they would generate.

Premium for Out-of-Town Service 133% Conservation Rate Block Multiplier 100% Other Multiplier 100%

6/30/20 Date when fees will first be collected at adjusted rates. Actual adjustment should occur one billing cycle earlier.

If there are no special costs to consider and before capacity costs are added, if appropriate, rates for a 5/8" meter would be in a "cost-to-serve" structure when: there is no usage allowance, the base minimum charge is \$18.34 Monthly, and the unit charge is set at \$6.13 per 1,000 Gallons.

After rate adjustments are made, customers will be billed monthly.

Following are Blended Sales Revenues: Sales at the current (Test Year) rates (gray highlighted column) will apply until rates are adjusted. Sales at the modeled rates (yellow highlighted column) would apply after the modeled rates are adopted. Adding both together, the "blended" sales revenues show in the right-most column.

Customer Class, Rate Class or Meter Size	Volume Range Bottom (in Gallons)	Volume Range Top (in Gallons)	Sales This Year at Current Rates	Basic Minimum Charge	New Usage Allowance in 1,000s	New Unit Charge per 1,000 Gallons	Sales This Year at Modeled Rates	Total "Blended" Sales This Year
In Town Residential	0	999	\$59,485	\$18.34	0.000	\$6.13	\$580	\$60,065
	1,000	1,999	\$90,201	\$18.34	0.000	\$6.13	\$599	\$90,800
	2,000	2,999	\$143,886	\$18.34	0.000	\$6.13	\$487	\$144,373
	3,000	3,999	\$106,248	\$18.34	0.000	\$6.13	\$347	\$103,595
	4,000	4,999	\$64,010	\$18.34	0.000	\$6.13	\$215	\$64,224
	5,000	5,999	\$38,544	\$18.34	0.000	\$6.13	\$129	\$38,674
	6,000	6,999	\$22,718	\$18.34	0.000	\$6.13	\$77	\$22,794
	7,000	9,999	\$29,256	\$18.34	0.000	\$6.13	\$100	\$29,355
	10,000	14,999	\$13,986	\$18.34	0.000	\$6.13	\$49	\$14,035
	15,000	19,999	\$5,035	\$18.34	0.000	\$6.13	\$18	\$5,053
	20,000	24,999	\$2,365	\$18.34	0.000	\$6.13	\$8	\$2,373
	25,000	29,999	\$1,577	\$18.34	0.000	\$6.13	\$6	\$1,583
	30,000	49,999	\$8,260	\$18.34	0.000	\$6.13	\$12	\$3,272
	50,000	74,999	\$1,249	\$18.34	0.000	\$6.13	\$5	\$1,254
	75,000	99,999	\$675	\$18.34	0.000	\$6.13	\$2	\$678
	100,000	124,999	\$320	\$18.34	0.000	\$6.13	\$1	\$322
	125,000	149,999	\$189	\$18.34	0.000	\$6.13	\$1	\$190
150,000	199,999	\$224	\$18.34	0.000	\$6.13	\$1	\$225	
200,000	399,999	\$87	\$18.34	0.000	\$6.13	\$0	\$37	

Table 10 - Initial Rate Adjustments and Resulting Revenues

Customer Class, Rate Class or Meter Size	Volume Range Bottom (in Gallons)	Volume Range Top (in Gallons)	Sales This Year at Current Rates	Basic Minimum Charge	New Usage Allowance in 1,000s	New Unit Charge per 1,000 Gallons	Sales This Year at Modeled Rates	Total "Blended" Sales This Year
In Town Commercial	0	999	\$16,977	\$18.34	0.000	\$6.13	\$87	\$17,065
	1,000	1,999	\$7,627	\$18.34	0.000	\$6.13	\$46	\$7,673
	2,000	2,999	\$8,486	\$18.34	0.000	\$6.13	\$29	\$8,516
	3,000	3,999	\$5,006	\$18.34	0.000	\$6.13	\$18	\$5,024
	4,000	4,999	\$4,258	\$18.34	0.000	\$6.13	\$15	\$4,273
	5,000	5,999	\$3,875	\$18.34	0.000	\$6.13	\$14	\$3,889
	6,000	6,999	\$3,424	\$18.34	0.000	\$6.13	\$12	\$3,436
	7,000	9,999	\$9,423	\$18.34	0.000	\$6.13	\$34	\$9,457
	10,000	14,999	\$12,501	\$18.34	0.000	\$6.13	\$45	\$12,547
	15,000	19,999	\$8,690	\$18.34	0.000	\$6.13	\$32	\$8,722
	20,000	24,999	\$6,737	\$18.34	0.000	\$6.13	\$24	\$6,761
	25,000	29,999	\$4,770	\$18.34	0.000	\$6.13	\$17	\$4,788
	30,000	49,999	\$13,056	\$18.34	0.000	\$6.13	\$48	\$13,104
	50,000	74,999	\$9,328	\$18.34	0.000	\$6.13	\$34	\$9,363
	75,000	99,999	\$5,187	\$18.34	0.000	\$6.13	\$19	\$5,207
	100,000	124,999	\$4,340	\$18.34	0.000	\$6.13	\$16	\$4,356
	125,000	149,999	\$3,572	\$18.34	0.000	\$6.13	\$13	\$3,586
	150,000	199,999	\$6,249	\$18.34	0.000	\$6.13	\$23	\$6,272
	200,000	399,999	\$15,649	\$18.34	0.000	\$6.13	\$58	\$15,707
	400,000	499,999	\$4,670	\$18.34	0.000	\$6.13	\$17	\$4,688
500,000	999,999	\$12,522	\$18.34	0.000	\$6.13	\$47	\$12,569	
Meter by PSA	0	999	\$191	\$18.34	0.000	\$6.13	\$1	\$192
	1,000	1,999	\$176	\$18.34	0.000	\$6.13	\$1	\$176
No Meter	0	999	\$162	\$18.34	0.000	\$6.13	\$1	\$162
	1,000	1,999	\$190	\$18.34	0.000	\$6.13	\$1	\$191
	2,000	2,999	\$280	\$18.34	0.000	\$6.13	\$1	\$281
	3,000	3,999	\$207	\$18.34	0.000	\$6.13	\$1	\$207
	4,000	4,999	\$151	\$18.34	0.000	\$6.13	\$1	\$151
	5,000	5,999	\$98	\$18.34	0.000	\$6.13	\$0	\$98
	6,000	6,999	\$45	\$18.34	0.000	\$6.13	\$0	\$45
	7,000	9,999	\$144	\$18.34	0.000	\$6.13	\$1	\$144
	10,000	14,999	\$202	\$18.34	0.000	\$6.13	\$1	\$202
	15,000	19,999	\$21	\$18.34	0.000	\$6.13	\$0	\$21

Table 10 - Initial Rate Adjustments and Resulting Revenues

Customer Class, Rate Class or Meter Size	Volume Range Bottom (in Gallons)	Volume Range Top (in Gallons)	Sales This Year at Current Rates	Basic Minimum Charge	New Usage Allowance in 1,000s	New Unit Charge per 1,000 Gallons	Sales This Year at Modeled Rates	Total "Blended" Sales This Year
Richlands Town Departments	0	999	\$878	\$18.34	0.000	\$6.13	\$5	\$882
	1,000	1,999	\$191	\$18.34	0.000	\$6.13	\$2	\$194
	2,000	2,999	\$804	\$18.34	0.000	\$6.13	\$3	\$806
	3,000	3,999	\$640	\$18.34	0.000	\$6.13	\$2	\$642
	4,000	4,999	\$302	\$18.34	0.000	\$6.13	\$1	\$303
	5,000	5,999	\$224	\$18.34	0.000	\$6.13	\$1	\$225
	6,000	6,999	\$231	\$18.34	0.000	\$6.13	\$1	\$232
	7,000	9,999	\$487	\$18.34	0.000	\$6.13	\$2	\$438
	10,000	14,999	\$625	\$18.34	0.000	\$6.13	\$2	\$627
	15,000	19,999	\$580	\$18.34	0.000	\$6.13	\$2	\$532
	20,000	24,999	\$468	\$18.34	0.000	\$6.13	\$2	\$469
	25,000	29,999	\$449	\$18.34	0.000	\$6.13	\$2	\$450
	30,000	49,999	\$1,773	\$18.34	0.000	\$6.13	\$7	\$1,780
	50,000	74,999	\$1,892	\$18.34	0.000	\$6.13	\$7	\$1,899
	75,000	99,999	\$1,074	\$18.34	0.000	\$6.13	\$4	\$1,078
	100,000	124,999	\$665	\$18.34	0.000	\$6.13	\$2	\$667
	125,000	149,999	\$561	\$18.34	0.000	\$6.13	\$2	\$563
	150,000	199,999	\$1,068	\$18.34	0.000	\$6.13	\$4	\$1,072
	200,000	399,999	\$3,590	\$18.34	0.000	\$6.13	\$13	\$3,604
	400,000	499,999	\$1,795	\$18.34	0.000	\$6.13	\$7	\$1,802
500,000	999,999	\$8,898	\$18.34	0.000	\$6.13	\$33	\$8,931	
1,000,000	1,999,999	\$1,434	\$18.34	0.000	\$6.13	\$5	\$1,440	
County Residential	0	999	\$2,535	\$24.46	0.000	\$8.17	\$19	\$2,554
	1,000	1,999	\$2,351	\$24.46	0.000	\$8.17	\$16	\$2,367
	2,000	2,999	\$4,252	\$24.46	0.000	\$8.17	\$15	\$4,267
	3,000	3,999	\$2,606	\$24.46	0.000	\$8.17	\$9	\$2,615
	4,000	4,999	\$1,481	\$24.46	0.000	\$8.17	\$5	\$1,486
	5,000	5,999	\$450	\$24.46	0.000	\$8.17	\$2	\$452
	6,000	6,999	\$235	\$24.46	0.000	\$8.17	\$1	\$236
	7,000	9,999	\$478	\$24.46	0.000	\$8.17	\$2	\$480
	10,000	14,999	\$212	\$24.46	0.000	\$8.17	\$1	\$213
	15,000	19,999	\$39	\$24.46	0.000	\$8.17	\$0	\$40

Table 10 - Initial Rate Adjustments and Resulting Revenues

Customer Class, Rate Class or Meter Size	Volume Range Bottom (in Gallons)	Volume Range Top (in Gallons)	Sales This Year at Current Rates	Basic Minimum Charge	New Usage Allowance in 1,000s	New Unit Charge per 1,000 Gallons	Sales This Year at Modeled Rates	Total "Blended" Sales This Year
County Commercial	0	999	\$491	\$24.46	0.000	\$8.17	\$4	\$495
	1,000	1,999	\$368	\$24.46	0.000	\$8.17	\$3	\$371
	2,000	2,999	\$709	\$24.46	0.000	\$8.17	\$3	\$712
	3,000	3,999	\$483	\$24.46	0.000	\$8.17	\$2	\$485
	4,000	4,999	\$468	\$24.46	0.000	\$8.17	\$2	\$470
	5,000	5,999	\$374	\$24.46	0.000	\$8.17	\$1	\$376
	6,000	6,999	\$353	\$24.46	0.000	\$8.17	\$1	\$355
	7,000	9,999	\$818	\$24.46	0.000	\$8.17	\$3	\$821
	10,000	14,999	\$1,130	\$24.46	0.000	\$8.17	\$4	\$1,134
	15,000	19,999	\$1,128	\$24.46	0.000	\$8.17	\$4	\$1,133
	20,000	24,999	\$1,152	\$24.46	0.000	\$8.17	\$4	\$1,156
	25,000	29,999	\$653	\$24.46	0.000	\$8.17	\$2	\$655
	30,000	49,999	\$561	\$24.46	0.000	\$8.17	\$3	\$564
	50,000	74,999	\$145	\$24.46	0.000	\$8.17	\$1	\$146
75,000	99,999	\$46	\$24.46	0.000	\$8.17	\$0	\$46	
Total Rate Revenue at Current Rates			\$800,530	Total Rate Revenue at Modeled Rates			\$3,509	
Prorated capacity surcharges from Table 16 (minimum charges above do not include them)								\$157
Total Blended Rate Revenues for the Year								\$804,196

Note: New Minimum Charge Base Rates: If meter size-based minimum charges are to be used, and the user classes modeled above include meter or connection sizes, the amounts shown in this column include meter size surcharges as calculated in Table 16. Either way, the narrative report includes the rates and surcharges to assess.

12.0 months at the old user charge rates and 0.0 months at the new user charge rates.

Table 17 - Financial Capacity Indicators and Reserves
Richlands, VA, 2020 Sewer Rates Model 1, CIP Revised in FY 2024

This table depicts the affordability of future rates, the financial health of the system and the ending balances in various (assumed) accounts for the last year and the next 10 years.

Capacity Indicators		Test Year Starting	0 Year Starting	1st Year Starting	2nd Year Starting	3rd Year Starting	4th Year Starting	5th Year Starting	6th Year Starting	7th Year Starting	8th Year Starting	9th Year Starting	10th Year Starting
		7/1/18	7/1/19	7/1/20	7/1/21	7/1/22	7/1/23	7/1/24	7/1/25	7/1/26	7/1/27	7/1/28	7/1/29
Monthly Bill for a 5,000 gal per Month, Small Meter Residential Customer		\$29.50	\$85.89	\$65.89	\$89.32	\$92.90	\$96.61	\$100.48	\$104.50	\$108.68	\$113.02	\$117.55	\$122.25
AMHI Within Service Area		\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149
Affordability Index: Current Rates First Column, Modeled Rates After That		1.17%	3.42%	3.42%	3.56%	3.70%	3.85%	4.00%	4.16%	4.33%	4.50%	4.68%	4.87%
Affordability Index (AI) goes to the willingness and ability of customers to pay. AI is the cost of 60,000 gallons of residential service per year (5,000 gallons per month) divided by the Annual Median Household Income (AMHI) in the service area (gleaned from Census data or a survey). Rates near 1.0% are common in the U.S. and are generally considered affordable. Most grant agencies will not consider awarding grants if this indicator is less than 1.5 to 2.0%.													
Monthly Bill for a 3,528 gal per Month Residential Customer		\$16.00	\$61.05	\$61.05	\$63.49	\$66.03	\$68.67	\$71.42	\$74.27	\$77.24	\$80.33	\$83.55	\$86.89
AMHI Within Service Area		\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149	\$30,149
Affordability Index: Current Rates First Column, Modeled Rates After That		0.64%	2.43%	2.43%	2.53%	2.63%	2.73%	2.84%	2.96%	3.07%	3.20%	3.33%	3.48%
Affordability Index for Combined Water and Sewer Bill: Current Rates First Column, Modeled Rates After That		1.55%	3.29%	3.26%	3.33%	3.40%	3.52%	3.63%	3.76%	3.88%	4.01%	4.15%	4.29%
This additional indicator of affordability assumes a residential customer using the VDH benchmark volume each month. The index shown in bright yellow highlight is for combined water and sewer bills for the same volume of use. The VDH SRF loan is likely to go into repayment in the third year (2022), and rate adjustments are modeled to "ramp up" through that year, so that year's AI is the index to focus on.													
Affordability Index, VDH Methodology													
Estimated Operating Ratio: Current Rates First Column, Modeled Rates After That		1.04	0.97	0.82	1.33	1.34	1.36	1.38	1.38	1.41	1.43	1.44	1.46
Operating ratio (OR) is a measure of the utility's ability to pay its operating expenses using only current incomes. A 1.0 OR is break even. Below 1.0 indicates operating in the "red." Generally, the OR should be at least 1.15 for large systems, 1.30 or more for medium-sized systems and perhaps as high as 2.0 for small systems. Note: This utility will soon have reserves (shown below). This will give the utility more ability to pay its operating costs than the OR would imply.													
Estimated Coverage Ratio: Current Rates First Column, Modeled Rates After That		0.00	0.00	0.00	0.00	0.00	1.13	4.40	0.91	1.02	1.08	1.13	1.25
Coverage Ratio (CR) goes to the ability of the utility to pay its debt payments out of current incomes. OR applies only to years with debt service. 1.0 is break even. Generally, the CR should be at least 1.25. Note: This utility will soon have reserves (shown below). This will give the utility more ability to pay debt than the CR would imply.													
Reserves													
Cash and Cash Equivalents		-\$367,345	-\$323,876	-\$359,164	-\$602,722	-\$143,683	\$348,177	\$743,235	\$763,698	\$790,194	\$806,495	\$828,865	\$857,881
Other Liquid Assets		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Undedicated Cash Assets		-\$367,345	-\$323,876	-\$359,164	-\$602,722	-\$143,683	\$348,177	\$743,235	\$763,698	\$790,194	\$806,495	\$828,865	\$857,881
Total Cash Assets Discounted for Inflation (Future Unrestricted Purchasing Power)		-\$367,345	-\$323,876	-\$359,164	-\$602,722	-\$143,683	\$348,177	\$743,235	\$763,698	\$790,194	\$806,495	\$828,865	\$857,881
Repair & Replacement		\$0	-\$117,000	-\$107,303	-\$97,412	-\$87,323	-\$77,033	-\$66,536	-\$55,830	-\$44,909	-\$33,771	-\$22,409	-\$10,820
Debt and CIP Reserves		\$0	-\$126,205	-\$254,934	-\$386,237	-\$520,167	-\$665,775	-\$853,322	-\$1,037,201	-\$1,225,449	-\$1,419,373	-\$1,621,400	-\$1,832,632
Sum of All Reserves		-\$367,345	-\$567,080	-\$721,401	-\$1,086,371	-\$751,173	-\$385,630	\$23,377	\$470,668	\$680,444	\$747,215	\$963,829	\$1,221,461
													\$1,547,282

**Table 18 - Bills Before and After Rate Adjustments
Richlands, VA, 2020 Sewer Rates Model 1, CIP Revised in FY 2024**

This table shows how bills needed going into Fiscal Year 2024, now that system improvement costs have been better determined, compare to what bills were four-plus years ago at the end of Fiscal Year 2019, when those costs were still largely unknown.

Rate Classes With 5/8 Inch Meter	Gallons of Use	Customers at or Above This Volume But Below the Next	Customers Using This Volume or Less	Customers Using This Volume or More	Bill as of 6/30/2019	Modeled Bill for FY 2024	Modeled Bill Increase or Decrease (-)
In-Town	0	311	311	2,111	\$16.00	\$23.25	\$7.25
	1,000	471	782	1,800	\$16.00	\$30.42	\$14.42
	2,000	442	1,224	1,329	\$16.00	\$40.27	\$24.27
	3,000	341	1,565	887	\$20.50	\$51.90	\$31.40
	3,528				\$22.88	\$61.05	\$38.17
	4,000	213	1,778	546	\$25.00	\$72.47	\$47.47
	5,000	127	1,906	332	\$29.50	\$85.89	\$56.39
	6,000	73	1,978	205	\$34.00	\$93.06	\$59.06
	7,000	83	2,061	132	\$38.50	\$102.91	\$64.41
	10,000	32	2,093	49	\$52.00	\$137.82	\$85.82
	15,000	9	2,102	18	\$74.50	\$173.67	\$99.17
	20,000	3	2,105	9	\$97.00	\$220.24	\$123.24
	25,000	1	2,106	6	\$119.50	\$290.03	\$170.53
	30,000	3	2,109	4	\$142.00	\$325.89	\$183.89
	50,000	1	2,110	1	\$232.00	\$496.10	\$264.10
	75,000	0	2,110	1	\$344.50	\$678.31	\$333.81
	Out-of-Town	0	89	89	222	\$20.50	\$36.26
1,000		40	129	133	\$20.50	\$47.45	\$26.95
2,000		22	150	93	\$20.50	\$62.81	\$42.31
3,000		7	157	72	\$26.50	\$80.96	\$54.46
4,000		5	162	64	\$32.50	\$100.50	\$68.00
5,000		4	166	60	\$38.50	\$124.22	\$85.72
6,000		3	169	55	\$44.50	\$145.16	\$100.66
7,000		8	177	53	\$50.50	\$156.34	\$105.84
10,000		13	190	44	\$68.50	\$194.08	\$125.58
15,000		8	198	31	\$98.50	\$270.90	\$172.40
20,000		7	204	24	\$128.50	\$326.83	\$198.33
25,000		3	207	17	\$158.50	\$399.47	\$240.97
30,000		6	213	15	\$188.50	\$508.32	\$319.82
50,000		5	217	9	\$308.50	\$732.04	\$423.54
75,000		1	218	4	\$458.50	\$1,053.46	\$594.96

**Table 18B - Combined Water and Sewer Bills Before and After Rate Adjustments
Richlands, VA**

This table combines water and sewer bills for the same volumes of use. This is a better indicator of the effect of bill adjustments on most customers. But note, most residential customers use less sewer service some months (summer) than the water they use, so their actual combined bills will likely be less than what this table shows.

Rate Classes With 5/8 Inch Meter	Gallons of Use	<u>Average</u> Customers at or Above This Volume But Below the Next	<u>Average</u> Customers Using This Volume or Less	<u>Average</u> Customers Using This Volume or More	Combined Bill as of 6/30/2019	Modeled Combined Bill for FY 2024	Modeled Co, bomed Bill Increase or Decrease (-)
In-Town	0	321	321	2,143	\$32.00	\$33.43	\$1.43
	1,000	476	797	1,822	\$32.00	\$43.76	\$11.76
	2,000	447	1,244	1,346	\$32.00	\$59.60	\$27.60
	3,000	346	1,590	899	\$41.00	\$79.13	\$38.13
	3,528				\$45.75	\$95.62	\$49.87
	4,000	216	1,807	552	\$50.00	\$117.06	\$67.06
	5,000	128	1,935	336	\$59.00	\$140.26	\$81.26
	6,000	73	2,008	208	\$68.00	\$150.59	\$82.59
	7,000	84	2,092	135	\$77.00	\$166.43	\$89.43
	10,000	32	2,125	51	\$104.00	\$225.01	\$121.01
	15,000	9	2,134	18	\$149.00	\$276.63	\$127.63
	20,000	3	2,137	9	\$194.00	\$350.34	\$156.34
	25,000	1	2,139	6	\$239.00	\$471.89	\$232.89
	30,000	3	2,142	4	\$284.00	\$523.51	\$239.51
	50,000	1	2,142	1	\$464.00	\$785.20	\$321.20
	75,000	0	2,143	1	\$689.00	\$1,068.42	\$379.42
	Out-of-Town	0	91	91	226	\$41.00	\$50.40
1,000		40	131	135	\$41.00	\$65.96	\$24.96
2,000		22	153	95	\$41.00	\$89.64	\$48.64
3,000		7	160	73	\$53.00	\$118.73	\$65.73
4,000		5	165	66	\$65.00	\$150.54	\$85.54
5,000		4	169	61	\$77.00	\$190.46	\$113.46
6,000		3	172	57	\$89.00	\$224.97	\$135.97
7,000		8	180	54	\$101.00	\$240.53	\$139.53
10,000		13	193	46	\$137.00	\$295.34	\$158.34
15,000		8	201	32	\$197.00	\$413.75	\$216.75
20,000		7	208	25	\$257.00	\$491.55	\$234.55
25,000		3	210	18	\$317.00	\$601.84	\$284.84
30,000		6	216	16	\$377.00	\$782.51	\$405.51
50,000		5	221	10	\$617.00	\$1,093.72	\$476.72
75,000		1	222	5	\$917.00	\$1,563.95	\$646.95

Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	VRSA Grant Received		
Staff Contact(s):	Ronnie Campbell		
Agenda Date:	September 12, 2023	Item Number:	VI. d. 1.
Attachment(s):			
Reviewed By:	Clarence Monday and Susan Whitt		

SUMMARY:

Finance Staff applied for a VRSA Grant to purchase 6 Automated External Defibrillators (AED) on August 3, 2023. The Grant was approved on August 23, 2023.

FINANCIAL IMPACT AND FUNDING SOURCE:

The quote and Grant are \$10,207 and \$4,000, respectively. This will be allocated to the various departments. The expenditure appropriation and revenue recognition are expected by November.

RECOMMENDATION:

There is not any action needed at this time.



Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	Audit Update		
Staff Contact(s):	Ronnie Campbell		
Agenda Date:	September 12, 2023	Item Number:	VI. d. 2.
Attachment(s):			
Reviewed By:	Clarence Monday and Susan Whitt		

SUMMARY:

The FY 2022 audit draft has been provided to Staff for review. The review should be completed and Bostic, Tucker and Company, P.C. will issue the statements in October. The FY 2023 audit draft should be received by February 2024. The FY 2024 audited statements will be completed by the 180 day deadline (December 31, 2024).

FINANCIAL IMPACT AND FUNDING SOURCE:

There were not any adjustments other than the standard year end entries for FY 2022.

RECOMMENDATION:

The results for FY 2022 will be shared with the Town Council when finalized. Key areas will be discussed then, considering the timing of results.

Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	Water Plant Pump Bid Solicitation		
Staff Contact(s):	Ronnie Campbell		
Agenda Date:	September 12, 2023	Item Number:	VI. d. 3.
Attachment(s):			
Reviewed By:	Clarence Monday and Susan Whitt		

SUMMARY:

The water treatment plant has two high service pumps; one in service and one that needs to be replaced and serve as a backup. The pump in service is very old which creates a risk of failure. The plant cannot operate without this pump and would be subject to fines and penalties. The lead time to repair and/or replace either of these pumps is uncertain. We have solicited invitations to bid without success. See brief discussion on page 8 of the Town Council Meeting minutes dated October 11, 2022.

FINANCIAL IMPACT AND FUNDING SOURCE:

Replacement of this pump is included in the plant upgrades at a cost of \$106,534. At this time we do not have any other estimates to assess the current need. ARPA funds were designated for this.

RECOMMENDATION:

Given the critical nature of the high service pump, Staff would like to solicit invitations for bids again and requests Town Council approval. Staff will come before Town Council for a final decision once an estimate is received.

Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	Monthly Financial Reports		
Staff Contact(s):	Ronnie Campbell		
Agenda Date:	September 12, 2023	Item Number:	VI. d. 4.
Attachment(s):	1.	Income Statement Summary	
	2.	Income Statement Detail	
	3.	Reserve Analysis	
Reviewed By:	Clarence Monday and Susan Whitt		

SUMMARY:

In an effort to provide the Town Council with additional tools for reviewing monthly results, the Finance Staff will begin to include enhanced reporting for these meetings. The reports include a summary and detailed income statements and actual and projected cash balances. The detailed income statements include line item expenditures and revenues compared to budget for current and year to date. The projected reserves are based on the financial policies adopted in October 2019.

FINANCIAL IMPACT AND FUNDING SOURCE:

This data and monthly review will assist in timely monitoring of budget versus actual expenditures and revenues and required reserves. The monthly net income provides an excellent picture of future cash settlement through receipts and payments.

As capital improvements for reliability and community development and potential borrowings are considered, the Town's financial position will play a large role in sources of funding and applicable interest rates.

RECOMMENDATION:

Given the importance of balancing rate stability and maintaining reliable services, Staff recommends The Town Council work closely with Finance on the review of monthly financial results and request changes as needed to improve this process.

Town of Richlands
Income Statement Summary: 2023 - 2024
For the Period Ending 7/31/2023

<u>Fund</u>	<u>Net Income (Loss)</u>
General	(\$60,008)
Water	11,695
Sewer	40,342
Water/Sewer Line Maintenance	(27,700)
Electric	(21,882)
Total All Funds	<u><u>(\$57,553)</u></u>



Town of Richlands
Income Statement: 2023 - 2024
For the Period Ending 7/31/2023

General Fund Revenues	Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD
	Department 3700	REVENUE	\$535,000.00	\$0.00	\$0.00
	10-3700-410000	REAL ESTATE TAXES	\$20,000.00	\$4,738.31	\$4,738.31
	10-3700-410050	R E TAX BUDGET	\$1,000.00	\$290.17	\$290.17
	10-3700-410100	R.E. TAXES PRO RATA	\$20,000.00	\$2,481.18	\$2,481.18
	10-3700-410200	DELINQUENT TAXES	\$2,000.00	\$109.31	\$109.31
	10-3700-410300	PENALTIES ON TAXES	\$5,000.00	\$131.56	\$131.56
	10-3700-410350	INTEREST ON TAXES	\$46,000.00	\$158.00	\$158.00
	10-3700-410400	PUBLIC SERVICE TAXES	\$0.00	\$373.87	\$373.87
	10-3700-410500	R E TAX OVERPAYMENTS			
	Total Dept.3700		\$629,000.00	\$8,282.40	\$8,282.40



Town of Richlands
Income Statement: 2023 - 2024
For the Period Ending 7/31/2023

General Fund	Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD
Revenues	Department 3701	REVENUE			
	10-3701-411000	BANK STOCK TAXES	\$173,000.00	\$0.00	\$0.00
	10-3701-411100	RESTAURANT FOOD TAX	\$906,500.00	\$87,781.19	\$87,781.19
	10-3701-411200	BUSINESS LICENSES	\$500,000.00	\$373.81	\$373.81
	10-3701-411300	MOTOR VEHICLE LICENSES	\$30,000.00	\$539.64	\$539.64
	10-3701-411400	MOBILE HOME LICENSE	\$8,000.00	\$219.98	\$219.98
	10-3701-411450	PERSONAL PROPERTY TAX	\$155,000.00	\$44.48	\$44.48
	10-3701-411500	CIGARETTE TAX	\$200,000.00	\$30,000.00	\$30,000.00
	10-3701-411550	DELINQUENT PER PROPERTY TAXES	\$1,000.00	\$849.03	\$849.03
	10-3701-411650	PENALTIES ON PER PROPERTY TAXES	\$0.00	\$48.43	\$48.43
	10-3701-411750	INTEREST ON PERSONAL PROPERTY TAXES	\$0.00	\$36.18	\$36.18
	10-3701-412000	ZONING PERMITS	\$1,000.00	\$140.00	\$140.00
	10-3701-413000	COURT FINES & FOREFEITURE	\$30,000.00	\$4,571.73	\$4,571.73
	10-3701-413050	E-CITATION COLLECTIONS	\$500.00	\$305.68	\$305.68
	10-3701-413100	PARKING VIOLATIONS	\$600.00	\$0.00	\$0.00
	10-3701-413300	INTEREST INCOME	\$5,000.00	\$1,354.86	\$1,354.86
	10-3701-413400	CONTRACT WORK-STREET	\$2,000.00	\$943.65	\$943.65
	10-3701-413900	SALE OF SALVAGE & SURPLUS	\$20,000.00	\$0.00	\$0.00
	10-3701-414100	FIRE/RESCUE CONTRACTS	\$270,000.00	\$75,000.00	\$75,000.00
	10-3701-414125	RESCUE SQUAD BILLING REVENUE	\$700,000.00	\$91,686.94	\$91,686.94
	10-3701-414130	RESCUE BAD DEBT COLLECTIONS	\$6,000.00	\$20.00	\$20.00
	10-3701-414150	SWIMMING POOL FEES	\$12,000.00	\$5,570.00	\$5,570.00
	10-3701-414200	CONCESSION COIL	\$15,000.00	\$2,512.14	\$2,512.14
	10-3701-414250	BASKETBALL FEES	\$7,500.00	\$184.00	\$184.00
	10-3701-414350	OUTDOOR TENNIS FEES	\$100.00	\$51.00	\$51.00
	10-3701-414400	MEMBERSHIP FEES	\$250.00	\$35.00	\$35.00
	10-3701-414425	WEIGHT ROOM FEES	\$1,000.00	\$228.00	\$228.00
	10-3701-414450	ROOM RENTAL UPSTAIRS	\$2,000.00	\$160.00	\$160.00
	10-3701-414475	SHELTER RENTAL FEES	\$500.00	\$35.00	\$35.00
	10-3701-414500	MISC RECREATION REVENUE	\$1,000.00	\$150.00	\$150.00
	10-3701-414525	REC TOURNAMENTS/EVENTS	\$0.00	\$273.00	\$273.00
	10-3701-414550	VOLLEYBALL FEES	\$8,000.00	\$0.00	\$0.00
	10-3701-420150	GARBAGE COLLECTIONS	\$580,000.00	\$42,650.07	\$42,650.07
	10-3701-420200	PENALTIES	\$6,000.00	\$775.83	\$775.83
	10-3701-420420	STATE-LOCAL TAX	\$16,000.00	\$1,236.21	\$1,236.21
	10-3701-420550	CONSUMER/CONSUMPTION UTILITY TAX	\$270,000.00	\$18,370.53	\$18,370.53
	10-3701-420900	CONVENIENCE FEE	\$5,000.00	\$138.00	\$138.00
	10-3701-430000	MISCELLANEOUS REVENUE	\$10,000.00	\$183.78	\$183.78
	10-3701-430300	RETURN CHECK FEES	\$500.00	\$120.00	\$120.00
	10-3701-430400	DNTN & COMM DEVELOP REVENUE	\$0.00	\$325.00	\$325.00



Town of Richlands
Income Statement: 2023 - 2024
For the Period Ending 7/31/2023

General Fund Revenues	Account Description	Estimated Revenue	Activity this Period	Revenue YTD
10-3701-430600	COMM & CIVIC PROG REVENUE	\$0.00	\$45.00	\$45.00
10-3701-430900	DONATIONS & MISC-FIRE	\$3,000.00	\$0.00	\$0.00
10-3701-430950	GIFTS & DONATIONS-REC	\$5,000.00	\$0.00	\$0.00
10-3701-431000	GIFTS & DONATIONS-POLICE	\$10,000.00	\$450.00	\$450.00
10-3701-431050	DONATIONS & MISC-RESCUE	\$1,500.00	\$0.00	\$0.00
10-3701-431100	MISCELLANEOUS REVENUE-POLICE	\$4,000.00	\$0.00	\$0.00
Total Dept.3701	REVENUE	\$3,966,950.00	\$367,408.16	\$367,408.16



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General Fund		Account Description	Estimated Revenue	Activity this Period	Revenue YTD
Revenues	Account Number				
	Department 3702	REVENUE			
	10-3702-433100	SALES TAX PROCEEDS	\$572,250.00	\$41,482.17	\$41,482.17
	10-3702-433200	MOTOR VEHICLE CARRIER TAX	\$4,500.00	\$436.50	\$436.50
	10-3702-433300	MOBILE HOME TITLING TAX	\$2,000.00	\$0.00	\$0.00
	10-3702-434000	COMM OF VA LAW ENFORCEMNT	\$150,000.00	\$0.00	\$0.00
	10-3702-434100	STREET & HWGY MAINT.	\$1,354,716.00	\$0.00	\$0.00
	10-3702-434200	LITTER CONTROL	\$3,000.00	\$0.00	\$0.00
	10-3702-435200	POLICE GRANTS-OTHER	\$34,500.00	\$11,529.62	\$0.00
	10-3702-435400	DRUG ENFORCEMENT & PROSEC	\$76,087.00	\$0.00	\$0.00
	10-3702-435425	HIDTA FED GRANT	\$19,000.00	\$0.00	\$0.00
	10-3702-435450	RESTITUTION-NTF BUY MONEY	\$0.00	\$1,509.62	\$1,509.62
	10-3702-435550	FIRE GRANTS	\$22,500.00	\$0.00	\$0.00
	10-3702-460000	OTHER STATE/FED REVENUE	\$14,500.00	\$0.00	\$0.00
	Total Dept.3702		\$2,253,053.00	\$54,957.91	\$54,957.91



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General Fund Revenues	Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD
	Department 3703	REVENUE	\$530,500.00	\$27,364.00	\$27,364.00
	10-3703-470000	TRANSFER IN FROM UT-ADM COST	\$15,000.00	\$6,714.60	\$6,714.60
	10-3703-471000	TRANSFER IN FROM UT-IT COST			
	Total Dept.3703	REVENUE	\$545,500.00	\$34,078.60	\$34,078.60



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General Fund Revenues	Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD
	3704	FUND BALANCE ALLOCATION	\$1,160,000.00	\$0.00	\$0.00
	10-3704-480000		\$1,160,000.00	\$0.00	\$0.00
	Total Dept.3704		\$8,554,503.00	\$464,727.07	\$464,727.07
	Total Fund				



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General Fund Expenditures	Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD
	Department 4010	COUNCIL	\$10,500.00	\$875.00	\$875.00
	10-4010-500000	SALARIES AND WAGES	\$65,000.00	\$5,824.67	\$5,824.67
	10-4010-500100	TOWN ATTORNEY	\$9,000.00	\$1,000.00	\$1,000.00
	10-4010-500150	CLERK SALARY	\$1,720.00	\$143.42	\$143.42
	10-4010-501000	INS SOCIAL SECURITY	\$25.00	\$0.00	\$0.00
	10-4010-501250	INS WORKMENS COMPENSATION	\$2,000.00	\$102.53	\$102.53
	10-4010-519000	MISCELLANEOUS	\$174,500.00	\$0.00	\$0.00
	10-4010-525000	SPECIAL STUDIES	\$5,000.00	\$26,655.69	\$26,655.69
	10-4010-525150	TOWN EVENTS			
	Total Dept.4010	COUNCIL	\$267,745.00	\$34,601.31	\$34,601.31



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General Fund Expenditures	Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD
	Department 4040	FINANCE OFFICE			
	10-4040-500000	SALARIES AND WAGES	\$346,500.00	\$26,143.24	\$26,143.24
	10-4040-500050	TOWN MANAGER SALARY	\$120,000.00	\$1,368.00	\$1,368.00
	10-4040-501000	INS SOCIAL SECURITY	\$35,160.00	\$1,886.45	\$1,886.45
	10-4040-501100	INS HEALTH	\$146,136.00	\$6,941.00	\$6,941.00
	10-4040-501150	INS-LIFE	\$2,700.00	\$138.25	\$138.25
	10-4040-501200	INS.-RETIREMENT PLAN	\$143,080.00	\$4,993.88	\$4,993.88
	10-4040-501225	VRS-VLDP	\$3,400.00	\$99.29	\$99.29
	10-4040-501250	INS WORKMENS COMPENSATION	\$600.00	\$0.00	\$0.00
	10-4040-501300	INS GEN LIABILITY/BLDG	\$6,835.00	\$0.00	\$0.00
	10-4040-501350	INS AUTO	\$300.00	\$0.00	\$0.00
	10-4040-510000	CASH OVER & SHORT	\$50.00	(\$50.00)	(\$50.00)
	10-4040-510100	AUDITING & LEGAL	\$10,834.00	\$0.00	\$0.00
	10-4040-510125	CIGARETTE STAMPS	\$5,600.00	\$0.00	\$0.00
	10-4040-510150	PRINTING & BINDING	\$3,000.00	\$0.00	\$0.00
	10-4040-510200	TAX FORMS	\$3,000.00	\$0.00	\$0.00
	10-4040-510250	DUES & MERBERSHIP	\$9,000.00	\$0.00	\$0.00
	10-4040-510300	ADVERTISING	\$2,500.00	\$4,184.00	\$4,184.00
	10-4040-510350	OFFICE SUPPLIES	\$5,000.00	\$0.00	\$0.00
	10-4040-510400	POSTAGE	\$6,500.00	\$0.00	\$0.00
	10-4040-510425	CARD PROCESSING CHGS/ACH FEES/BANK ANALYSIS	\$16,000.00	\$114.84	\$114.84
	10-4040-510450	TELEPHONE/INTERNET/COMM	\$6,000.00	\$1,549.65	\$1,549.65
	10-4040-510500	UNIFORMS	\$1,000.00	\$32.09	\$32.09
	10-4040-510550	TRAINING EXPENSE	\$1,000.00	\$0.00	\$0.00
	10-4040-510600	EQUIPMENT MAINTENANCE	\$1,000.00	\$60.13	\$60.13
	10-4040-510700	VEHICLE MAINT-INSIDE	\$6,000.00	\$0.00	\$0.00
	10-4040-510750	VEHICLE MAINT-OUTSIDE	\$1,000.00	\$0.00	\$0.00
	10-4040-510800	MOTOR FUEL & LUBRICATION	\$500.00	\$0.00	\$0.00
	10-4040-510900	EQUIPMENT	\$1,000.00	\$0.00	\$0.00
	10-4040-511000	BUILDING REPAIRS/ADDITION	\$2,500.00	\$0.00	\$0.00
	10-4040-511050	GROUND & FACILITIES	\$6,000.00	\$0.00	\$0.00
	10-4040-511100	SUPPLIES & MATERIALS	\$2,000.00	\$934.80	\$934.80
	10-4040-511150	CLEANING SUPPLIES	\$4,000.00	\$92.75	\$92.75
	10-4040-511200	ELECTRICITY	\$6,000.00	\$435.68	\$435.68
	10-4040-511250	WATER	\$15,500.00	\$1,048.73	\$1,048.73
	10-4040-511300	SEWER	\$900.00	\$30.64	\$30.64
	10-4040-511350	GARBAGE	\$700.00	\$34.29	\$34.29
	10-4040-519000	MISCELLANEOUS	\$550.00	\$31.91	\$31.91
	10-4040-525100	BUS TRANSIT	\$6,000.00	\$169.00	\$169.00
	Total Dept. 4040	FINANCE OFFICE	\$7,200.00	\$600.00	\$600.00
			\$936,045.00	\$50,838.62	\$50,838.62



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General Fund Expenditures	Account Description	Approp Amount	Activity this Period	Expenditure YTD
Department 4050	NON-DEPARTMENTAL		\$0.00	\$0.00
10-4050-500250	EMPLOYEE APPRECIATION	\$3,000.00	\$627.00	\$627.00
10-4050-501100	INS HEALTH	\$0.00	\$95.75	\$95.75
10-4050-501150	INS-LIFE	\$1,000.00	\$52,627.00	\$52,627.00
10-4050-501250	INS WORKMENS COMPENSATION	\$0.00	\$53,349.75	\$53,349.75
Total Dept.4050	NON-DEPARTMENTAL	\$4,000.00		



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	Department 4060	IT DEPARTMENT			
	10-4060-500000	SALARIES AND WAGES	\$15,000.00	\$1,865.30	\$1,865.30
	10-4060-501000	INS SOCIAL SECURITY	\$1,150.00	\$142.70	\$142.70
	10-4060-501250	INS WORKMENS COMPENSATION	\$25.00	\$0.00	\$0.00
	10-4060-510625	IT SERVICE/MAINTENANCE	\$70,000.00	\$12,177.39	\$12,177.39
	10-4060-510825	RETIREMENT OF DEBT	\$80,827.00	\$0.00	\$0.00
	10-4060-519000	MISCELLANEOUS	\$500.00	\$0.00	\$0.00
	10-4060-550300	CONTRACT LABOR	\$18,000.00	\$1,850.00	\$1,850.00
	10-4060-580800	INTEREST EXPENSE	\$0.00	\$2,429.70	\$2,429.70
	Total Dept.4060		\$185,502.00	\$18,465.09	\$18,465.09



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Department 4070	COMMUNITY DEVELOPMENT			
10-4070-500000	SALARIES AND WAGES	\$38,000.00	\$0.00	\$0.00
10-4070-501000	INS SOCIAL SECURITY	\$2,750.00	\$0.00	\$0.00
10-4070-501100	INS HEALTH	\$20,000.00	\$0.00	\$0.00
10-4070-501150	INS LIFE	\$200.00	\$0.00	\$0.00
10-4070-501200	INS.-RETIREMENT PLAN	\$8,500.00	\$0.00	\$0.00
10-4070-501225	VRS-VLDP	\$600.00	\$0.00	\$0.00
10-4070-501250	INS WORKMENS COMPENSATION	\$35.00	\$0.00	\$0.00
10-4070-510800	FUEL	\$200.00	\$0.00	\$0.00
10-4070-511100	SUPPLIES & MATERIALS	\$500.00	\$0.00	\$0.00
10-4070-519000	MISCELLANEOUS	\$0.00	\$523.55	\$523.55
10-4070-525150	DOWNTOWN ACTIVITY	\$0.00	\$0.30	\$0.30
Total Dept.4070	COMMUNITY DEVELOPMENT	\$70,785.00	\$523.85	\$523.85



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General Fund Expenditures	Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD
	Department 4110	POLICE GRANTS			
	10-4110-524200	DMV MINI GRANTS	\$0.00	\$3,382.12	\$3,382.12
	10-4110-524250	OTHER GRANTS	\$56,054.00	\$0.00	\$0.00
	Total Dept 4110	POLICE GRANTS	\$56,054.00	\$3,382.12	\$3,382.12



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General Fund Expenditures	Account Number	Account Description	Approp. Amount	Activity this Period	Expenditure YTD
	Department 4130	TZ CO NARCOTICS TASK FORCE			
	10-4130-501050	INS.-FRINGE BENEFITS	\$13,839.00	\$622.00	\$622.00
	10-4130-510125	PROFESSIONAL SERVICES	\$425.00	\$0.00	\$0.00
	10-4130-510350	OFFICE SUPPLIES	\$2,500.00	\$0.00	\$0.00
	10-4130-510450	TELEPHONE/INTERNET/COMM	\$7,100.00	\$901.64	\$901.64
	10-4130-510750	VEHICLE MAINT-OUTSIDE	\$9,000.00	\$0.00	\$0.00
	10-4130-510900	EQUIPMENT	\$6,000.00	\$0.00	\$0.00
	10-4130-519000	MISCELLANEOUS	\$36,766.00	\$274.22	\$274.22
	10-4130-530075	HIDTA GRANT PURCHASES	\$19,000.00	\$1,382.31	\$1,382.31
	Total Dept. 4130	TZ CO NARCOTICS TASK FORCE	\$94,630.00	\$3,180.17	\$3,180.17



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General Fund	Account Description	Approp. Amount	Activity this Period	Expenditure YTD
Expenditures				
Department 4140				
10-4140-500000	POLICE DEPARTMENT			
10-4140-500150	SALARIES AND WAGES	\$959,000.00	\$72,920.19	\$72,920.19
10-4140-501000	OVERTIME	\$45,990.00	\$6,551.42	\$6,551.42
10-4140-501100	INS SOCIAL SECURITY	\$76,900.00	\$6,236.33	\$6,236.33
10-4140-501150	INS HEALTH	\$275,000.00	\$15,674.00	\$15,674.00
10-4140-501200	INS.-LIFE	\$5,500.00	\$320.62	\$320.62
10-4140-501225	INS.-RETIREMENT PLAN	\$295,000.00	\$16,206.69	\$16,206.69
10-4140-501250	VRS-VLDP	\$1,000.00	\$57.27	\$57.27
10-4140-501300	INS WORKMENS COMPENSATION	\$38,000.00	\$0.00	\$0.00
10-4140-501350	INS GEN LIABILITY/BLDG	\$3,500.00	\$0.00	\$0.00
10-4140-501350	INS AUTO	\$9,200.00	\$0.00	\$0.00
10-4140-510150	PRINTING & BINDING	\$3,000.00	\$0.00	\$0.00
10-4140-510250	DUES & MERBERSHIP	\$11,200.00	\$0.00	\$0.00
10-4140-510350	OFFICE SUPPLIES	\$4,500.00	\$0.00	\$0.00
10-4140-510400	POSTAGE	\$700.00	\$72.40	\$72.40
10-4140-510450	TELEPHONE/INTERNET/COMM	\$16,000.00	\$751.68	\$751.68
10-4140-510500	UNIFORMS	\$15,000.00	\$736.83	\$736.83
10-4140-510550	TRAINING EXPENSE	\$17,000.00	\$990.00	\$990.00
10-4140-510600	EQUIPMENT MAINTENANCE	\$32,000.00	\$6,690.13	\$6,690.13
10-4140-510650	TWO-WAY RADIO MAINTENANCE	\$4,000.00	\$0.00	\$0.00
10-4140-510700	VEHICLE MAINT-INSIDE	\$6,000.00	\$347.11	\$347.11
10-4140-510750	VEHICLE MAINT-OUTSIDE	\$18,500.00	\$2,061.06	\$2,061.06
10-4140-510800	MOTOR FUEL & LUBRICATION	\$60,000.00	\$4,955.94	\$4,955.94
10-4140-510850	OFFICE FURN & FIXTURES	\$1,000.00	\$0.00	\$0.00
10-4140-510900	EQUIPMENT	\$78,000.00	\$0.00	\$0.00
10-4140-511000	BUILDING REPAIRS/ADDITION	\$5,000.00	\$60.00	\$60.00
10-4140-511100	SUPPLIES & MATERIALS	\$12,000.00	\$50.50	\$50.50
10-4140-511150	CLEANING SUPPLIES	\$2,000.00	\$94.90	\$94.90
10-4140-511200	ELECTRICITY	\$33,000.00	\$2,987.38	\$2,987.38
10-4140-511250	WATER	\$500.00	\$52.77	\$52.77
10-4140-511300	SEWER	\$500.00	\$55.82	\$55.82
10-4140-511350	GARBAGE	\$975.00	\$93.44	\$93.44
10-4140-519000	MISCELLANEOUS	\$5,000.00	\$656.02	\$656.02
10-4140-531000	INSURANCE-LAW ENFORCEMENT	\$8,000.00	\$0.00	\$0.00
10-4140-531025	LINE OF DUTY PAYMENTS	\$14,800.00	\$0.00	\$0.00
10-4140-531050	COURT COST	\$5,000.00	\$0.00	\$0.00
10-4140-531100	EXTRADITION & TRAVEL	\$1,000.00	\$0.00	\$0.00
10-4140-531200	TASK FORCE DONATION	\$7,000.00	\$0.00	\$0.00
10-4140-531300	REGIONAL JAIL	\$300.00	\$0.00	\$0.00
10-4140-531350	SPECIAL PROJECTS	\$15,000.00	\$32.88	\$32.88



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Total Dept. 4140	POLICE DEPARTMENT	\$2,086,065.00	\$138,655.38	\$138,655.38



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General Fund	Account Number	Account Description	Approp. Amount	Activity this Period	Expenditure YTD
Expenditures	Department 4150	FIRE DEPARTMENT			
	10-4150-500000	SALARIES AND WAGES	\$67,000.00	\$4,074.55	\$4,074.55
	10-4150-501000	INS SOCIAL SECURITY	\$5,125.00	\$309.32	\$309.32
	10-4150-501250	INS WORKMENS COMPENSATION	\$3,700.00	\$0.00	\$0.00
	10-4150-501300	INS GEN LIABILITY/BLDG	\$2,100.00	\$0.00	\$0.00
	10-4150-501350	INS AUTO	\$5,500.00	\$0.00	\$0.00
	10-4150-510450	TELEPHONE/INTERNET/COMM	\$5,000.00	\$237.28	\$237.28
	10-4150-510500	UNIFORMS	\$1,000.00	\$0.00	\$0.00
	10-4150-510550	TRAINING EXPENSE	\$1,500.00	\$0.00	\$0.00
	10-4150-510600	EQUIPMENT MAINTENANCE	\$1,000.00	\$0.00	\$0.00
	10-4150-510650	TWO-WAY RADIO MAINTENANCE	\$1,500.00	\$0.00	\$0.00
	10-4150-510700	VEHICLE MAINT-INSIDE	\$2,000.00	\$0.00	\$0.00
	10-4150-510750	VEHICLE MAINT-OUTSIDE	\$6,000.00	\$0.00	\$0.00
	10-4150-510800	MOTOR FUEL & LUBRICATION	\$5,500.00	\$0.00	\$0.00
	10-4150-510825	RETIREMENT OF DEBT	\$65,000.00	\$134.03	\$134.03
	10-4150-510900	EQUIPMENT	\$8,000.00	\$0.00	\$0.00
	10-4150-510925	RADIO EQUIPMENT	\$1,500.00	\$1,950.00	\$1,950.00
	10-4150-511000	BUILDING REPAIRS/ADDITION	\$800.00	\$0.00	\$0.00
	10-4150-511100	SUPPLIES & MATERIALS	\$5,000.00	\$0.00	\$0.00
	10-4150-511200	ELECTRICITY	\$12,000.00	\$402.99	\$402.99
	10-4150-511250	WATER	\$1,500.00	\$443.13	\$443.13
	10-4150-511300	SEWER	\$1,300.00	\$112.93	\$112.93
	10-4150-511350	GARBAGE	\$800.00	\$91.40	\$91.40
	10-4150-519000	MISCELLANEOUS	\$1,000.00	\$48.01	\$48.01
	10-4150-531025	LINE OF DUTY PAYMENTS	\$11,000.00	\$331.28	\$331.28
	10-4150-531350	SPECIAL PROJECTS	\$1,500.00	\$0.00	\$0.00
	10-4150-532000	INSURANCE-FIRE CALLS	\$2,311.00	\$0.00	\$0.00
	10-4150-532025	FIRE PREV/SAFETY PRG	\$3,000.00	\$2,048.00	\$2,048.00
	10-4150-532050	REGULATORY REQUIREMENTS	\$10,000.00	\$368.28	\$368.28
	10-4150-580800	INTEREST EXPENSE	\$15,508.00	\$0.00	\$0.00
	Total Dept.4150		\$247,144.00	\$10,551.20	\$10,551.20

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General Fund	Account Description	Approp Amount	Activity this Period	Expenditure YTD
Expenditures				
Department 4160	RESCUE DEPARTMENT	\$447,000.00	\$39,086.07	\$39,086.07
10-4160-500000	SALARIES AND WAGES	\$34,000.00	\$2,767.13	\$2,767.13
10-4160-501000	INS SOCIAL SECURITY	\$98,000.00	\$7,972.00	\$7,972.00
10-4160-501100	INS HEALTH	\$1,500.00	\$115.20	\$115.20
10-4160-501150	INS -LIFE	\$65,000.00	\$4,874.54	\$4,874.54
10-4160-501200	INS -RETIREMENT PLAN	\$1,246.00	\$45.53	\$45.53
10-4160-501225	VRS-VLDP	\$21,000.00	\$0.00	\$0.00
10-4160-501250	INS WORKMENS COMPENSATION	\$1,100.00	\$0.00	\$0.00
10-4160-501300	INS GEN LIABILITY/BLDG	\$3,200.00	\$0.00	\$0.00
10-4160-501350	INS AUTO	\$5,200.00	\$316.15	\$316.15
10-4160-510250	DUES/MEMBERSHIP/SUBSCRIPTIONS	\$1,000.00	\$0.00	\$0.00
10-4160-510350	OFFICE SUPPLIES	\$3,000.00	\$272.18	\$272.18
10-4160-510450	TELEPHONE/INTERNET/COMM	\$4,000.00	\$0.00	\$0.00
10-4160-510500	UNIFORMS	\$1,500.00	\$410.99	\$410.99
10-4160-510550	TRAINING EXPENSE	\$6,500.00	\$0.00	\$0.00
10-4160-510600	EQUIPMENT MAINTENANCE	\$1,000.00	\$0.00	\$0.00
10-4160-510650	TWO-WAY RADIO MAINTENANCE	\$3,000.00	\$2,774.59	\$2,774.59
10-4160-510700	VEHICLE MAINT-INSIDE	\$12,000.00	\$0.00	\$0.00
10-4160-510750	VEHICLE MAINT-OUTSIDE	\$20,000.00	\$1,828.21	\$1,828.21
10-4160-510800	MOTOR FUEL & LUBRICATION	\$8,000.00	\$0.00	\$0.00
10-4160-510900	EQUIPMENT	\$2,000.00	\$50.00	\$50.00
10-4160-511000	BUILDING REPAIRS/ADDITION	\$6,000.00	\$31.20	\$31.20
10-4160-511100	SUPPLIES & MATERIALS	\$1,000.00	\$0.00	\$0.00
10-4160-511150	CLEANING SUPPLIES	\$17,000.00	\$843.39	\$843.39
10-4160-511175	MEDICAL SUPPLIES	\$9,000.00	\$247.78	\$247.78
10-4160-511200	ELECTRICITY	\$450.00	\$22.60	\$22.60
10-4160-511250	WATER	\$450.00	\$29.39	\$29.39
10-4160-511300	SEWER	\$550.00	\$46.58	\$46.58
10-4160-511350	GARBAGE	\$2,000.00	\$86.00	\$86.00
10-4160-519000	MISCELLANEOUS	\$13,500.00	\$0.00	\$0.00
10-4160-531025	LINE OF DUTY PAYMENTS	\$2,000.00	\$21.18	\$21.18
10-4160-531350	SPECIAL PROJECTS	\$42,000.00	\$5,132.52	\$5,132.52
10-4160-532100	BILLING SERVICES/COLLECTIONS	\$1,250.00	\$4.00	\$4.00
10-4160-532125	BAD DEBT COLLECTION FEE	\$2,500.00	\$0.00	\$0.00
10-4160-561000	HEATING OIL/FUEL	\$836,946.00	\$66,977.23	\$66,977.23
Total Dept 4160	RESCUE DEPARTMENT			



Town of Richlands
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For the Period Ending 7/31/2023

General Fund	Account Description	Approp Amount	Activity this Period	Expenditure YTD
Expenditures				
Department: 4210				
10-4210-500000	STREET DEPARTMENT			
10-4210-501000	SALARIES AND WAGES	\$440,500.00	\$30,017.72	\$30,017.72
10-4210-501100	INS SOCIAL SECURITY	\$33,500.00	\$2,174.09	\$2,174.09
10-4210-501150	INS HEALTH	\$197,500.00	\$14,969.00	\$14,969.00
10-4210-501200	INS.-LIFE	\$2,200.00	\$198.90	\$198.90
10-4210-501225	INS.-RETIREMENT PLAN	\$125,000.00	\$7,026.87	\$7,026.87
10-4210-501250	VRS-VLDP	\$2,000.00	\$114.74	\$114.74
10-4210-501300	INS WORKMENS COMPENSATION	\$24,000.00	\$0.00	\$0.00
10-4210-501350	INS GEN LIABILITY/BLDG	\$3,800.00	\$0.00	\$0.00
10-4210-510250	INS AUTO	\$5,800.00	\$0.00	\$0.00
10-4210-510450	DUES/MEMBERSHIP/SOFTWARE LICENSE FEES	\$500.00	\$0.00	\$0.00
10-4210-510450	TELEPHONE/INTERNET/COMM	\$1,500.00	\$58.43	\$58.43
10-4210-510500	UNIFORMS	\$5,000.00	\$275.70	\$275.70
10-4210-510700	VEHICLE MAINT-INSIDE	\$20,000.00	\$1,396.59	\$1,396.59
10-4210-510750	VEHICLE MAINT-OUTSIDE	\$12,000.00	\$0.00	\$0.00
10-4210-510800	MOTOR FUEL & LUBRICATION	\$30,000.00	\$3,781.94	\$3,781.94
10-4210-510900	EQUIPMENT	\$2,000.00	\$0.00	\$0.00
10-4210-511000	BUILDING REPAIRS/ADDITION	\$1,000.00	\$0.00	\$0.00
10-4210-511100	SUPPLIES & MATERIALS	\$20,000.00	\$4,080.03	\$4,080.03
10-4210-511200	ELECTRICITY	\$15,000.00	\$654.00	\$654.00
10-4210-511250	WATER	\$500.00	\$26.58	\$26.58
10-4210-511300	SEWER	\$750.00	\$34.81	\$34.81
10-4210-511350	GARBAGE	\$300.00	\$21.37	\$21.37
10-4210-511400	ENGINEERING	\$10,000.00	\$0.00	\$0.00
10-4210-511450	LEASE PROP & RIGHT OF WAY	\$1,000.00	\$0.00	\$0.00
10-4210-511500	TRAFFIC SAFETY	\$75,000.00	\$1,460.00	\$1,460.00
10-4210-519000	MISCELLANEOUS	\$2,000.00	\$241.95	\$241.95
10-4210-540000	STORM DRAINAGE	\$6,000.00	\$0.00	\$0.00
10-4210-540050	ST, BRIDGES, SIDEWALK MAINT	\$125,000.00	\$10,386.38	\$10,386.38
10-4210-540100	SNOW & ICE REMOVAL	\$25,000.00	\$405.00	\$405.00
10-4210-570250	HAND TOOLS & EQUIPMENT	\$3,500.00	\$1,271.72	\$1,271.72
Total Dept. 4210	STREET DEPARTMENT	\$1,190,350.00	\$78,595.82	\$78,595.82

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General Fund	Account Description	Approp. Amount	Activity this Period	Expenditure YTD
Expenditures				
Department 4240	SANITATION DEPARTMENT		\$17,724.97	\$17,724.97
10-4240-500000	SALARIES AND WAGES	\$245,500.00	\$1,310.43	\$1,310.43
10-4240-501000	INS SOCIAL SECURITY	\$19,000.00	\$4,080.00	\$4,080.00
10-4240-501100	INS HEALTH	\$96,000.00	\$75.71	\$75.71
10-4240-501150	INS.-LIFE	\$1,300.00	\$3,745.35	\$3,745.35
10-4240-501200	INS.-RETIREMENT PLAN	\$53,000.00	\$83.47	\$83.47
10-4240-501225	VRS-VLDP	\$1,200.00	\$0.00	\$0.00
10-4240-501250	INS WORKMENS COMPENSATION	\$15,539.00	\$0.00	\$0.00
10-4240-501350	INS AUTO	\$2,600.00	\$92.72	\$92.72
10-4240-510500	UNIFORMS	\$2,000.00	\$4,917.51	\$4,917.51
10-4240-510700	VEHICLE MAINT-INSIDE	\$18,000.00	\$4,575.70	\$4,575.70
10-4240-510750	VEHICLE MAINT-OUTSIDE	\$12,000.00	\$642.30	\$642.30
10-4240-510800	MOTOR FUEL & LUBRICATION	\$25,000.00	\$640.38	\$640.38
10-4240-511100	SUPPLIES & MATERIALS	\$6,500.00	\$402.93	\$402.93
10-4240-519000	MISCELLANEOUS	\$1,500.00	\$37.51	\$37.51
10-4240-541000	GARBAGE CONTAINERS	\$22,000.00	\$38,328.98	\$38,328.98
Total Dept.4240	SANITATION DEPARTMENT	\$521,139.00	\$38,328.98	\$38,328.98



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General Fund	Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD
Expenditures	Department 4290	RECREATION DEPARTMENT			
	10-4290-500000	SALARIES AND WAGES	\$123,500.00	\$13,154.96	\$13,154.96
	10-4290-501000	INS SOCIAL SECURITY	\$9,500.00	\$993.80	\$993.80
	10-4290-501100	INS HEALTH	\$20,328.00	\$1,694.00	\$1,694.00
	10-4290-501150	INS.-LIFE	\$250.00	\$20.68	\$20.68
	10-4290-501200	INS.-RETIREMENT PLAN	\$9,423.00	\$887.21	\$887.21
	10-4290-501250	INS WORKMENS COMPENSATION	\$3,000.00	\$0.00	\$0.00
	10-4290-501300	INS GEN LIABILITY/BLDG	\$3,600.00	\$0.00	\$0.00
	10-4290-501350	INS AUTO	\$350.00	\$0.00	\$0.00
	10-4290-510000	CASH OVER & SHORT	\$0.00	\$0.00	\$0.00
	10-4290-510350	OFFICE SUPPLIES	\$150.00	\$10.00	\$10.00
	10-4290-510450	TELEPHONE/INTERNET/COMM	\$2,290.00	\$0.00	\$0.00
	10-4290-510900	EQUIPMENT	\$1,000.00	\$167.95	\$167.95
	10-4290-511000	BUILDING REPAIRS/ADDITION	\$2,500.00	\$0.00	\$0.00
	10-4290-511100	SUPPLIES & MATERIALS	\$10,000.00	\$60.05	\$60.05
	10-4290-511200	ELECTRICITY	\$37,000.00	\$52.37	\$52.37
	10-4290-511250	WATER	\$3,600.00	\$2,351.00	\$2,351.00
	10-4290-511300	SEWER	\$2,500.00	\$720.58	\$720.58
	10-4290-511350	GARBAGE	\$2,100.00	\$886.67	\$886.67
	10-4290-519000	MISCELLANEOUS	\$1,000.00	\$204.98	\$204.98
	10-4290-550025	VOLLEYBALL EXPENSES	\$750.00	\$86.00	\$86.00
	10-4290-550050	SWIMMING POOL SUPPLIES	\$3,200.00	\$0.00	\$0.00
	10-4290-550100	WM'S PARK MAINTENANCE	\$1,000.00	\$2,409.90	\$2,409.90
	10-4290-550150	JOHN BRITTS MEMORIAL PK	\$13,500.00	\$0.00	\$0.00
	10-4290-550200	CONCESSION STAND EXP	\$10,000.00	\$0.00	\$0.00
	10-4290-550250	SALES TAX-CONCESSION STAN	\$0.00	\$645.04	\$645.04
	Total Dept.4290	RECREATION DEPARTMENT	\$260,541.00	\$24,343.67	\$24,343.67
				(\$1.52)	(\$1.52)



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General Fund Expenditures	Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD
	Department 4300	COMMUNITY & CIVIC FACILITIES			
	10-4300-525155	LIBRARY	\$725.00	\$0.00	\$0.00
	10-4300-525160	COAL MINERS MEM	\$500.00	\$972.03	\$972.03
	10-4300-525170	Chamber/CART Bldg.	\$2,500.00	\$815.73	\$815.73
	10-4300-525175	FARMERS MARKET	\$750.00	\$74.87	\$74.87
	10-4300-525180	GREENWAY	\$0.00	\$12.80	\$12.80
	10-4300-525300	VET/CENT/HIST	\$500.00	\$0.00	\$0.00
	10-4300-525325	SECTION HOUSE	\$5,000.00	\$1,066.70	\$1,066.70
	10-4300-525350	TEEN CENTER	\$1,600.00	\$0.00	\$0.00
	Total Dept. 4300	COMMUNITY & CIVIC FACILITIES	\$11,575.00	\$2,942.13	\$2,942.13



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General Fund Expenditures	Account Description	Approp Amount	Activity this Period	Expenditure YTD
Department 4470	DONATIONS			
10-4470-525250	DONATIONS	\$10,200.00	\$0.00	\$0.00
Total Dept.4470	DONATIONS	\$10,200.00	\$0.00	\$0.00

Town of Richlands
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Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD
General Fund				
Expenditures				
Account Number				
Department 5421	CAPITAL-STREET	\$1,000,000.00	\$0.00	\$0.00
0-5421-650000	INFRASTRUCTURE, DEPR.	\$1,000,000.00	\$0.00	\$0.00
Total Dept. 5421	CAPITAL-STREET	\$7,778,721.00	\$524,735.32	\$524,735.32
Total Fund	General Fund			\$5,975,589.41
	Fund Balance			\$464,727.07
	Total Revenues		\$464,727.07	\$524,735.32
	Less Total Expenditures		\$524,735.32	(\$60,008.25)
	Net Income		(\$60,008.25)	\$5,915,581.16
	New Fund Balance			



Town of Richlands
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Water Fund Revenues Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD
Department 3701	REVENUE			
20-3701-413300	INTEREST INCOME	\$1,000.00	\$96.89	\$96.89
20-3701-420050	WATER COLLECTIONS	\$950,000.00	\$64,350.93	\$64,350.93
20-3701-420200	PENALTIES	\$13,500.00	\$1,148.72	\$1,148.72
20-3701-420250	SERVICE CHARGES	\$4,000.00	\$330.00	\$330.00
20-3701-420300	WATER TAPS	\$0.00	\$1,100.00	\$1,100.00
Total Dept.3701	REVENUE	\$968,500.00	\$67,026.54	\$67,026.54

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Water Fund Revenues	Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD
	Department 3702	REVENUE	\$1,200.00	\$117.22	\$117.22
	20-3702-413310	INTEREST INCOME-WAT DEBT	\$72,491.00	\$7,118.00	\$7,118.00
	20-3702-440000	CEDAR BLUFF WATER COLL	\$525,061.00	\$43,755.50	\$43,755.50
	20-3702-440100	TAZ. PSA WATER COLL	\$1,000.00	\$83.00	\$83.00
	20-3702-440200	CEDAR BLUFF-Wat Debt	\$63,258.00	\$216.50	\$216.50
	20-3702-440300	TZ CO PSA-KENTS RIDGE	\$663,010.00	\$51,290.22	\$51,290.22
	Total Dept.3702	REVENUE	\$1,631,510.00	\$118,316.76	\$118,316.76
	Total Fund	Water Fund			

**Town of Richlands
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Water Fund	Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD
Expenditures	Department 4340	WATER TREATMENT PLANT			
	20-4340-500000	SALARIES AND WAGES	\$349,500.00	\$27,640.98	\$27,640.98
	20-4340-501000	INS SOCIAL SECURITY	\$26,300.00	\$2,014.17	\$2,014.17
	20-4340-501100	INS HEALTH	\$95,000.00	\$8,288.00	\$8,288.00
	20-4340-501150	INS -LIFE	\$1,600.00	\$144.50	\$144.50
	20-4340-501200	INS -RETIREMENT PLAN	\$70,137.00	\$6,352.15	\$6,352.15
	20-4340-501225	VRS-VLDP	\$1,500.00	\$114.54	\$114.54
	20-4340-501250	INS WORKMENS COMPENSATION	\$11,200.00	\$0.00	\$0.00
	20-4340-501300	INS GEN LIABILITY/BLDG	\$7,250.00	\$0.00	\$0.00
	20-4340-501350	INS AUTO	\$500.00	\$0.00	\$0.00
	20-4340-510100	AUDITING & LEGAL	\$10,833.00	\$0.00	\$0.00
	20-4340-510150	PRINTING & BINDING	\$0.00	\$0.00	\$0.00
	20-4340-510250	DUES & MERBERSHIP	\$2,700.00	\$626.57	\$626.57
	20-4340-510400	POSTAGE	\$7,650.00	\$500.00	\$500.00
	20-4340-510450	TELEPHONE/INTERNET/COMM	\$2,000.00	\$80.95	\$80.95
	20-4340-510500	UNIFORMS	\$500.00	\$134.49	\$134.49
	20-4340-510550	TRAINING EXPENSE	\$2,500.00	\$37.64	\$37.64
	20-4340-510600	EQUIPMENT MAINTENANCE	\$5,000.00	\$0.00	\$0.00
	20-4340-510625	IT SERVICE/EQ	\$2,500.00	\$0.00	\$0.00
	20-4340-510700	VEHICLE MAINT-INSIDE	\$250.00	\$0.00	\$0.00
	20-4340-510750	VEHICLE MAINT-OUTSIDE	\$250.00	\$0.00	\$0.00
	20-4340-510800	MOTOR FUEL & LUBRICATION	\$4,000.00	\$0.00	\$0.00
	20-4340-510900	EQUIPMENT	\$2,000.00	\$155.58	\$155.58
	20-4340-511000	BUILDING REPAIRS/ADDITION	\$4,000.00	\$0.00	\$0.00
	20-4340-511050	GROUPS & FACILITIES	\$350.00	\$60.00	\$60.00
	20-4340-511100	SUPPLIES & MATERIALS	\$8,000.00	\$0.00	\$0.00
	20-4340-511200	ELECTRICITY	\$135,000.00	\$15.81	\$15.81
	20-4340-511250	WATER	\$2,200.00	\$9,435.60	\$9,435.60
	20-4340-511300	SEWER	\$70,000.00	\$161.75	\$161.75
	20-4340-511350	GARBAGE	\$200.00	\$4,378.92	\$4,378.92
	20-4340-511400	ENGINEERING	\$1,200.00	\$15.81	\$15.81
	20-4340-519000	MISCELLANEOUS	\$1,200.00	\$0.00	\$0.00
	20-4340-560000	CHEMICALS-TREATMENT	\$136,000.00	\$30.00	\$30.00
	20-4340-560050	INSTRUMENT CALIBRATION	\$1,200.00	\$22,083.32	\$22,083.32
	20-4340-560100	HEALTH DEPT ASSESSMENT	\$7,830.00	\$0.00	\$0.00
	20-4340-560150	WATER QUALITY TESTING	\$16,000.00	\$7,830.00	\$7,830.00
	20-4340-562000	PLANT PARTS	\$8,000.00	\$0.00	\$0.00
	20-4340-562050	CHEMICALS / SUPPLIES-LAB	\$8,000.00	\$0.00	\$0.00
	20-4340-595100	TRANSFER OUT-ADM EXPENSE (GF)	\$139,548.00	\$1,076.82	\$1,076.82
	20-4340-595200	TRANSFER OUT-IT EXPENSE (GF)	\$17,200.00	\$9,266.00	\$9,266.00
				\$1,678.65	\$1,678.65



Town of Richlands
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Water Fund Expenditures Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD
Total Dept. 4340	WATER TREATMENT PLANT	\$1,161,098.00	\$102,122.25	\$102,122.25



Town of Richlands
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Water Fund Expenditures	Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD
	Department 4350	WATER DEBT BOND			
	20-4350-521250	TOWN BD-KENTS RIDGE	\$17,104.00	\$0.00	\$0.00
	20-4350-521300	CEDAR BLUFF BD-Wat Debt	\$1,000.00	\$0.00	\$0.00
	20-4350-521350	TZ CO PSA BD-KENTS RIDGE	\$63,258.00	\$0.00	\$0.00
	20-4350-521375	BIRM WATER DEBT	\$5,833.00	\$0.00	\$0.00
	Total Dept.4350	WATER DEBT BOND	\$87,195.00	\$0.00	\$0.00



Town of Richlands
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Account Description	Approp Amount	Activity this Period	Expenditure YTD
Water Fund			
Expenditures			
Account Number			
Department 5434	\$0.00	\$4,500.00	\$4,500.00
20-5434-660000	\$0.00	\$4,500.00	\$4,500.00
Total Dept.5434	\$1,248,293.00	\$106,622.25	\$106,622.25
Total Fund			\$6,474,901.73
Fund Balance			\$118,316.76
Total Revenues		\$118,316.76	\$106,622.25
Less Total Expenditures		\$106,622.25	\$11,694.51
Net Income		\$11,694.51	\$6,486,596.24
New Fund Balance			



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Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD
Department 3701	REVENUE			
30-3701-413300	INTEREST INCOME	\$600.00	\$75.90	\$75.90
30-3701-413800	WWTP-LAB TEST/SEPTIC TRET	\$10,000.00	\$0.00	\$0.00
30-3701-420100	SEWER COLLECTIONS	\$1,388,750.00	\$81,787.17	\$81,787.17
30-3701-420200	PENALTIES	\$13,707.00	\$1,313.42	\$1,313.42
30-3701-420250	SERVICE CHARGES	\$4,000.00	\$210.00	\$210.00
Total Dept.3701	REVENUE	\$1,417,057.00	\$83,386.49	\$83,386.49



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Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD
Department 3702	REVENUE	\$350.00	\$382.00	\$382.00
10-3702-413320	INTEREST INCOME-VRA	\$85,415.00	\$5,958.00	\$5,958.00
10-3702-440400	CEDAR BLUFF SEWER COLL	\$252,929.00	\$21,077.00	\$21,077.00
10-3702-440500	TZ CO PSA SEWER COLL	\$338,694.00	\$27,417.00	\$27,417.00
Total Dept.3702	REVENUE	\$1,755,751.00	\$110,803.49	\$110,803.49
Total Fund	Sewer Fund			



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Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD
Sewer Fund				
Expenditures				
Department 4380	WASTEWATER TREATMENT PLANT			
30-4380-500000	SALARIES AND WAGES	\$360,000.00	\$27,344.69	\$27,344.69
30-4380-501000	INS SOCIAL SECURITY	\$28,000.00	\$2,023.66	\$2,023.66
30-4380-501100	INS HEALTH	\$119,660.00	\$6,682.00	\$6,682.00
30-4380-501150	INS.-LIFE	\$2,000.00	\$121.93	\$121.93
30-4380-501200	INS.-RETIREMENT PLAN	\$80,000.00	\$6,639.67	\$6,639.67
30-4380-501225	VRS-VLDP	\$1,662.00	\$92.68	\$92.68
30-4380-501250	INS WORKMENS COMPENSATION	\$4,500.00	\$0.00	\$0.00
30-4380-501300	INS GEN LIABILITY/BLDG	\$15,600.00	\$0.00	\$0.00
30-4380-501350	INS AUTO	\$1,350.00	\$0.00	\$0.00
30-4380-510100	AUDITING & LEGAL	\$10,833.00	\$0.00	\$0.00
30-4380-510150	PRINTING & BINDING	\$2,000.00	\$626.57	\$626.57
30-4380-510250	DUES & MERBERSHIP	\$2,000.00	\$0.00	\$0.00
30-4380-510350	OFFICE SUPPLIES	\$200.00	\$0.00	\$0.00
30-4380-510400	POSTAGE	\$7,000.00	\$80.95	\$80.95
30-4380-510450	TELEPHONE/INTERNET/COMM	\$2,400.00	\$61.76	\$61.76
30-4380-510500	UNIFORMS	\$2,000.00	\$143.64	\$143.64
30-4380-510550	TRAINING EXPENSE	\$2,000.00	\$0.00	\$0.00
30-4380-510600	EQUIPMENT MAINTENANCE	\$25,000.00	\$0.00	\$0.00
30-4380-510700	VEHICLE MAINT-INSIDE	\$3,000.00	\$660.71	\$660.71
30-4380-510750	VEHICLE MAINT-OUTSIDE	\$1,000.00	\$0.00	\$0.00
30-4380-510800	MOTOR FUEL & LUBRICATION	\$11,000.00	\$164.21	\$164.21
30-4380-510850	OFFICE FURN & FIXTURES	\$500.00	\$0.00	\$0.00
30-4380-510900	EQUIPMENT	\$5,000.00	\$0.00	\$0.00
30-4380-511000	BUILDING REPAIRS/ADDITION	\$5,000.00	\$0.00	\$0.00
30-4380-511050	GROUPS & FACILITIES	\$1,000.00	\$0.00	\$0.00
30-4380-511100	SUPPLIES & MATERIALS	\$12,000.00	\$37.13	\$37.13
30-4380-511150	CLEANING SUPPLIES	\$1,200.00	\$0.00	\$0.00
30-4380-511200	ELECTRICITY	\$172,000.00	\$11,715.94	\$11,715.94
30-4380-511250	WATER	\$6,000.00	\$314.78	\$314.78
30-4380-511300	SEWER	\$6,000.00	\$388.00	\$388.00
30-4380-511350	GARBAGE	\$800.00	\$64.11	\$64.11
30-4380-511400	ENGINEERING	\$1,000.00	\$0.00	\$0.00
30-4380-519000	MISCELLANEOUS	\$2,000.00	\$829.00	\$829.00
30-4380-561000	HEATING OIL/FUEL	\$42,000.00	\$0.00	\$0.00
30-4380-561100	PERMIT FEES	\$13,500.00	\$0.00	\$0.00
30-4380-561150	WATER-LIFT STATION	\$1,200.00	\$0.00	\$0.00
30-4380-561200	ELECTRICITY-LIFT STATION	\$15,000.00	\$0.00	\$0.00
30-4380-561250	OUTSIDE LAB TESTING	\$8,000.00	\$0.00	\$0.00
30-4380-561300	PLANT METERING & INSTRU.	\$4,000.00	\$0.00	\$0.00



Town of Richlands
Income Statement: 2023 - 2024
For the Period Ending 7/31/2023

Account Number	Account Description	Approp. Amount	Activity this Period	Expenditure YTD
10-4380-561350	OUTSIDE SLUDGE HAULING	\$22,000.00	\$1,946.12	\$1,946.12
10-4380-562000	PLANT PARTS	\$30,000.00	\$0.00	\$0.00
10-4380-562050	CHEMICALS / SUPPLIES-LAB	\$38,000.00	\$43.21	\$43.21
10-4380-595100	TRANSFER OUT-ADM EXPENSE (GF)	\$128,500.00	\$8,802.00	\$8,802.00
10-4380-595200	TRANSFER OUT-IT EXPENSE (GF)	\$17,000.00	\$1,678.65	\$1,678.65
Total Dept.4380	WASTEWATER TREATMENT PLANT	\$1,212,905.00	\$70,461.41	\$70,461.41



Town of Richlands
Income Statement: 2023 - 2024
For the Period Ending 7/31/2023

Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD
Sewer Fund Expenditures				
Department 4390	WASTEWATER PLANT DEBT RET			
30-4390-521600	BIRMINGHAM WAT/SEW DEBT	\$44,844.00	\$0.00	\$0.00
Total Dept.4390	WASTEWATER PLANT DEBT RET	\$44,844.00	\$0.00	\$0.00
Total Fund	Sewer Fund	\$1,257,749.00	\$70,461.41	\$70,461.41
	Fund Balance			\$6,604,131.99
	Total Revenues		\$110,803.49	\$110,803.49
	Less Total Expenditures		\$70,461.41	\$70,461.41
	Net Income		\$40,342.08	\$40,342.08
	New Fund Balance			\$6,644,474.07

Town of Richlands
Income Statement: 2023 - 2024
For the Period Ending 7/31/2023



Water/Sewer Line Maintenance Fund		Account Description	Approp Amount	Activity this Period	Expenditure YTD
Account Number	Expenditures				
Department 4360		WATER/SEWER LINE MAINT	\$189,500.00	\$11,237.79	\$11,237.79
0-4360-500000		SALARIES AND WAGES	\$14,000.00	\$809.83	\$809.83
0-4360-501000		INS SOCIAL SECURITY	\$55,500.00	\$4,002.00	\$4,002.00
0-4360-501100		INS HEALTH	\$1,157.00	\$62.54	\$62.54
0-4360-501150		INS.-LIFE	\$39,000.00	\$3,540.08	\$3,540.08
0-4360-501200		INS.-RETIREMENT PLAN	\$0.00	\$25.80	\$25.80
0-4360-501225		VRS-VLDP	\$6,000.00	\$0.00	\$0.00
0-4360-501250		INS WORKMENS COMPENSATION	\$1,700.00	\$0.00	\$0.00
0-4360-501300		INS GEN LIABILITY/BLDG	\$2,100.00	\$0.00	\$0.00
0-4360-501350		INS AUTO	\$700.00	\$0.00	\$0.00
0-4360-510450		TELEPHONE/INTERNET/COMM	\$1,500.00	\$37.64	\$37.64
0-4360-510500		UNIFORMS	\$12,000.00	\$660.70	\$660.70
0-4360-510700		VEHICLE MAINT-INSIDE	\$8,000.00	\$0.00	\$0.00
0-4360-510750		VEHICLE MAINT-OUTSIDE	\$10,000.00	\$807.62	\$807.62
0-4360-510800		MOTOR FUEL & LUBRICATION	\$4,500.00	\$0.00	\$0.00
0-4360-510900		EQUIPMENT	\$500.00	\$0.00	\$0.00
0-4360-511000		BUILDING REPAIRS/ADDITION	\$8,000.00	\$312.29	\$312.29
0-4360-511100		SUPPLIES & MATERIALS	\$4,000.00	\$194.98	\$194.98
0-4360-511200		ELECTRICITY	\$100.00	\$6.51	\$6.51
0-4360-511250		WATER	\$150.00	\$8.54	\$8.54
0-4360-511300		SEWER	\$225.00	\$21.37	\$21.37
0-4360-511350		GARBAGE	\$13,000.00	\$0.00	\$0.00
0-4360-511450		LEASE PROP & RIGHT OF WAY	\$50,000.00	\$3,295.01	\$3,295.01
0-4360-511550		METERS & RELATED EQ	\$200.00	\$0.00	\$0.00
0-4360-511600		MISS UTILITY SERVICE FEES	\$1,500.00	\$362.00	\$362.00
0-4360-519000		MISCELLANEOUS	\$4,000.00	\$0.00	\$0.00
0-4360-560000		CHEMICALS-TREATMENT	\$2,500.00	\$0.00	\$0.00
0-4360-563000		NEW MANHOLES & SEWER LINE	\$5,000.00	\$0.00	\$0.00
0-4360-563050		CORR OF I/I SEWER LINE	\$2,500.00	\$0.00	\$0.00
0-4360-563100		NEW MAINS, LINES & VALVES	\$12,000.00	\$0.00	\$0.00
0-4360-563125		MAINS, LINES & VALVE MAINT	\$6,000.00	\$0.00	\$0.00
0-4360-563150		GRAVEL/STONE	\$1,000.00	\$0.00	\$0.00
0-4360-563175		FIRE HYD/LINES	\$500.00	\$0.00	\$0.00
0-4360-563225		BIRMINGHAM LIFT STATION	\$3,000.00	\$54.39	\$54.39
0-4360-570200		HAND TOOLS & EQUIPMENT	\$16,874.00	\$582.70	\$582.70
0-4360-595200		TRANSFER OUT-IT EXPENSE (GF)	\$476,706.00	\$1,678.65	\$1,678.65
Total Dept.4360		WATER/SEWER LINE MAINT	\$476,706.00	\$27,700.44	\$27,700.44
Total Fund		Water/Sewer Line Maintenance Fund	\$476,706.00	\$27,700.44	\$27,700.44
		Fund Balance			(\$2,590,411.27)



Water/Sewer Line Maintenance Fund
Expenditures

Town of Richlands
Income Statement: 2023 - 2024
For the Period Ending 7/31/2023

Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD
	Total Revenues		\$0.00	\$0.00
	Less Total Expenditures		\$27,700.44	\$27,700.44
	Net Income		(\$27,700.44)	(\$27,700.44)
	New Fund Balance			(\$2,618,111.71)

Town of Richlands
Income Statement: 2023 - 2024
For the Period Ending 7/31/2023



Electric Fund		Account Description	Estimated Revenue	Activity this Period	Revenue YTD
Revenues					
Account Number					
Department 3701					
50-3701-412100		REVENUE	\$14,000.00	\$125.00	\$125.00
50-3701-413300		UTILITY POLE PERMITS	\$3,000.00	\$1,377.91	\$1,377.91
50-3701-413700		INTEREST INCOME	\$10,000.00	\$96.00	\$96.00
50-3701-420000		CONTRACT WORK-ELECTRIC	\$6,700,000.00	\$452,622.12	\$452,622.12
50-3701-420200		ELECTRICAL COLLECTIONS	\$80,000.00	\$4,328.88	\$4,328.88
50-3701-420250		PENALTIES	\$7,000.00	\$480.00	\$480.00
50-3701-420600		SERVICE CHARGES	\$520,574.00	\$38.00	\$38.00
Total Dept.3701		POWER COST ADJUSTMENT	\$7,334,574.00	\$459,067.91	\$459,067.91
Total Fund		REVENUE	\$7,334,574.00	\$459,067.91	\$459,067.91
		Electric Fund	\$7,334,574.00	\$459,067.91	\$459,067.91



**Town of Richlands
Income Statement: 2023 - 2024
For the Period Ending 7/31/2023**

Electric Fund Expenditures	Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD
	Department 4400	ELECTRICAL DEPARTMENT			
	50-4400-500000	SALARIES AND WAGES	\$336,200.00	\$19,589.55	\$19,589.55
	50-4400-501000	INS SOCIAL SECURITY	\$26,628.00	\$1,392.38	\$1,392.38
	50-4400-501100	INS HEALTH	\$61,588.00	\$5,522.00	\$5,522.00
	50-4400-501150	INS-LIFE	\$1,400.00	\$99.84	\$99.84
	50-4400-501200	INS-RETIREMENT PLAN	\$60,000.00	\$4,772.51	\$4,772.51
	50-4400-501225	VRS-VLDP	\$1,000.00	\$52.71	\$52.71
	50-4400-501250	INS WORKMENS COMPENSATION	\$4,050.00	\$0.00	\$0.00
	50-4400-501300	INS GEN LIABILITY/BLDG	\$5,506.00	\$0.00	\$0.00
	50-4400-501350	INS AUTO	\$4,707.00	\$0.00	\$0.00
	50-4400-510100	AUDITING & LEGAL	\$10,000.00	\$646.00	\$646.00
	50-4400-510150	PRINTING & BINDING	\$2,000.00	\$626.59	\$626.59
	50-4400-510250	DUES & MERBERSHIP	\$18,000.00	\$19.01	\$19.01
	50-4400-510350	OFFICE SUPPLIES	\$500.00	\$0.00	\$0.00
	50-4400-510400	POSTAGE	\$8,500.00	\$80.96	\$80.96
	50-4400-510450	TELEPHONE/INTERNET/COMM	\$2,488.00	\$86.79	\$86.79
	50-4400-510500	UNIFORMS	\$7,500.00	\$543.16	\$543.16
	50-4400-510550	TRAINING EXPENSE	\$2,000.00	\$0.00	\$0.00
	50-4400-510600	EQUIPMENT MAINTENANCE	\$3,000.00	\$0.00	\$0.00
	50-4400-510700	VEHICLE MAINT-INSIDE	\$8,000.00	\$676.33	\$676.33
	50-4400-510750	VEHICLE MAINT-OUTSIDE	\$11,000.00	\$0.00	\$0.00
	50-4400-510800	MOTOR FUEL & LUBRICATION	\$15,000.00	\$1,580.44	\$1,580.44
	50-4400-510900	EQUIPMENT	\$4,500.00	\$0.00	\$0.00
	50-4400-511000	BUILDING REPAIRS/ADDITION	\$500.00	\$0.00	\$0.00
	50-4400-511100	SUPPLIES & MATERIALS	\$12,000.00	\$342.36	\$342.36
	50-4400-511150	CLEANING SUPPLIES	\$500.00	\$0.00	\$0.00
	50-4400-511200	ELECTRICITY	\$18,000.00	\$581.96	\$581.96
	50-4400-511250	WATER	\$300.00	\$5.57	\$5.57
	50-4400-511300	SEWER	\$300.00	\$7.37	\$7.37
	50-4400-511350	GARBAGE	\$300.00	\$21.37	\$21.37
	50-4400-511400	ENGINEERING	\$71,421.00	\$3,455.41	\$3,455.41
	50-4400-511450	LEASE PROP & RIGHT OF WAY	\$9,000.00	\$0.00	\$0.00
	50-4400-511500	TRAFFIC SAFETY	\$500.00	\$0.00	\$0.00
	50-4400-511550	METERS & RELATED EQ	\$15,000.00	\$0.00	\$0.00
	50-4400-511600	MISS UTILITY SERVICE FEES	\$300.00	\$5.50	\$5.50
	50-4400-519000	MISCELLANEOUS	\$5,000.00	\$40,750.00	\$40,750.00
	50-4400-570000	POWER PURCHASED	\$6,149,512.00	\$388,092.36	\$388,092.36
	50-4400-570100	TRANSFORMERS & EQUIP	\$15,000.00	\$0.00	\$0.00
	50-4400-570150	SAFETY EQ & SUPPLIES	\$2,000.00	\$0.00	\$0.00
	50-4400-570200	HAND TOOLS & EQUIPMENT	\$3,000.00	\$0.00	\$0.00

Town of Richlands
Income Statement: 2023 - 2024
For the Period Ending 7/31/2023



Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD
30-4400-570250	STREET LIGHTING	\$10,000.00	\$0.00	\$0.00
30-4400-570300	UTILITY POLES	\$5,000.00	\$0.00	\$0.00
30-4400-570350	LOW VOLTAGE DISTRIBUTION	\$15,000.00	\$772.28	\$772.28
30-4400-570400	HIGH VOLTAGE DISTRIBUTION	\$20,000.00	\$0.00	\$0.00
30-4400-570450	SUBSTATION EQ.	\$5,000.00	\$0.00	\$0.00
30-4400-570500	SUBSTATION MAINTENANCE	\$10,000.00	\$0.00	\$0.00
30-4400-570550	FIBER OPTIC EQUIP/SUPPLY	\$12,000.00	\$0.00	\$0.00
30-4400-570600	GLOVE/BLANKET TESTING	\$1,000.00	\$252.42	\$252.42
30-4400-570625	GENERATOR O&M	\$16,000.00	\$0.00	\$0.00
30-4400-570650	VEHICLE TESTING-OUTSIDE	\$2,500.00	\$0.00	\$0.00
30-4400-595100	TRANSFER OUT-ADM EXPENSE (GF)	\$325,000.00	\$9,296.00	\$9,296.00
30-4400-595200	TRANSFER OUT-IT EXPENSE (GF)	\$16,874.00	\$1,678.65	\$1,678.65
Total Dept.4400		\$7,334,574.00	\$480,949.52	\$480,949.52
Total Fund		\$7,334,574.00	\$480,949.52	\$480,949.52
	Fund Balance			\$3,907,568.34
	Total Revenues		\$459,067.91	\$459,067.91
	Less Total Expenditures		\$480,949.52	\$480,949.52
	Net Income		(\$21,881.61)	(\$21,881.61)
	New Fund Balance			\$3,885,686.73



Town of Richlands
Reserve Analysis: 2023 -2024
General Fund
As of July 31, 2023

<u>Actual</u>	
Reserved Cash Balance	\$2,586,817
Unreserved Cash Balance	4,642,433
Total Cash Balance	<u><u>\$7,229,250</u></u>

Projected
Unreserved Cash Balance Rolling 12 Month Low \$4,265,022 Based on lowest point during August 2022 through July 2023

This is a result of paying Sewer and Water Department loans with ARPA funds from the General Fund. An adjusting journal entry is (1,060,914) required in the general ledger.

Less: ARPA Fund Transfer to Sewer and Water Departments	(1,060,914)
Less: Projected Operating Revenues	(855,450) Budgeted revenue of \$8,554,503*10%
Surplus (Shortage)	<u><u>\$2,348,658</u></u>

Town of Richlands
Reserve Analysis: 2023 -2024
Water Department
As of July 31, 2023

<u>Actual</u>	
Reserved Cash Balance	\$1,060,733
Unreserved Cash Balance	1,329,024
Total Cash Balance	<u><u>\$2,389,757</u></u>
<u>Projected</u>	
Unreserved Cash Balance Rolling 12 Month Low	\$1,292,347
	Based on lowest point during August 2022 through July 2023
Add: ARPA Fund Transfer from General Fund	448
	This is a result of paying Sewer and Water Department loans with ARPA funds from the General Fund. An adjusting journal entry is required in the general ledger.
Less: Projected Expenses	(387,033)
	Budgeted expense of \$1,161,098*4 months/12months
Less: Projected Debt Service Payments	(29,065)
	Budgeted payments of \$87,195*4 months/12months
Surplus (Shortage)	<u><u>\$876,697</u></u>

Town of Richlands
Reserve Analysis: 2023 -2024
Sewer Department
As of July 31, 2023

<u>Actual</u>	
Reserved Cash Balance	\$482,482
Unreserved Cash Balance	(1,478,683)
Total Cash Balance	<u><u>(\$996,201)</u></u>
<u>Projected</u>	
Unreserved Cash Balance Rolling 12 Month Low	(\$1,534,153) Based on lowest point during August 2022 through July 2023
Add: ARPA Fund Transfer from General Fund	1,060,466
Less: Projected Expenses	(404,302) Budgeted expense of \$1,212,905*4 months/12months
Less: Projected Debt Service Payments	(14,948) Budgeted payments of \$44,844*4 months/12months
Surplus (Shortage)	<u><u>(\$892,937)</u></u>

This is a result of paying Sewer and Water Department loans with ARPA funds from the General Fund. An adjusting journal entry is 1,060,466 required in the general ledger.

Town of Richlands
Reserve Analysis: 2023 -2024
Electric Department
As of July 31, 2023

<u>Actual</u>	
Reserved Cash Balance	\$1,784,312
Unreserved Cash Balance	3,353,566
Total Cash Balance	<u><u>\$5,137,878</u></u>
<u>Projected</u>	
Unreserved Cash Balance Rolling 12 Month Low	\$2,548,926 Based on lowest point during August 2022 through July 2023
Less: Projected Expenses	(2,444,858) Budgeted expense of \$7,334,574*4 months/12months
Less: Projected Debt Service Payments	0 Budgeted payments of \$0*4 months/12months
Surplus (Shortage)	<u><u>\$104,068</u></u>

Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	Personal Property Tax Ordinance Repeal- 2 nd Reading.		
Staff Contact(s):			
Agenda Date:	September 12, 2023	Item Number:	V.e
Attachment(s):		None	
Reviewed By:	Clarence Monday		

SUMMARY:

The Council adopted this ordinance on 1st reading at the last Council meeting. Item is brought back to Council for the 2nd and final reading.

FINANCIAL IMPACT AND FUNDING SOURCE:

\$155,857 less in operating revenue.

RECOMMENDATION:

Staff recommends Council approve ordinance on 2nd reading in order to complete the repeal process.

"I make a motion to repeal the Personal Property Tax and adopt the said ordinance on second reading."



Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	Electric Rate Change Ordinance		
Staff Contact(s):			
Agenda Date:	September 12, 2023	Item Number:	V.f
Attachment(s):	None		
Reviewed By:	Clarence Monday		

SUMMARY:

At the last meeting, the Council voted to reduce electric rates by 10% across the board. This item will bring this reduction in line with the normal budgetary process.

FINANCIAL IMPACT AND FUNDING SOURCE:

Loss of operating Electric Fund revenue has been shared with the council.

RECOMMENDATION:

Staff recommends updating the budget rider.

"I make a motion to amend the FY 24 Electric Fund Revenue budget and hereby amend the budget ordinance and fee riders accordingly.

Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	Halloween / Trick-or Treat Dates		
Staff Contact(s):			
Agenda Date:	September 12, 2023	Item Number:	V.g
Attachment(s):		None	
Reviewed By:	Clarence Monday		

SUMMARY:

Council Member Jordan Bales requested this item be placed on the agenda for Council's consideration & discussion.

FINANCIAL IMPACT AND FUNDING SOURCE:

N/A

RECOMMENDATION:

Chief Holt recommended continuing to celebrate Halloween (trick or treat) on October 31st from 5:00-7:30PM.

Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	Donations Policy & History of Donations		
Staff Contact(s):			
Agenda Date:	September 12, 2023	Item Number:	V.h
Attachment(s):		None	
Reviewed By:	Clarence Monday		

SUMMARY:

At the previous Council meeting, the Council discussed various philosophies on contributions to outside agencies and asked that the item be placed on the next agenda for further discussion and consideration.

FINANCIAL IMPACT AND FUNDING SOURCE:

N/A and is dependent upon action of the Council.

RECOMMENDATION:

N/A



Complete all information and submit to Town of Richlands. Incomplete applications will not be considered.

Name of Organization: _____

Contact Person: _____

Mailing Address: _____

Phone: _____ Email: _____

Type of sponsorship requested: Monetary In-Kind

Amount you are requesting: \$ _____

Have you received a monetary donation from Town of Richlands in the Past? Yes ___ No ___
If yes, how much and when? _____

Have you received In-Kind services from Town of Richlands in the Past? Yes ___ No ___
If yes, what type of service and when? _____

How exactly will the funds or services you are applying for be used? (List local projects or economic benefit. Be specific).

How will this project address local community needs? _____

How will you measure the success of your project? _____

Describe your organization or program? _____

I certify that the information above is correct and that the sponsorship, if approved, would be used solely as described above.

Signature:

Date:

Note: Any grant receiving more than \$500.00 in donations from the Town of Richlands during any single fiscal year must provide (1) a statement of how such funds were spent and (2) receipts demonstrating the expenditure of the funds. If you have received or plan to receive more than \$500.00 or more from the Town of Richlands, you must submit this information. Such accounting shall be provided within ninety (90) days of the expenditure of said funds.

If upon review of the statements and receipts you provide and it is determined the funds were not spent or not spent on the expenses for which they were requested, your organization will be required to return any such funds as were inappropriately spent and may not be eligible for additional funding during the current fiscal year.

Please sign you accept the terms and conditions if you are awarded a donation.

Signature:

Date:

OFFICE USE ONLY

RECEIVED:

RECOMMENDATION:

APPROVAL:

NOTIFY APPLICANT:

REVISED Guideline for Donation Requests

Number of Participants	Donation
1-10	\$50 - \$200
11-50	\$50 - \$300
51-150	\$50 - \$400
151-500	\$50 - \$500
501 & Up	Town Council will discuss.

Donations for Town functions will be discussed by Town Council.

FY 23-24

Donation commitments by Council

CART MATCHING GRANT \$10k	\$5,500
Teen Venture -donation for utilities	<u>\$3,000</u>
total commitments to date for FY23-24	\$8,500

as of September 1, 2023

Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	Donation Request- SWVA Community College- Festival of the Arts		
Staff Contact(s):			
Agenda Date:	September 12, 2023	Item Number:	V.i
Attachment(s):		Add Funding Request Letter	
Reviewed By:	Clarence Monday		

SUMMARY:

This financial request was discussed at a previous Council meeting and remains outstanding.

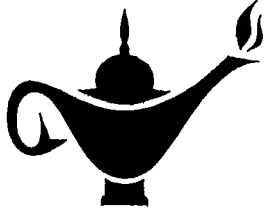
FINANCIAL IMPACT AND FUNDING SOURCE:

\$500

The funds have not been budgeted for that purpose if the Council decides to fund the request.

RECOMMENDATION:

Staff recommends that the Council approve the request if so desired, appropriate the funds, and authorize the staff to notify the requestor.



Southwest

Virginia Community College
Educational Foundation, Inc.

P. O. Box 1110, Richlands, VA 24641

August 1, 2023

Rod Cury, Mayor
Town of Richlands
200 Washington Square
Richlands, VA 24641

Dear Mr. Cury and Council,

We are pleased to report that the 2023 Festival of the Arts sponsored by the Southwest Virginia Community College Educational Foundation was a great success. A total of 18 events took place over 14 days. Audience participation was excellent and many new faces were in those audiences. The theme, *20/20 Spotlight on Visionaries: Throughout Time, Around the World* resonated with many people, including SWCC students, faculty and staff and communities in the College service region. Enclosed is some material for you to see the width, depth and scope of the Festival. Your support helped make it all happen!

April 14-28, 2024 will celebrate *Our French Connections!* The first week of the Festival will be planned and produced by the SWCC School of the Arts which will include music, theater, dance, visual and culinary arts. The second week will include performances by the excellent and popular *Knoxville Symphony Chamber Orchestra, Piano x Three and Camerata Virtuosi New York*. As we plan for the 2024 Festival, We hope you will continue your usual level of support of \$500 which is so critical to the success of the Festival. Your support is never taken for granted!

Thank you for your important leadership and support.

Sincerely,

Mary W. Lawson, Director
Festival of the Arts. 276-385-0104

Morgan Gilbert, Director
SWCC School of the Arts

c Clarence Monday, Interim Manager
Susan Lowe, Executive Director
SWCC Educational Foundation, Inc.

***SWCC Festival of the Arts
Our French Connections!
APRIL 4-5, 13-28, MAY 3, 2024***

- Thursday, April 4: *Richmond Ballet*, 7:00 p. m., SWCC King Community Center
- Friday, April 5: *Richmond Ballet*, 10:30 a.m., Student Event, SWCC King Community Center
- Saturday, April 13: *SWCC School of the Arts Musical Theater*, 7:00 p.m., SWCC King Community Center
- Sunday, April 14 : *SWCC School of the Arts Musical Theater*, 3:00 p.m., SWCC King Community Center
- Monday, April 15: *Cultural Walk and Empty Bowls Dinner* 6:30 p.m. and *Performance* 7:30 p.m., SWCC King Community Center
- Saturday, April 20: *EagleCon*, 12 noon-4:00 p.m., Ratliff Commons, Dellinger Hall
Antwan Spring Concert, 7:00 p. m., Dickenson Hall Parking Lot
- Sunday, April 21: *Piano x Three* featuring Pavlina Dokovska, Vladimir Valjarevic and Joseph Trivette
3:00 p.m., SWCC Charles R. King Community Center
Reception, hosted by Kathy and Larry Mitchell, to follow Concert
- Monday, April 22: *Camerata Virtuosi New York*
in memory of Betty T. Corte
7:30 p.m., First United Methodist Church, College Avenue, Bluefield, VA
- Tuesday, April 23: *Camerata Virtuosi New York*
Gaynelle Lockhart Albert Memorial Concert
7:30 p.m., Elk Garden United Methodist Church, Elk Garden
- Thursday, April 25: *Camerata Virtuosi New York*
Jan McClure Memorial Concert
7:30 p.m., Tazewell Baptist Church, Tazewell
- Sunday, April 28: *Festival Finale: Knoxville Symphony Chamber Orchestra*
4:00 p.m., SWCC Charles R. King Community Center
- Friday, May 3: SWCC School of the Arts Culinary Student Seminar Dinner, 6:30 p. m,
SWCC King Community Center.

To be Scheduled by School of the Arts: *Festival Art Exhibit*
Moulin Rouge Cabaret Show
French Movie Marathon
French Macaron Cooking Class

Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	Donation Request- SWVA Community College- Festival of the Arts		
Staff Contact(s):			
Agenda Date:	September 12, 2023	Item Number:	V.i
Attachment(s):		Add Funding Request Letter	
Reviewed By:	Clarence Monday		

SUMMARY:

This financial request was discussed at a previous Council meeting and remains outstanding.

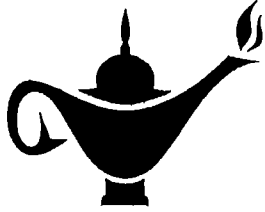
FINANCIAL IMPACT AND FUNDING SOURCE:

\$500

The funds have not been budgeted for that purpose if the Council decides to fund the request.

RECOMMENDATION:

Staff recommends that the Council approve the request if so desired, appropriate the funds, and authorize the staff to notify the requestor.



Southwest
Virginia Community College
Educational Foundation, Inc.
P. O. Box 1110, Richlands, VA 24641

August 1, 2023

Rod Cury, Mayor
Town of Richlands
200 Washington Square
Richlands, VA 24641

Dear Mr. Cury and Council,

We are pleased to report that the 2023 Festival of the Arts sponsored by the Southwest Virginia Community College Educational Foundation was a great success. A total of 18 events took place over 14 days. Audience participation was excellent and many new faces were in those audiences. The theme, *20/20 Spotlight on Visionaries: Throughout Time, Around the World* resonated with many people, including SWCC students, faculty and staff and communities in the College service region. Enclosed is some material for you to see the width, depth and scope of the Festival. Your support helped make it all happen!

April 14-28, 2024 will celebrate *Our French Connections!* The first week of the Festival will be planned and produced by the SWCC School of the Arts which will include music, theater, dance, visual and culinary arts. The second week will include performances by the excellent and popular *Knoxville Symphony Chamber Orchestra, Piano x Three and Camerata Virtuosi New York*. As we plan for the 2024 Festival, We hope you will continue your usual level of support of \$500 which is so critical to the success of the Festival. Your support is never taken for granted!

Thank you for your important leadership and support.

Sincerely,

Mary W. Lawson, Director
Festival of the Arts. 276-385-0104

Morgan Gilbert, Director
SWCC School of the Arts

c Clarence Monday, Interim Manager
Susan Lowe, Executive Director
SWCC Educational Foundation, Inc.

***SWCC Festival of the Arts
Our French Connections!
APRIL 4-5, 13-28, MAY 3, 2024***

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To be Scheduled by School of the Arts: *Festival Art Exhibit*
Moulin Rouge Cabaret Show
French Movie Marathon
French Macaron Cooking Class

Town of Richlands, VA

Town Council Meeting

Staff Summary

Non- Action Item

Agenda Title:	Four County Transit- Activity Report for the Fiscal Year		
Staff Contact(s):			
Agenda Date:	September 12, 2023	Item Number:	V.j
Attachment(s):		Activity Report	
Reviewed By:	Clarence Monday		

SUMMARY:

See attached report for informational purposes only.

FINANCIAL IMPACT AND FUNDING SOURCE:

N/A

RECOMMENDATION:

Informational purposes only, and no action required.

**TOWN OF RICHLANDS
TRANSIT SERVICE ACTIVITY REPORT
FISCAL YEAR
JULY 2022 TO JUNE 2023**

The following is the Activity Report for the fiscal year. The period is July 2022 through June 2023. **There were a total of 14,652 one-way trips during this 12-month period.**

The number of trips by month is as follows:

July 2022	922
August 2022	1,206
September 2022	1,111
October 2022	993
November 2022	1,229
December 2022	1,371
January 2023	1,266
February 2023	1,265
March 2023	1,276
April 2023	1,253
May 2023	1,381
June 2023	1,379

The breakout by pick-up points of boarding for the 12-month period is as follows:

Brickyard Shopping Center	2,636
Carter Shopping Center	219
Clinch Valley Medical Center	636
Doran Grocery	369
Downtown Shops	266
Fairfax Apartments	1,015
Good Samaritan Food Pantry	217
Hunter's Ridge Apartments	3,689
Magic City Shopping Center	297
Magic Mart	85
Oxford Square Apartments	2,664
Richlands Mall	2,061
Town Hall	310
William Fields Park	188

Thank you for your support.

Prepared by:
Jennifer Raines
Four County Transit

Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	Pavement Milling / Striping / Reflector Replacement		
Staff Contact(s):	Clarence Monday		
Agenda Date:	September 12, 2023	Item Number:	V. k
Attachment(s):	N/A		
Reviewed By:	Clarence Monday and Susan Whitt		

SUMMARY:

Staff solicited sealed bids for milling of pavement, striping of newly installed pavement, and replacing pavement reflectors. Bids were due to the Town prior to the Council Meeting. Once bids are opened, Staff will ask the Council to award the low bid to perform said work. This work will be coordinated by the Town staff to coincide with the previous pavement bid that was recently awarded.

FINANCIAL IMPACT AND FUNDING SOURCE:

Project funding will come from the annual VDOT street maintenance funds.

RECOMMENDATION:

Staff recommends approval of the low bid that is discussed in the meeting by the staff.

Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	Sale of Surplus Police Cars		
Staff Contact(s):	Clarence Monday		
Agenda Date:	September 12, 2023	Item Number:	V. I
Attachment(s):		Description of Property Spreadsheet	
Reviewed By:	Clarence Monday and Susan Whitt		

SUMMARY:

The Police Chief has determined that (5) fleet police cars have exceeded their useful life and has removed these vehicles from service. Said vehicles are parked, not being used, and not worthy of repair. The Town Manager declares the vehicles as surplus property and requests concurrence from the council.

Staff solicited sealed bids for purchase of these vehicles, and the bid opening is the day of and a few hours prior to the council meeting.

FINANCIAL IMPACT AND FUNDING SOURCE:

No cost to the town; instead, proceeds from the sale of the vehicles will be recognized as a revenue source in the General Fund.

RECOMMENDATION:

Staff recommends that the council declare the said vehicles as surplus property and authorize the sale of the vehicles to the highest bidder.

Newspaper Advertisement



The Town of Richlands is currently seeking sealed bids for the sale of former police vehicles that have been deemed surplus property. The listing of surplus property can be obtained on the Town's website at Town.Richlands.va.us or by emailing Lt. Matt Whited at mwhited@richlands-va.gov

Surplus vehicles may be viewed in person on September 5-8 from 8 AM - 5 PM. To do so, go to the Richlands Police Dept at 1851 Cranwell Dr., Richlands VA 24641.

SEALED BIDS are to be delivered or mailed to the Town of Richlands, 200 Washington Square, Richlands Va. 24641, Attn: Town Manager. **SEALED BIDS must be received by 4:00 pm on Monday, Sept. 11, 2023**, and must include Bidder's Name, Address, Phone Number, Item number of property including Year / Make / Model / Description of Property and bid amount.

SEALED BIDS will be opened at Town Hall at 2:00 PM, Tuesday, September 12, 2023.

Payments are to be made in full and removal of surplus property must be completed within 15 days of successful bids.

All items are being SOLD "AS IS", and the Town of Richlands reserves the right to refuse ANY BIDS submitted.

RICHLANDS POLICE DEPARTMENT

1851 CRANWELL DR.

RICHLANDS VA, 24641

CAR #	MAKE / MODEL/COLOR	YEAR	VIN #	MILEAGE
30	FORD CROWN VIC - GREY POLICE	2006	2FAHP71W47X121660	? 150 K
33	FORD CROWN VIC - BLACK WHITE POLICE	2009	2FAHP71VX9X126114	?
34	DODGE CHARGER-BLACK WHITE RWD POLICE	2013	2C3CDXAT60H721755	? 115 K
47	DODGE CHARGER-BLACK WHITE AWD POLICE	2014	2C3CDXKT1EH334885	? 115 K
57	DODGE CHARGER-BLACK WHITE AWD POLICE	2017	2C3CDXKT1HH649818	? 60 K

- POLICE VEHICLES BEEN SOLD TO A NON LAW ENFORCEMENT AGENCY WILL BE STRIPPED OF ALL POLICE EQUIPMENT AND MARKINGS PRIOR TO FINAL SALE.

Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	Cumberland Plateau Regional Housing Authority- Payment in Lieu of Taxes for Fairfax Court Apartments		
Staff Contact(s):			
Agenda Date:	September 12, 2023	Item Number:	V.m
Attachment(s):		Letter of Request	
Reviewed By:			

SUMMARY:

The agency is requesting relief from its obligation for a payment in lieu of taxes. Such approval must be granted by the governing body.

FINANCIAL IMPACT AND FUNDING SOURCE

\$1,373.87 in taxes that would not be collected

RECOMMENDATION:

Staff recommends the Council debate the request and decide if it would like to honor the request.

"I make a motion to waive the payment in lieu of taxes as requested."



**CUMBERLAND PLATEAU REGIONAL
HOUSING AUTHORITY**

P.O. BOX 1328 / LEBANON, VIRGINIA 24266
Tel.: (276) 889-4910 / TDD# 1-800-545-1833 Ext. 418
FAX (276) 889-4615
www.cprha.org

Keith L. Viers, Executive Director

H. Truman Mullins, Chairman
Ramona Simmons, Vice Chair
James N. Horn, Commissioner
Judy E. Lockridge, Commissioner
Richard Blankenship, Commissioner
Jim O'Quinn, Commissioner

September 1, 2023

The Honorable Rod Cury
Mayor of the Town of Richlands
200 Washington Square
Richlands, VA 24641

RE: Payment in Lieu of Taxes for Fairfax Court Apartments

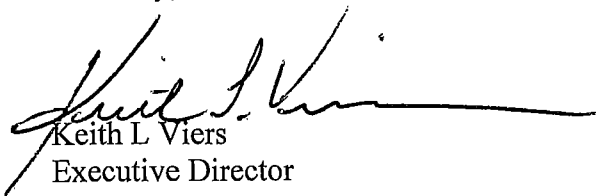
Dear Mayor Cury,

On behalf of the Cumberland Plateau Regional Housing Authority, I am writing to request that the Town of Richlands continue to waive the Authority's payment in lieu of taxes in the amount of \$1,373.87 for fiscal year ending March 31, 2023.

I want to thank you in advance for your favorable consideration of our request and ask that you signify your agreement by signing the attached statement as our auditor requires confirmation of your agreement.

Please contact me with any questions regarding this request. As always, we appreciate your interest in and the continued support of Fairfax Court Apartments.

Sincerely,



Keith L Viers
Executive Director

Attachment



I, as agent for the Town of Richlands, hereby agree to waive the payment in lieu of taxes for fiscal year of 2023. This agreement will require annual consideration for future waiver approval. The Authority has identified use of these funds for resident services.

Signed: _____
Title: _____
Date: _____

Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	EMS VRS Update Request		
Staff Contact(s):			
Agenda Date:	September 12, 2023	Item Number:	V.n
Attachment(s):		None	
Reviewed By:	Clarence Monday		

SUMMARY:

Council Member Laura Mollo requested this item be placed on the agenda for Council discussion and consideration.

FINANCIAL IMPACT AND FUNDING SOURCE:

Unknown at this time.

RECOMMENDATION:

Staff recommends the Council discuss the matter and direct the staff as to any necessary action.

Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	Community Development Building Discussion		
Staff Contact(s):			
Agenda Date:	September 12, 2023	Item Number:	V.o
Attachment(s):		None	
Reviewed By:	Clarence Monday		

SUMMARY:

Council Member Laura Mollo requested this item be placed on the agenda for Council discussion and consideration.

FINANCIAL IMPACT AND FUNDING SOURCE:

Unknown at this time

RECOMMENDATION:

Staff recommends the Council discuss the matter and direct the staff to any necessary action.

Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	Request for Bids for Grapple Truck		
Staff Contact(s):	Ronnie Campbell		
Agenda Date:	September 12, 2023	Item Number:	VI. b.
Attachment(s):			
Reviewed By:	Clarence Monday and Susan Whitt		

SUMMARY:

Finance has solicited invitations for bid to purchase a used Grapple Truck. The current truck is very old, inoperable and not cost effective to repair. This truck is used for bulk and brush pickup and storm damage. Staff is unable to provide reliable service in these areas at the present time. In addition, it provides a safe and efficient method to handle hazardous and heavy items.

FINANCIAL IMPACT AND FUNDING SOURCE:

Staff is waiting for deadline of sealed bids and working with Town Council on funding source, if approved. New trucks are approximately \$250K and used models should be much less.

RECOMMENDATION:

Given the need to provide safe and reliable service, Staff recommends Town Council approve purchase of used Grapple Truck.

LAW OFFICES
GILLESPIE, HART, PYOTT, THOMAS & HUNTER, P.C.

P.O. BOX 718
TAZEWELL, VIRGINIA 24651

F. BRADLEY PYOTT (VA & WV)
MICHAEL A. THOMAS
WILLIAM C. HUNTER, JR.

(276) 988-5525
FAX (276) 988-6427

CARL C. GILLESPIE, SR. (1909-2002)
HARRIS HART II (1928-2001)
ROBERT B. ALTIZER (1950-2022)
CARL C. GILLESPIE, JR. (1932-2023)

ERIC D. WHITESSELL, OF COUNSEL

ESTABLISHED 1931

July 12, 2023

Mr. Clarence Monday, Interim Manager
Town of Richlands
200 Washington Square
Richlands, VA 24641

In Re: Fee Adjustment for Gillespie, Hart, Pyott, Thomas & Hunter, P.C.
as attorneys for the Town of Richlands

Dear Clarence:

This letter is a notification that the law firm of Gillespie, Hart, through its individual attorneys who represent the Town of Richlands in various civil matters as the town directs, will be billing at a rate of \$225.00/hr. for all services rendered effective January 1, 2024. We will continue billing at our previously agreed upon rate until the end of this calendar year.

It has been, and continues to be a privilege and honor to serve the Town of Richlands in the capacity as its town attorney. We strive to give the town the most competent, professional, and efficient service as its counsel, and we pride ourselves in being able to do so at a cost which is reasonable and cost effective for the town. We believe that this increase is necessary, in part, to the continually rising cost of the operation and maintenance of our law practice, the costs for which we are seeing continuing increases in premiums for malpractice and health insurance, and general operating expenses. These increases have left us little choice but to raise our hourly rates with the Town and other municipal clients in order to keep up with the continuing rise in the cost of doing business. These cost increases dictate that a fee adjustment be made in order to compensate for the increased costs that we have encountered and will continue to face in the foreseeable future.

Again, we appreciate the opportunity to represent the Town in this capacity, and are truly appreciative of the council's understanding and agreement to our requested fee adjustment. With this I remain,

Sincerely Yours,

GILLESPIE, HART, PYOTT, THOMAS & HUNTER, P.C.

Michael A. Thomas
Michael A. Thomas

MAT/mam
cc: Rod Cury, Mayor

CONFIDENTIAL



**August 2023
MONTHLY TRAFFIC SUMMARY**

No Valid O.L.	3	Expired Rejection Sticker	5
No Operator's License	2	Driving While Revoked	7
Improper Registration	3	Expired Registration	1
Submit False Evidence of Insurance	1	Following Too Close	1
Fail to Stop at Stop Sign	1	Fail to Maintain Control	2
Fail to Yield Right of Way	1	Speeding	9
WARNING: Fail to Stop Before Entering Hwy	1	WARNING: No Headlights	1
WARNING: Speeding	11	WARNING: Fail to Stop at Stop Sign	1
WARNING: Under glow Lights on Roadway	1	WARNING: Loud Exhaust	1
WARNING: Improper Registration	1	WARNING: Notice of Suspension	1

TOTAL NUMBER TRAFFIC SUMMONS ISSUED: 36

TOTAL NUMBER OF TRAFFIC WARNING'S: 18

ANIMAL CONTROL / ORDINANCE VIOLATIONS SUMMARY

Dog (Dog at Large) Returned to Owner	3	Dog (Dog at Large) Took to the Shelter	2
Dog/Cat Took to the Vet	2	Trash Violation	12
High Grass Violation	28	Inoperable Vehicle	10

TOTAL NUMBER ANIMAL CONTROL / ORDINANCE VIOLATIONS ACTIONS: 57

COUNCIL REPORT

September 6, 2023

TOTAL CALLS FOR SERVICE THROUGH AUGUST 31, 2023	4,849
TOTAL CALLS FROM JANUARY 1, 2022 TO AUGUST 31, 2022	3,783

INCREASE OF	1,066
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TOTAL CALLS FOR THE MONTH OF AUGUST 2023	725
TOTAL CALLS FOR THE MONTH OF AUGUST 2022	454

INCREASE OF	271
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**TOWN OF RICHLANDS
EVENT PERMIT APPLICATION**

ORGANIZER INFORMATION:

EVENT SPONSOR/ORGANIZATION: Richlands High School
ADDRESS: 138 Tornado Alley
CITY: Richlands STATE: VA ZIP CODE: 24641
PHONE: 276-964-4602 EMAIL: kgoodman@tcpstva.org

EVENT ORGANIZER NAME: Kelly Goodman & Chase Meade-Pattow
ADDRESS: 138 Tornado Alley
CITY: Richlands STATE: VA ZIP CODE: 24641
PHONE: 276-964-4602 EMAIL: kgoodman@tcpstva.org cpattow@tcpstva.org
DAY OF EVENT PHONE: 276-964-4602 / 276-971-2414

EVENT INFORMATION:

EVENT NAME: Richlands High Homecoming Parade
EVENT CATEGORY: PARADE FAIR FESTIVAL FUNDRAISER RACE/WALK
 CONCERT CARNIVAL HISTORICAL CELEBRATION
 MEETING/GATHERING DEMONSTRATION
OTHER (PLEASE DESCRIBE): _____

REQUESTED LOCATION: RPD - Floyd Avenue - Front Street, Suffolk Ave, 2nd St.

EVENT DATES(S) & TIMES: September 28, 2023 5:00 - 7:00

EVENT SET-UP & TIME: Line-up requested @ 5:30, Parade begin @ 6:00

EVENT BREAKDOWN & TIME: _____

IF NEEDED, REQUESTED RAIN DATES(S) & TIME(S): None

ARE YOU REQUESTING A STREET CLOSURE? YES NO
IF YES, PLEASE LIST STREET(S). IF A RACE/WALK, PLEASE LIST ROUTE AND ATTACH MAP.

ARE YOU REQUESTING TOWN SERVICES? YES NO
PLEASE DESCRIBE SERVICES NEEDED: Police / Shut Down Street

ESTIMATED EVENT ATTENDEES: _____

WILL YOUR EVENT HAVE AMPLIFIED SOUND? YES NO

Fire/Rescue/Band (EHS)

IF YES, WHAT TYPE OF SOUND WILL BE USED? SPEAKING ONLY _____ LIVE BAND

DJ/SOUND SYSTEM _____ OTHER

WILL ALCOHOLIC BEVERAGES BE SERVED? YES _____ NO

IF YES, PLEASE DESCRIBE: N/A

WILL FOOD BE DISTRIBUTED AT THE EVENT? YES _____ NO

IF YES, A TEMPORARY FOOD PERMIT MAY BE REQUIRED BY THE STATE HEALTH DEPARTMENT.

EVENT SET-UP:

DESCRIBE YOUR EVENT AND EVENT SET-UP, PLEASE USE THE NEXT PAGE TO CREATE EVENT VENUE LAYOUT.

Parade, line up by 5:30, Parade begin @ 6:00. Map attached for Route.

AGREEMENT/RELEASE:

By completing this request, the applicant understands that the event sponsor (s) and organizer(s) will hold harmless and indemnify the Town of Richlands, its employees, and agents against injury, loss, or damage occurring as a result of this event.

The applicant and sponsor(s) also agree to provide any additional information requested by the Town of Richlands, and to provide any event changes to the Town of Richlands in a reasonable time before/during the event. If you have any questions, please contact the Community Development Center at 276-964-2564.

APPLICANT SIGNATURE: Chase [Signature] DATE: 9/5/23

APPLICATION MUST BE SUBMITTED "60" DAYS IN ADVANCE OF EVENT.

FOR OFFICE USE ONLY:

DATE APPLICATION APPROVED/DENIED: [Signature], Interim Town Manager

APPLICATION FORWARDED TO ADDITIONAL DEPARTMENTS:

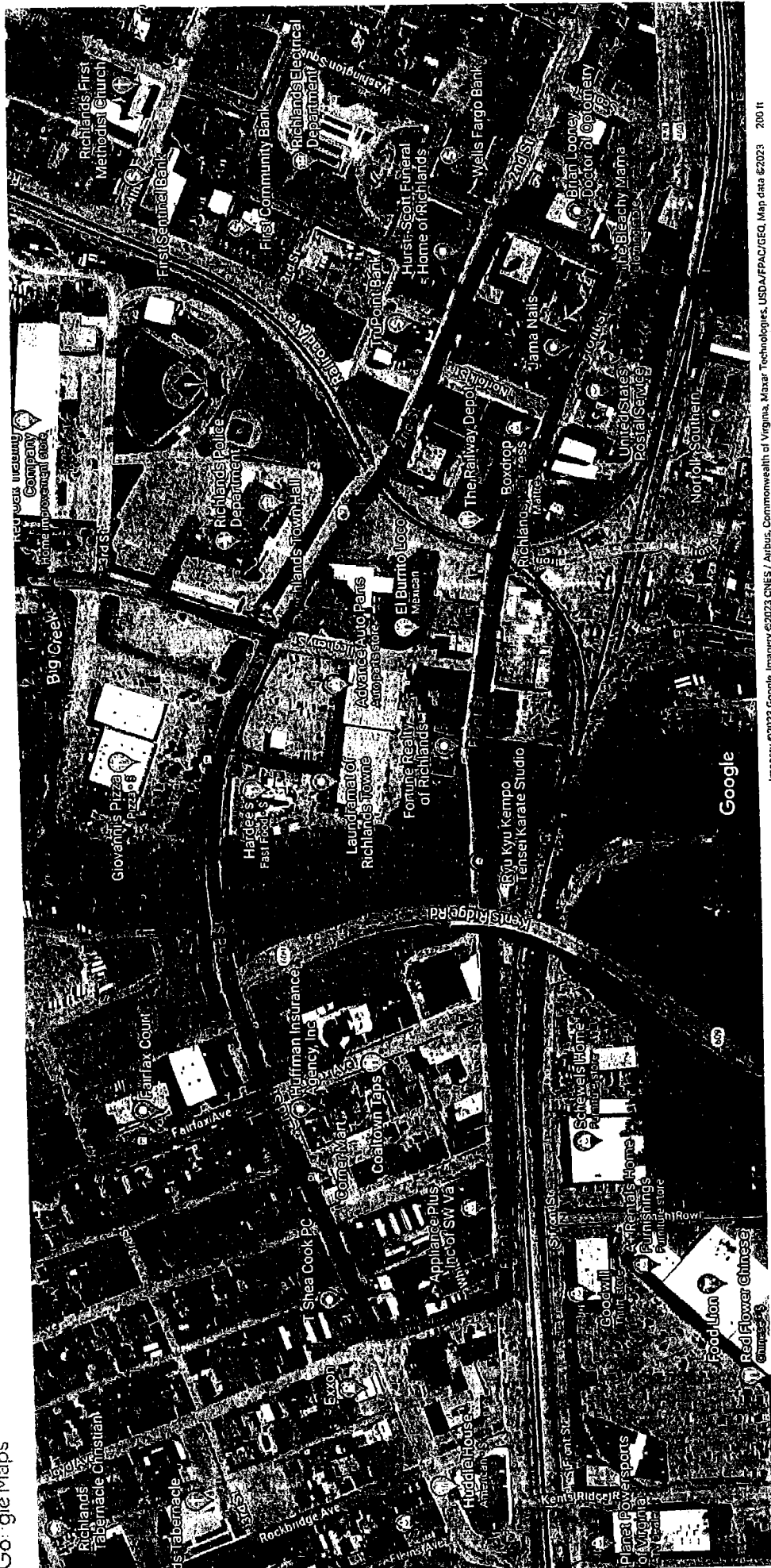
APPROVAL SIGNATURES:

_____	_____
_____	_____
_____	_____
_____	_____

EVENT LAYOUT/DIAGRAM:

PLEASE USE THE SPACE BELOW TO DRAW A DIAGRAM OF THE EVENT LAYOUT OR AS ADDITIONAL SPACE TO DESCRIBE YOUR EVENT. MAKE SURE TO LIST ANY STRUCTURES OR EQUIPMENT THAT WILL BE SET UP INCLUDING TENTS, TABLES, SOUND SYSTEM, RENTED EQUIPMENT (BOUNCE HOUSE, SHADE STRUCTURES, PORT-A-JOHNS, ETC.)

Map is attached



Google