



## PUBLIC NOTICE

Notice is hereby given that the Richlands Town Council and the Richlands Planning Commission will hold a JOINT PUBLIC HEARING on Tuesday, the 11<sup>th</sup> day of June, 2024, at 5:45 p.m. (or as soon thereafter), in the council chambers at the Richlands Municipal Building located at 200 Washington Square, Richlands, Virginia, for the purpose of taking public comment regarding the proposed conditional use permit (a.k.a., "Special Exception Permit") request located at Tax Map #123 A 0102A or 319 Greenfield Drive with regards to the proposed purpose of placing a mobile home.

Copies of said application are available for review and examination by the public at the office of the Richlands Town Manager at 200 Washington Square, Richlands, Virginia 24641.

All parties in interest and citizens may appear on the above date and be heard in this matter.

TOWN OF RICHLANDS, VIRGINIA

Jason May, MPA

Richlands Town Manager



## **AGENDA**

### **TOWN COUNCIL MEETING**

At Richlands Town Hall

June 11, 2024

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 (May)
  - b. Minutes –May 14, 2024, Public Hearing on Proposed FY 2024/2025 Budget, May 14, 2024, Public Hearing on Rates, May 14, 2024, Regular Scheduled Meeting, and May 28, 2024, Special Called Meeting.
- V. Scheduled Public Comments (5 Minute Max)
  - a. Jacob Vandyke
- VI. Unscheduled Public Comments (3 Minute Max)
- VII. Agenda Items
  - a. National Garden Week
  - b. Stephen Gooch, Rescue Collections
  - c. Budget Amendments
  - d. Contract for Federal Grants
  - e. Fire Station RFP
  - f. Swimming Pool Design RFP
- VIII. Monthly Financial Report
- IX. Attorney Report

- X. Town Manager Report
  - a. June 15 Movie Night (Toy Story)
  - b. June 14 Mural Re-dedication
  - c. Cumberland Forest Grant
  - d. Wastewater Upgrade
  
- XI. Council Members Report
  - a. Laura Mollo
  - b. Jan White
  - c. Jordan Bales
  - d. Rick Wood
  - e. Gary Jackson
  - f. Seth White
  
- XII. Mayor's Comments
  
- XIII. Executive Closed Session
  - a. Pending Litigation -Va. Code Section 2.23711 (A) (7)
  
- XIV. Adjourn Meeting

**Next Regular Meeting is July 9, 2024.**



## PUBLIC NOTICE

Special Called Meeting of the Richlands Town Council, called by Rod Cury, Mayor of Town of Richlands, is scheduled for June 25, 2024, at 6:00 pm at the Richlands Town Hall at 200 Washington Square, Richlands, VA.

Topic Discussion: to hear and vote on Planning Commission's recommendation for the Application for Conditional Use Permit for 1135 Birmingham Road.



---

Rod D. Cury, Mayor



## PUBLIC NOTICE

Notice is hereby given that the Richlands Town Council and the Richlands Planning Commission will hold a JOINT PUBLIC HEARING on Tuesday, the 25<sup>th</sup> day of June, 2024, at 6:00 p.m. (or as soon thereafter), in the council chambers at the Richlands Municipal Building located at 200 Washington Square, Richlands, Virginia, for the purpose of taking public comment regarding the proposed conditional use permit (a.k.a., "Special Exception Permit") request located at Tax Map #123 A 0130 or 1135 Birmingham Road with regards to the proposed purpose of placing a mobile home.

Copies of said application are available for review and examination by the public at the office of the Richlands Town Manager at 200 Washington Square, Richlands, Virginia 24641.

All parties in interest and citizens may appear on the above date and be heard in this matter.

TOWN OF RICHLANDS, VIRGINIA

Jason May, MPA

Richlands Town Manager

Jackie & Vicki Mullins  
P.O. Box 452  
Pounding Mill, VA 24637

Dear Jacki & Vicki Mullins:

June 7, 2024

Notice is hereby given that the Richlands Town Council and the Richlands Planning Commission will hold a JOINT PUBLIC HEARING on Tuesday, the 25<sup>th</sup> day of June, 2024, at 6:00 p.m. (or as soon thereafter), in the council chambers at the Richlands Municipal Building located at 200 Washington Square, Richlands, Virginia, for the purpose of taking public comment regarding the proposed conditional use permit (a.k.a., "Special Exception Permit") request located at Tax Map #123 A 0130 or 1135 Birmingham Road with regards to the proposed purpose of placing a mobile home.

Copies of said application are available for review and examination by the public at the office of the Richlands Town Manager at 200 Washington Square, Richlands, Virginia 24641.

All parties in interest and citizens may appear on the above date and be heard in this matter.

TOWN OF RICHLANDS, VIRGINIA

Jason May, MPA

Richlands Town Manager

Dean Martin  
1016 Purcell Road  
Richlands, VA 24641

Dear Mr. Martin:

June 7, 2024

Notice is hereby given that the Richlands Town Council and the Richlands Planning Commission will hold a JOINT PUBLIC HEARING on Tuesday, the 25<sup>th</sup> day of June, 2024, at 6:00 p.m. (or as soon thereafter), in the council chambers at the Richlands Municipal Building located at 200 Washington Square, Richlands, Virginia, for the purpose of taking public comment regarding the proposed conditional use permit (a.k.a., "Special Exception Permit") request located at Tax Map #123 A 0130 or 1135 Birmingham Road with regards to the proposed purpose of placing a mobile home.

Copies of said application are available for review and examination by the public at the office of the Richlands Town Manager at 200 Washington Square, Richlands, Virginia 24641.

All parties in interest and citizens may appear on the above date and be heard in this matter.

TOWN OF RICHLANDS, VIRGINIA

Jason May, MPA

Richlands Town Manager

Thelma Faye Brown Cochran  
292 Moore Mountain Road  
Cedar Bluff, VA 24609

Dear Thelma:

June 7, 2024

Notice is hereby given that the Richlands Town Council and the Richlands Planning Commission will hold a JOINT PUBLIC HEARING on Tuesday, the 25<sup>th</sup> day of June, 2024, at 6:00 p.m. (or as soon thereafter), in the council chambers at the Richlands Municipal Building located at 200 Washington Square, Richlands, Virginia, for the purpose of taking public comment regarding the proposed conditional use permit (a.k.a., "Special Exception Permit") request located at Tax Map #123 A 0130 or 1135 Birmingham Road with regards to the proposed purpose of placing a mobile home.

Copies of said application are available for review and examination by the public at the office of the Richlands Town Manager at 200 Washington Square, Richlands, Virginia 24641.

All parties in interest and citizens may appear on the above date and be heard in this matter.

TOWN OF RICHLANDS, VIRGINIA

Jason May, MPA

Richlands Town Manager



TOWN OF RICHLANDS  
 200 WASHINGTON SQUARE  
 RICHLANDS, VA 24641  
 PHONE (276) 964-2566 FAX (276) 963-2889

UNIVERSAL ZONING PERMIT APPLICATION

Applicant Name Jackie & Vicki Mullens Phone Number 276 971 5431  
 Business Name \_\_\_\_\_ Type of Business \_\_\_\_\_  
 Contact Person Paula Elsworth Phone Number 276-701-7568  
 Location of Business or Work Site \_\_\_\_\_ Tax Map Number 123 A 0130  
 Mailing Address of Contractor or Business \_\_\_\_\_ E-mail Address paulelsworth@gmail.com  
 Contractor Handy B. O'Leary Contracting Phone Number 276-701-7568 Contractor License 2705 070652  
 Property Owner Jackie & Vicki Mullens Mailing Address 1135 Bivins Road  
 Owner Contact \_\_\_\_\_ Phone Number \_\_\_\_\_  
 Applicant is: Individual  Firm/Partnership \_\_\_\_\_ Corporation \_\_\_\_\_ Project Cost 90,000  
 Request Permit to: Build a Structure \_\_\_\_\_ Remodel a Structure \_\_\_\_\_ Rewire a Structure \_\_\_\_\_ Remove a Structure \_\_\_\_\_ Place a Structure \_\_\_\_\_  
 Place a singlewide manufactured home for residential use  Place a doublewide manufactured home for residential use \_\_\_\_\_

\*Placement of a singlewide Manufactured Home on a private lot requires a conditional use permit from Town Council\*  
 \*(Placement in a mobile home park or other rental property requires a rental agreement letter from the property owner or park manager)\*

Use: Residential  Commercial \_\_\_\_\_ Outbuilding \_\_\_\_\_ Garage \_\_\_\_\_ Single Story \_\_\_\_\_ Multi Story \_\_\_\_\_  
 Existing \_\_\_\_\_ Build New \_\_\_\_\_ Remodel \_\_\_\_\_ Rewire \_\_\_\_\_ Plumb \_\_\_\_\_ Site plans \_\_\_\_\_ Construction plans \_\_\_\_\_

Description of Project: \*(Site and Construction Plans Required for erection, placement, or additions)\*

Set 16 x 76 Single wide Connect Power water & Sewer

Structural Dimensions: Length 76 Width 16 Height above grade 10' Number of floors 1

Erect Sign: Height \_\_\_\_\_ Length \_\_\_\_\_ Width \_\_\_\_\_ Type of Material \_\_\_\_\_ Power \_\_\_\_\_ From \_\_\_\_\_

Attachments \_\_\_\_\_

UTILITIES

Power Provider TEP Load description 240/200 amp  
 Water Public \_\_\_\_\_ (Provider) Richlands Private \_\_\_\_\_ Well \_\_\_\_\_ Other \_\_\_\_\_  
 Sewer Public \_\_\_\_\_ (Provider) Richlands Private \_\_\_\_\_ Septic \_\_\_\_\_ Other \_\_\_\_\_

\* SITE AND PLAN DRAWINGS ARE REQUIRED FOR  
 ERECTION, PLACEMENT, CONSTRUCTION, RECONSTRUCTION, ALTERATION, OR ADDITIONS\*  
 \* COMPLETED APPLICATION IS REQUIRED FOR ISSUE OF PERMIT\*

APPLICANT SIGNATURE Paula Elsworth DATE 6-3-2024



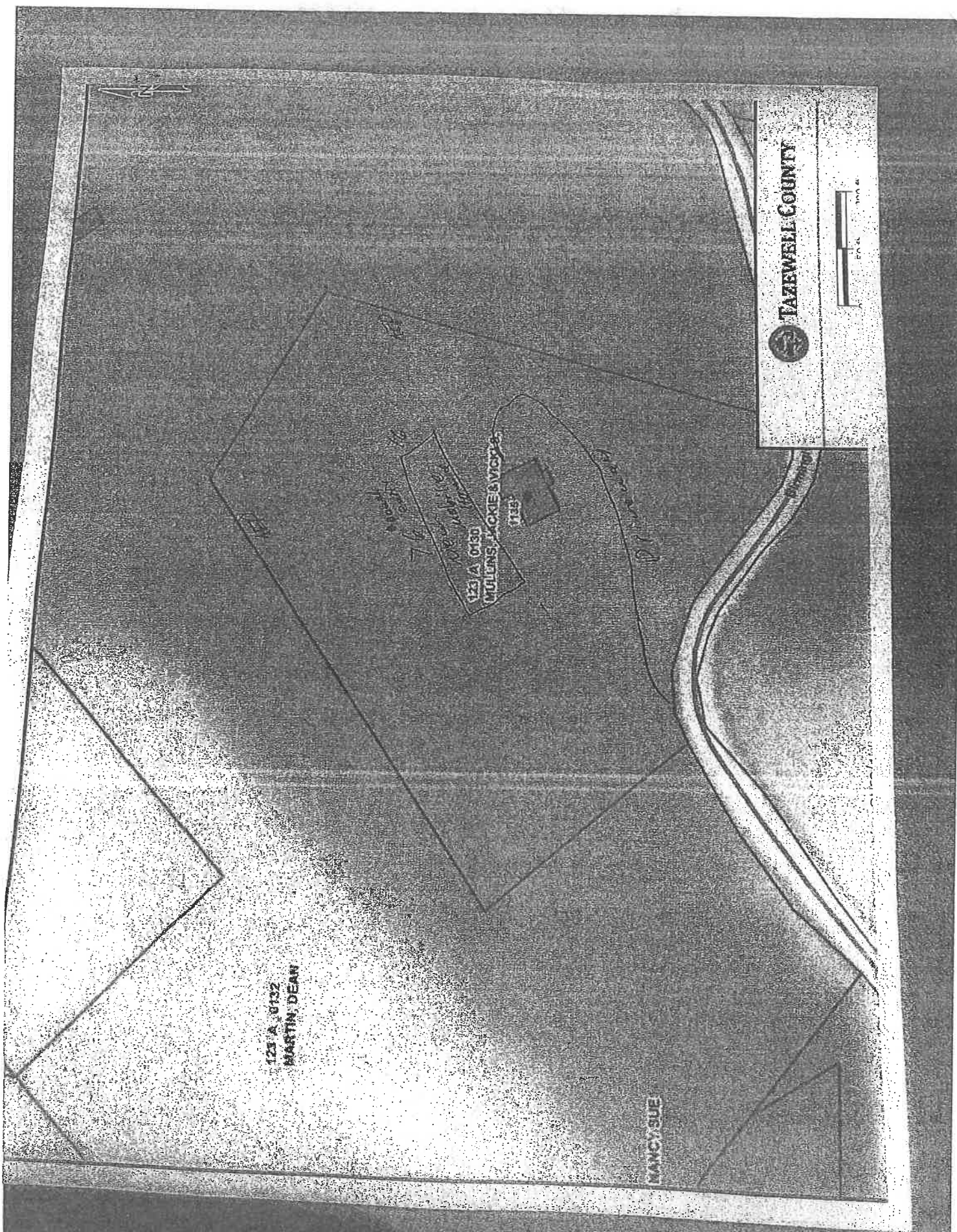
**TAZEWELL COUNTY**



123 A 0132  
MARTIN, DEAN

123 A 0130  
MULLINS, J. C. MELVYN  
JES

NANCY SUE



5/28/24, 12:30 PM

**RECEIPT - CUSTOMER COPY**  
00248 CLAYTON HOMES KINGSFORT, TN

Date/Time: 05/28/24 12:30 PM  
Received For: VICKI MULLINS  
Provided By: VICKI MULLINS  
Address: 1135 BIRMINGHAM ROAD RICHLANDS VA 24641  
Receipt No: 252950  
Reference  
Receipt:  
Manual Receipt:

<u>Transaction Type</u>	<u>Description</u>	<u>\$ Amount</u>
Deposit on Home	Pending No. 101359	85000.00
<u>Type of Funds</u>	<u>Check Number</u>	<u>\$ Amount</u>
Personal Check	326	85000.00
<b>Total Received</b>		<b>85000.00</b>

Funds Received By: KEVIN SMITH

Signature: 

Allow 14 days for refunds to be received.

# STOCK



PREVIEW NOT AVAILABLE

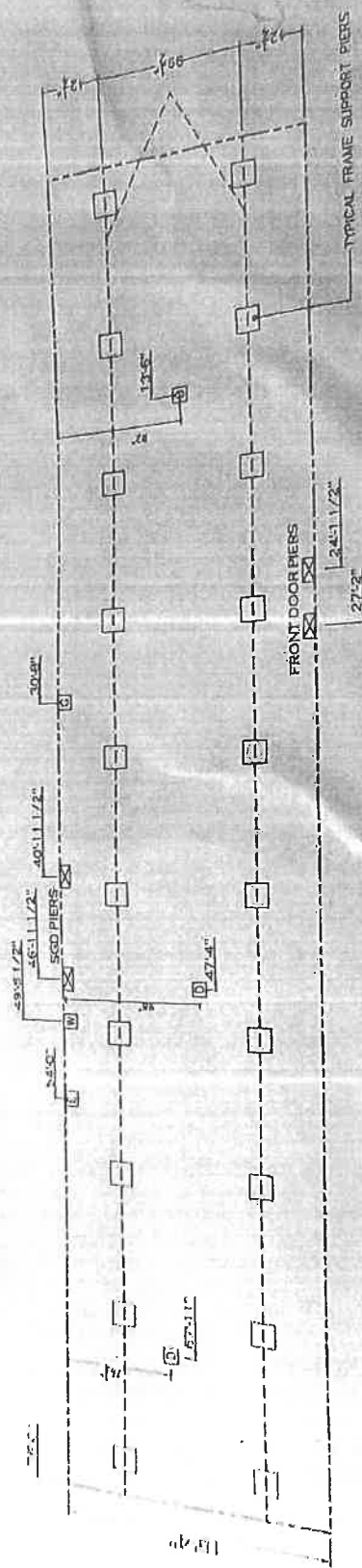
Phone	(423) 288-2020	Ordered By	KEVIN
Fax	(423) 288-8680	Square Footage	1216
* Serial	CLM116423TNAC	PO	511942
* Model Name	THE ANNIVERSARY 76	Plant Rep	CH
* Model No	22ANV16763AH24	Sales Note	
Quote	229958	To	002480
Quoted	02/09/2024	DBA	CLAYTON HOMES-KINGSPORT - 2901 EAST STONE DRIVE , KINGSPORT, TN, 37660
Order	82482	Financed By	1
Ordered	02/12/2024	Run Number	7554

\* YEAR MODEL 2024

# EXTERIOR

Option	Description	Qty
	12" HITCH END OVERHANG	0
	REMOVABLE HITCH	0
	(2) TRANSOM WINDOWS BSW LIVING RM	0
	TRANSOM WINDOW PRIMARY BATH BSW	0
	30 X 40 WINDOW OVER KITCHEN SINK	0
70039	EBUILT INS: 27-21-38 76'	1
70030	EBUILT THERMAL ZONE 3	1
70050	EBUILT 2X6 SIDEWALL ANN 76 & ANN IS	1
132115	*NORTHERN SHINGLE PACKAGE STANDARD*	1

THIS DRAWING IS THE PROPERTY OF CMH INDUSTRIES, INC. AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF CMH INDUSTRIES, INC.



1190 SQ.FT. (STD. PLAN) COMPARTMENT  
 N/A SQ.FT. (W/OPT. PORCH/RECESS) COMPARTMENT

Model #	ME1000A	Drawing #	225132
Revision #	None	Date	10/27/06

Product Weight of SERVICE

20 lb ROOF LOAD SIDEWALL OPENING PIER LOAD 16' BOX WIDTH	SIDEWALL OPENING (ft)			
	3	4	5	6
1244	1413	1581	1750	2088
				2425

\*FOR 30 lb & 40 lb ROOF LOAD REFER TO TABLES 7 & 7a IN THE INSTALLATION MANUAL

SERVICE DROP LEGEND	
	ELECTRICAL DROP
	WATER INLET
	DRY PLEADING DROP
	GAS INLET

PIER LEGEND	
	PIER MAIN BEAM
	PIER PERIMETER
	PIER PORE/RECESS ENTRY

Town of Richlands		PAID CHECKS REPORT	
Check#	Paid To	Amount	Description
15779	A & A ENTERPRISES, INC.	\$211.80	A&A ENTERPRISES-PD-UNIFORMS-PO-306343
15780	ADVANCE AUTO PARTS	\$1,417.24	ADVANCE AUTO-ALL DEPTS-PARTS, SUPPLIES, BATTERIES
15781	ALERT-ALL CORP.	\$1,080.00	ALERT-ALL-FIRE-FIRE SAFETY KIT-PO-F2214
15782	AMAZON WEB SERVICES, INC.	\$1,266.21	AMAZON WEB SERVICES-IT-MAY 24 CLOUD SERVICE
15783	ANCHORAGE PHOTO & VIDEO RADIO SHACK	\$4,566.90	RADIO SHACK-ST-CB RADIO/LINES-TOOLS
15784	APPALACHIAN AGENCY FOR SENIOR CITIZENS	\$600.00	AASC FIN-JUNE 24 PUBLIC TRANSIT
15785	APPALACHIAN AGGREGATES, LLC	\$7,363.24	APPALACHIAN AGGREGATES-ST-STONE
15786	APPLIED INDUSTRIAL TECHNOLOGIES-DIXIE	\$339.14	APPLIED-ST-WIPING CLOTHS/SUPPLIES
15787	ATLANTIC EMERGENCY SOLUTIONS	\$1,750.00	AES-FIRE-REG REQUIREMENTS-PO-F2225
15788	BLUE RIDGE POWER AGENCY	\$2,181.94	BLUE RIDGE POWER AGENCY-EL-BRPA/APRIL 24
15789	BOSTIC, TUCKER & CO PC	\$31,000.00	FIN-WTP-WWTP-EL-PREP AUDIT OF END OF JUNE 23
15790	BOUND TREE MEDICAL, LLC	\$563.43	BOUND TREE-RES-MEDICAL SUPPLIES-PO-RS3839
15791	CHADERICK GRIFFEY	\$611.95	CHADERICK GRIFFEY-ST-SHOP TOOLS-PO-MS1013
15792	CINTAS CORP	\$474.15	CINTAS-WWTP/EL/ST SAFETY CABINET RESTOCKS
15793	CLINCH VALLEY MEDICAL CENTER	\$172.00	CLINCH VALLEY MEDICAL CENTER-SAN-ST-NEW HIRES/TESTING
15794	CLINCH VALLEY REPAIR, INC.	\$272.50	DEPTS-FIRE EXT INSPECTIONS
15795	CMC SUPPLY, INC.	\$63.05	CMC SUPPLY-LINES-SUPPLIES/MATERIALS
15796	CRAB ORCHARD VETERINARY SVCS, INC.	\$230.00	CRAB ORCHARD VET-EUTHANASIA-CREMATATION-PO-306475
15797	CREATIVETIME SOLUTIONS	\$155.00	ALL DEPARTMENTS-TIME AND ATTENDANCE WEB HOSTING
15798	DIVERSIFIED INTEGRATION, INC.	\$1,837.50	DIVERSIFIED-WTP-METER CALIBRATIONS-PO-WW82389
15799	DOMINION PEST CONTROL, INC.	\$275.00	DOMINION PEST/REC/PD/TOWN HALL/RESCUE/WTP-PEST CONTROL
15800	EARL COLE INC. DBA-THE VOICE	\$630.00	THE VOICE-FIN/FIRE-ADVERTISEMENTS
15801	FRAZIER TIRE AND AUTOMOTIVE	\$768.55	FRAZIER TIRE-ALL DEPTS-TIRES, TIRE REPAIRS
15802	GALLS LLC	\$388.26	GALLS-RES-UNIFORMS-PO-RS3804
15803	GIBSON ENTERPRISES, INC.	\$5,696.64	ST-SAN-EL-LINES-PD-MOTOR OIL-ANTI FREEZE-PO-M51018
15804	HOME NURSING CARE, INC.	\$60.00	HOME NURSING CARE-RES-MEDICAL SUPPLIES-PO-RS3848
15805	IDEXX DISTRIBUTION, INC.	\$365.53	IDEXX-WWTP-VESSELS-PIPETTES-COLILERT-PO-WW82385
15806	JAMES RIVER EQUIPMENT-TAZEWELL	\$585.50	WWTP/ST-PARTS
15807	JERRY'S AUTO SERVICE	\$3,194.88	JERRY'S AUTO-RES-VARIOUS REPAIRS TO RESCUE VEHICLES
15808	JIM'S PRECISION BODY WORKS INC.	\$771.47	JIM'S PRECISION BODYWORKS-RES #556-DOOR TRIM PANEL-PO-RS3843
15809	KIDD TIRE AUTO PARTS	\$943.59	KIDD TIRE-ALL DEPTS-PARTS, SUPPLIES
15810	KIDD TRUCKING COMPANY, INC	\$320.00	PD-2017 CHEVY COLORADO TOWED FROM BLUEFIELD TO RICHLANDS-PO-306468
15811	KOMLINE-SANDERSON	\$20,063.51	WWTP-PARTS-REBUILD PISTON PUMP-PO-WW8281
15812	LEXISNEXIS RISK SOLUTIONS	\$173.10	LEXISNEXIS-FIN-LEGISLATIVE SESSION SUMMARY
15813	LOWES	\$9,152.77	LOWES-ALL DEPTS/SUPPLIES, MATERIALS
15814	MARK E. ISON	\$1,500.00	MARK E ISON-IT/JUNE SUPPORT
15815	MCCLURE CONCRETE PRODUCTS, INC.	\$388.50	MCCLURE CONCRETE-GREENWAY-COMM DEVEL PROJ- CONCRETE
15816	MINEQUEST, INC.	\$9.12	MINEQUEST-EL #955-HYDRAL FITTINGS-PO-EL93698
15817	MOBILE COMMUNICATIONS AMERICA, INC.	\$54.00	MCA-PD-TUNING FORKS-PO-306499
15818	MUTUAL OF OMAHA	\$105.27	MUTUAL OF OKAHA-PMC-REFUND-RANDOLPH HORN
15819	NORTHERN SAFETY CO., INC.	\$290.68	NORTHERN SAFETY-ST-SAN-COFFEE FILTERS-EYEWEAR-PO-ST15337

15820	OUTDOOR COUNTRY		\$32.49	OUTDOOR COUNTRY-LINES-STARTER GRIP-PO-L83720				
15821	PACE ANALYTICAL SERVICES, LLC		\$884.90	PACE-WTP/WWTP/TESTING				
15822	PAYNE INDUSTRIAL AND FARM EQ., INC.		\$1,784.49	ST-LINES-EL-BOBCAT EXCAVATOR-PO-MS1023				
15823	PRIORITY MEDICAL CLAIMS, INC.		\$3,770.32	PMC-RES-PMC/RESCUE COLLECTIONS MAY 24				
15824	PYLE SOLUTIONS LLC		\$510.77	PYLE-WWTP-GLOVES-TOWELS-PO-WW82387				
15825	QUADMED, INC.		\$2,528.01	QUADMED-RES-MEDICAL SUPPLIES-PO-RS3838				
15826	RAMEY RICHLANDS		\$512.98	ST- #619 MIRROR, PD #28-INSPECTION-PO-PS306462				
15827	RAVEN SUPER MARKET		\$100.23	RAVEN SUPERMARKET-WWTP-SUPPLIES/MATERIALS				
15828	RC SERVICES		\$1,771.50	ST-TRAFFIC SAFETY VESTS/EL-RAIN GEAR, ST-MOWING/ST SIGNS				
15829	RELANCE LAW GROUP		\$142.78	RELANCE LAW GROUP-PD/COURT COSTS-TIMOTHY HARDIN-PO-306473				
15830	RICHLANDS POOLS & SPAS		\$5,731.79	RICHLANDS POOLS-REC-POOL CHEMICALS-PO-RP3026				
15831	RICOH USA INC.		\$213.71	RICOH-PD-COPIES-PS304067				
15832	SOUTHWEST SHREDDING		\$68.00	SOUTHWEST SHREDDING-RES-ON SITE SHREDDING-PO-RS3856				
15833	SPEEDY LUBE, INC.		\$179.06	SPEEDY LUBE-DTF-VEHICLE--GAS-OIL-COOLANT-PO-306438				
15834	TAZEWELL FARM BUREAU, INC.		\$444.75	TAZEWELL FARM BUREAU-WWTP-HYDRATE LIME-PO-WW82398				
15835	TEATER'S TOOLS		\$69.70	TEATERS TOOLS-ST-SHOP TOOLS-PO-MS1015				
15836	TRACTOR SUPPLY COMPANY		\$22.99	TRACTOR SUPPLY-ST-SPRAY NOZZLE-PO-ST15330				
15837	TRANSUNION		\$120.00	TRANSUNION-PD-APRIL CONTRACT CHARGES-PO-306420				
15838	TRI-CITY BUSINESS MACHINES CO		\$120.08	TRI-CITY BUSINESS MACHINES-PD-COPIES-PO-306474				
15839	TRUCKPRO, LLC		\$760.44	TRUCKPRO-SAN-#625-#630-CRANKCASE FILTER				
15840	ULTRA PETROLEUM		\$4,206.40	ULTRA PETROLEUM-GENERATORS-FUEL				
15841	USABUEBOOK		\$3,056.06	USA BLUEBOOK-WWTP/WTP-CHEMICALS, SUPPLIES				
15842	VANCE GRAPHICS		\$110.00	VANCE GRAPHICS-EL-ST-BUSINESS CARDS				
15843	VERIZON		\$89.10	VERIZON-PD-2633/4035				
15844	VIRGINIA UTILITY PROTECTION SERVICE, INC.		\$18.40	VUPS-MISS UTILITY EL- MAY '24TRANSMISSIONS				
15845	W-L CONSTRUCTION & PAVING, INC.		\$1,834.06	W-L CONSTRUCTION-ST-ASPHALT-PO-ST9311				
15846	WORLDWIDE EQUIPMENT INC.		\$761.23	WORLDWIDE EQUIP-SAN 625/PARTS				
15847	WYTHEVILLE OFFICE SUPPLY, INC.		\$24.94	PD-STICKY NOTES-PAPER CLIPS-PO-306437				
15848	ZOLL DATA SYSTEMS		\$325.63	ZOLL DATA SYSTEMS-RES-JUNE 24 EMS CHARTS-PO-RS3857				
	Total Checks:		\$132,087.23					
	AMP (APRIL '24)		\$508,146.93	CASH RESERVES APRIL 2024				
	MORGAN STANLEY (APRIL '24)		\$41,078.40	WATER				\$ 547,518.27
	ANTHEM BC/BS (APR '24)		\$88,467.00	ELECTRIC				\$ (617,983.09)
	VRS (MAR'24)		\$76,083.34	SEWER				\$ (70,464.82)
	GRAND TOTAL		\$245,862.90					

Town of Richlands		PAID CHECKS REPORT		
5/15/2024 to 6/7/2024				
Check#	Paid To	Description	Check Date	Amount
15715	POSTMASTER	POSTMASTER-MAY'24 DEL NOTICES, R/E BUDGET	5/16/2024	\$427.78
15716	A T & T MOBILITY	AT&T MOBILITY-DTF-PHONE-PO-306433	5/16/2024	\$276.19
15717	ANTHONY COX	ANTHONY COX-REC-DRINKS FOR MOVIE-PO-RP3019	5/16/2024	\$45.48
15718	C.W. WILLIAMS FIRE EQUIPMENT	C.W. WILLIAMS-FIRE-US TEST GAS-PO-F2202	5/16/2024	\$260.00
15719	CORNER MART #2	CORNER MART #2-SAN-DIESEL #18-PO-205370	5/16/2024	\$163.14
15720	DRAVEN BALDWIN	DRAVEN BALDWIN-PD-PER DIEM-PO-306146	5/16/2024	\$150.00
15721	JASON P. MAY	JASON MAY-COUNCIL/TOWN EVENTS-COOLERS FOR MOVIE	5/16/2024	\$84.11
15722	Landon Shelton	LONDON SHELTON-PD-PER DIEM-PO-306165	5/16/2024	\$150.00
15723	PREMIER BUILDING SOLUTIONS	DOWNTOWN-12X20 STORAGE BLDG FOR DECORATIONS	5/16/2024	\$6,773.80
15724	RICHLANDS FARM BUREAU	RFB-ST-PAINTERS TOOL-PO-ST-15292	5/16/2024	\$12.49
15725	RICOH USA INC.	RICOH-DTF-COPIER-PO-PS-306418	5/16/2024	\$28.62
15726	SEGRA	SEGRA-ALL DEPTS-PHONE SERVICE	5/16/2024	\$2,429.48
15727	SIDNEY ALLEN COMPTON	DOWNTOWN DELIVERY FEE FOR BUILDING-PO-004266	5/16/2024	\$72.00
15728	VERIZON	VERIZON-PD/FIRE/RESCUE	5/16/2024	\$607.42
15729	A TOUCH OF GRACE STAINED GLASS DESIGNS	Utility Refund for 1403904.00 95	5/22/2024	\$828.36
15730	AMANDA LEANN LOVELL	Utility Refund for 11011556.00 93	5/22/2024	\$18.27
15731	AMBER RENEE KIMBERLIN	Utility Refund for 404224.00 91	5/22/2024	\$200.28
15732	ANDREW BRANSON MILLER	Utility Refund for 605740.00 92	5/22/2024	\$287.25
15733	ANTHONY COX	REC PARK-SUPPLIES, TOWN HALL-SUPPLIES-PO-RP3024	5/22/2024	\$734.00
15734	APPLIED INDUSTRIAL TECHNOLOGIES-DIXIE	APPLIED-WWTP-GRIT PUMP PARTS-PO-WW82356	5/22/2024	\$230.31
15735	BRITTANY NICHOLE ABSHER	Utility Refund for 606056.00 94	5/22/2024	\$110.43
15736	CHRISTOPHER MICALLE, TRUSTEE	GARNISHMENT	5/22/2024	\$451.34
15737	CORNER MART #2	CORNER MART-EL #955-32.688 GAL DIESEL	5/22/2024	\$125.49
15738	JACKIE'S SCREEN PRINTING	JACKIE'S SCREENPRINTING-FIN-UNIFORMS	5/22/2024	\$175.00
15739	JENNIFER PEALER	Utility Refund for 706710.00 92	5/22/2024	\$170.51
15740	JIMMY KEENE, JR.	JIMMY KEENE-WWTP-CLEANING SUPPLIES-PO-WW82391	5/22/2024	\$49.67
15741	JONATHAN WHITED	JONATHAN WHITED-VRS HYBRID 457 REFUND	5/22/2024	\$34.87
15742	JUSTIN OWENS	JUSTIN OWENS-ANTHEM REFUND	5/22/2024	\$30.50
15743	LUCAS KEITH	LUCAS KEITH-AMERICAN FAMILY INS REFUND	5/22/2024	\$11.25
15744	MAKENZIE LYNN GRIMMETT	Utility Refund for 11012373.00 97	5/22/2024	\$268.64
15745	MULCO	Utility Refund for 605750.00 96	5/22/2024	\$81.13
15746	NATHAN KEEN	NATHAN KEEN-REFUND-LIBERTY INSURANCE	5/22/2024	\$4.86
15747	RHONDA SHREWSBURY	Utility Refund for 404510.00 94	5/22/2024	\$32.83
15748	RIFE'S TV & APPLIANCE	RIFE'S TV-GARNISHMENT	5/22/2024	\$99.64
15749	TIMOTHY ELSWICK	TIMOTHY ELSWICK-WWTP-TARP-PO-WW82392	5/22/2024	\$108.42
15750	UPS	UPS-WTP SHIPPING FEE	5/22/2024	\$1.13
15751	VERIZON	VERIZON-WTP/FIRE/FAX LINES	5/22/2024	\$262.99
15752	WV STATE TAX DEPARTMENT	WV STATE TAX DEPT-INCOME TAX WITHHELD	5/22/2024	\$221.48
15753	YU CUN HUANG	Utility Refund for 808440.00 98	5/22/2024	\$106.84
15754	A & S SANITATION, INC.	A & S SANITATION-REC-ADA PORTA POTTY AT CRITTERVILLE	5/30/2024	\$183.75



15755	AARON TOBIAS BIENENTREU	Utility Refund for 605608.00 93	5/30/2024	\$143.36
15756	ANTHONY COX	A COX-REC-CONCESSION EXP PO RP3027	5/30/2024	\$48.04
15757	CORNER MART #2	ST-MOWING-FUEL PURCHASES	5/30/2024	\$291.61
15758	ESTATE OF BARRY LEE RICHARDSON	Utility Refund for 11011674.00 91	5/30/2024	\$74.60
15759	GALETON GLOVES AND SAFETY PRODUCTS	GALETON-LINES/ST/SAN-SAFETY PRODUCTS	5/30/2024	\$1,374.01
15760	JOSHUA LEE SHELTON	J SHELTON-RESCUE-EMS TRAINING PER DIEM RESCUE COLLEGE-BI	5/30/2024	\$177.00
15761	JUSTIN ERIC BALDWIN	Utility Refund for 808588.00 94	5/30/2024	\$210.25
15762	LEAF	LEAF-PD-KONICA MINOLTA COPIER, INS PO 306460	5/30/2024	\$123.63
15763	PROFESSIONAL MAIL SERVICES, INC.	PMSI-APRIL'24 ALL UT BILLS	5/30/2024	\$394.80
15764	RICHLANDS FARM BUREAU	RFB-ALL DEPTS-SUPPLIES & MATERIALS	5/30/2024	\$1,264.60
15765	RICOH USA, INC.	RICOH-FIN OFFICE-COPIER-RENT, MAINT PO FIN6059	5/30/2024	\$194.97
15766	Shawn Mullins	Utility Refund for 505260.00 93	5/30/2024	\$55.25
15767	SUNMAX INTERNATIONAL SUPPLIES INC.	REC PARK-RT70 RIDE-ON FLOOR SCRUBBER MACHINE PO PRO1001	5/30/2024	\$3,398.00
15768	TIMOTHY DWAYNE HUGHES	Utility Refund for 606477.00 92	5/30/2024	\$135.39
15769	VERIZON WIRELESS	VERIZON WIRELESS-DTF/PD/RESCUE/ST/W/S/E CELL PHONES	5/30/2024	\$845.01
15770	TREASURER TAZEWELL COUNTY	TREAS, TAZ CO-APRIL 2024-CONSUMER UT TAX	6/5/2024	\$99.33
15771	APPALACHIAN POWER	AEP-WWTP/SIMMONS TN/FIRE/RESCUE, PURCELL PUMP ST, INDIAN	6/6/2024	\$2,057.90
15772	CORNER MART #2	CORNER MART-ST-BACKHOE-FUEL	6/6/2024	\$741.66
15773	PROFESSIONAL MAIL SERVICES, INC.	PMSI-PRINTING-JUNE 24/ALL UT BILLS	6/6/2024	\$391.04
15774	PROFESSIONAL MAIL SERVICES, INC.	PMSI-WTP-WWTP-EL-POSTAGE	6/6/2024	\$1,558.62
15775	RICOH USA INC.	RICOH-PD-COPIER/INVESTIGATIONS-PO-306459	6/6/2024	\$212.56
15776	SPECTRUM ENTERPRISE	SPECTRUM ENTERPRISE-WWTP-STATEMENT CREDIT	6/6/2024	\$20.29
15777	TAZEWELL CO PUBLIC SERVICE AUTHORITY	TAZEWELL CO PSA-WWTP/LIFT STATION-WATER	6/6/2024	\$42.79
15778	VERIZON	VERIZON-FIRE-RES-FIN-PHONE	6/6/2024	\$218.01
		Total Checks:		\$30,382.47
		GRAND TOTAL		\$30,382.47

The Richlands Town Council held a “Public Hearing” on Tuesday, May 14, 2024, at 5:30pm in the Richlands Council Chambers with the following present:

Mayor: Rod. D. Cury

Town Manager: Jason May

Town Attorney: Michael Thomas

Finance Manager: Ronnie Campbell

Office Manager: Susan Whitt

Town Clerk: Amanda Behler

Council Members: Gary Jackson, Rick Wood, Jordan Bales, Jan White, and Laura Mollo.

Absent: Seth White

Mayor Cury called the meeting to order.

Mayor Cury led the Invocation and Pledge.

Mayor Cury advised the Public Hearing is for the purpose of receiving Public Comment regarding the Water Rate, Sewer Rate, Trash Rate, and the Electric Customer Charge increases.

Mayor Cury advised the meeting was open to take public comment and asked if there was anyone who would like to speak.

There was no public comment.

Mayor Cury closed the Public Hearing.

---

Rod D. Cury, Mayor

---

Amanda Beheler, Town Clerk

The Richlands Town Council held a “Public Hearing” on Tuesday, May 14, 2024, at 5:45pm in the Richlands Council Chambers with the following present:

Mayor: Rod. D. Cury

Town Manager: Jason May

Town Attorney: Michael Thomas

Finance Manager: Ronnie Campbell

Office Manager: Susan Whitt

Town Clerk: Amanda Behler

Council Members: Gary Jackson, Rick Wood, Jordan Bales, Jan White, and Laura Mollo.

Absent: Seth White

Mayor Cury called the meeting to order.

Mayor Cury led the Invocation and Pledge.

Mayor Cury advised the Public Hearing is for the purpose of receiving Public Comment regarding the FY 2024/2025 Proposed Budget.

Mayor Cury advised the meeting was open to take public comment and asked if there was anyone who would like to speak.

There was no public comment.

Mayor Cury closed the Public Hearing.

---

Rod D. Cury, Mayor

---

Amanda Beheler, Town Clerk

**TOWN OF RICHLANDS**  
**REGULAR MONTHLY MEETING**

The Richlands Town Council held a “Regular Monthly Meeting” on Tuesday, May 14, 2024, at 6:00 pm in the Richlands Council Chambers with the following present:

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

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

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

Mr. May requested (a) Public Works Director under the Town Managers Report be moved to (d) under IV.

Mayor Cury asked if there was anyone present who would like to speak during unscheduled public comment.

Morgan Earp and Erica Galloway advised they would like to speak during Unscheduled Public Comments.

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

**IN RE: Authorization to Pay Bills (April)**

Mayor Cury asked the Council if there were any questions regarding the Check Register, there were none.

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

**IN RE: Minutes**

Upon a motion by Rick Wood seconded by Laura Mollo and the unanimous roll call vote of all members present, the Council voted to approve the minutes for the following dates: April 9, 2024

Regular Scheduled Meeting, April 16, 2024 Special Called Meeting, April 23, 2024 Special Called Meeting, and the April 30, 2024 Special Called Meeting.

**IN RE: Richlands Woman's Club Recognition**

Mayor Cury briefly spoke to the Council about the history of the Richlands Woman's Club and everything they do within the Town.

Mayor Cury recognized the Richlands Women's Club and its 92<sup>nd</sup> birthday. It's the oldest existing civic group in Richlands.

Debbie Damron, President of the Richlands Woman's Club, thanked the Council and Mayor Cury for recognizing them and stated they do these things for the betterment of the community.

**IN RE: Public Works Director**

Mr. May spoke briefly about Jason Sheppard's history as an exceptional employee of the Town and welcomed him as the new Public Works Director.

Mr. Sheppard thanked the Town.

**IN RE: Scheduled Public Comments**

Jacob Vandyke, 721 Farmers Street- Mr. Vandyke commended the Richlands Woman's Club for all their work. He also spoke briefly to the Council about the hardships that citizens are currently facing and advised that even though he didn't like the proposed tax rate increases, he understood they were necessary for the well-being of the Town and its Citizens.

**IN RE: Unscheduled Public Comments**

**Morgan Earp, 1618 6<sup>th</sup> Street-**

- thanked the Town Manager for doing a great job cleaning up the Town.
- thanked the Police Department and Fire Department for helping clean up trash in the Town this past weekend.
- spoke about current council members being related.
- stated the last council member was not appointed because they were not running in the next election.
- stated the lawsuit that was brought against the Town two weeks ago needs to be addressed.

**Mrs. Mollo addressed Mr. Earp's comments-**

- advised it was inappropriate for the Council to speak about previous Council members.
- Stated the reason for the appointment of the last council member was because of their knowledge of the large projects the Town is currently working on.
- advised the Council cannot legally speak on pending litigation.

**Erica Galloway, Director of the Tazewell County Public Library**, gave an update on the Phase 2 renovations being done at the Richlands Library. Mrs. Galloway stated the elevator would be going in at the end of May and would allow all three floors of the library to be accessible to everyone. The library will be ADA compliant.

**IN RE: 2023 Audit Report / Bob Brandenburg- Bostic, Tucker, and Company**

Mr. Brandenburg stated there were no significant problems in completing this audit and advised the staff was very helpful.

Mr. Brandenburg gave a brief overview of the 2023 Audit to the Council.

- Pg. 2 Paragraph 2- *“In our opinion, the financial statements referred to were presented fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, and each major fund of the Town of Richlands, Virginia, as of June 30, 2023, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America”.*
- Pg 18- For the year ending June 30, 2023, in the Governmental Activities, the Net Position was \$7.2 million and for Business-Type Activities it is \$14.1 million, bringing it to a total of \$21.3 million.
- Pg. 19- Net Revenue and Changes in Net Position, for Governmental Activities the Town was \$1.355 million and for Business-type Activities the Town was \$1.108 million, bringing it to a total of \$2.464 million.
- Cash on Hand for Governmental Activities the Town has ten months’ worth and for Business-type Activities it has 9.188 months.
- Pg. 78- Budgetary Comparison Schedules- the largest variance was 2.7 million in ARPA Funds.
- Pg. 92- Independent Auditors Report on Internal Control over Financial Reporting and on Compliance and other matters based on an Audit of Financial Statements performed in accordance with Government Auditing Standards- Auditors identified certain deficiencies in internal control, described in the accompanying schedule of findings and questioned costs as items 2023-001 that they considered to be material weaknesses. This refers to the continuation of the finding in the 2022-001, over a period of time State Highway Funds were underspent and as of June 30, 2023, the deferred revenue for that item was \$2.143 million. Over time the Town will have to make this up to the state to come back into compliance. Will continue to monitor for progress on this.
- Pg. 94- Independent Auditors Report on compliance for each major program and on internal control over compliance required by the uniform guidance- There we no findings for this.

Mr. Bales asked why the full accrual method is used. Mr. Brandenburg advised it is governmental auditing standards.

**IN RE: Rescue Collections**

Mr. May stated the Rescue Squad provides rescue services in situations where the patient does not want to be transported, and they must still be billed. The Town must charge the same fee across the board. Mr. May advised he can't change the costs of the services provided; however, he can adjust the bill for some patients with mitigating circumstances on a one-by-one basis and adjust the bill accordingly. Mr. May also advised he does not need a vote; this is for informational purposes and would like anyone who has mitigating circumstances to reach out to him.

Mayor Cury declared a ten-minute recess.

Councilman Seth White joined the Meeting at this time.

**IN RE: Don Matney Subdivision**

Mr. May advised the landowner of Parcel # 123 A 0102A requested subdivision of the existing parcel for the purpose to be sold in the near future for placement of homes in Town limits. The Staff and the Planning Commission have found this subdivision to be in compliance with the current zoning ordinance requirements for subdivision of land property.

Mr. White requested to see a map. The Council reviewed the map.

The landowner intends for the Greenfield Drive Road to remain as a 30 foot private right-of-way and will continue to not be maintained by the Town.

Upon a motion by Gary Jackson seconded by Rick Wood and the unanimous roll call vote of all members present, the Council voted to approve the subdivision of Map Parcel #123 A 0102A.

**IN RE: Amendment to Cigarette Tax Ordinance O-2024-05-01 (Second Reading)**

Upon a motion by Laura Mollo seconded by Seth White and the unanimous roll call vote of all members present, the Council voted to dispense the seconding reading of Ordinance O-2024-05-01.

Upon a motion by Laura Mollo seconded by Rick Wood and the unanimous roll call vote of all members present, the Council voted to adopt Ordinance O-2024-05-01.

**IN RE: Capital Account Bulk & Brush Ordinance O-2024-05-02 (Second Reading)**

Upon a motion by Rick Wood seconded by Gary Jackson and the unanimous roll call vote of all members present, the Council voted to dispense the seconding reading of Ordinance O-2024-05-02.

Upon a motion by Laura Mollo seconded by Jordan Bales and the unanimous roll call vote of all members present, the Council voted to adopt Ordinance O-2024-05-02.

**IN RE: Teen Venture**

Jim Talbert, Secretary of Teen Venture, presented the Council with “a working document-proposal” and budget.

Mr. Talbert asked the Town to allow the library to use Teen Venture as a pop-up library during renovations, due to it not being in the current lease.

Victoria Krebs, Chairman of Teen Venture, spoke briefly to the Council about using the skate park, the current contract does not allow it. Mrs. Krebs would like to sit down with the Council and possibly add some amendments to the current contract.

Mayor Cury advised that Council needs time to read the proposal before any decisions can be made.

Mr. White asked when the pop-up Library would need to be set up, Mr. Talbert advised right away. Mr. White suggested Mrs. Galloway to work with Mr. May on the logistics of it.

Mrs. Mollo asked how much cash on hand does Teen Venture have, Mr. Talbert advised \$36,000.

Mrs. White asked if the paper provided to Council was the Actual Budget or Proposed Budget. Mrs. Krebs advised it showed both.

Mrs. Galloway spoke to the Council about the pop-up Library.

Mrs. Mollo asked if Teen Venture will pay utilities for the popup library, Mr. Talbert advised they would.

Mayor Cury declared a ten-minute recess.

**IN RE: Water and Sewer Rate Adjustment Discussion**

Mr. May and Mr. Thomas spoke to the Council briefly about the two water and sewer rate increase options. Option 1 being a water and sewer increase and Option 2 being a water only increase.

Mr. May suggested using the funds generated from the twenty-five-cent increase on the sewer rate for Grant Writing Services in FY25 or to hire a new position.

Mr. Thomas gave a 1<sup>st</sup> reading of:

- ORDINANCE NO.: 0-2024-05-04- Amendment of §50.12 Water & Sewer Rates (Option 1)
- ORDINANCE NO.: 0-2024-05-04- Amendment of §50.12 Water Rates (Option #2)

**IN RE: 1<sup>st</sup> Reading of Electric Rate Adjustment Ordinances**



Mr. White suggested the Council update the Towns charter to not require reading the Ordinances. Mr. Thomas advised of the process.

Mr. Thomas gave the 1<sup>st</sup> reading of the following Ordinances:

- ORDINANCE NO.: 0-2024-05-03- Amendment of §50.03 Electric Rates
- ORDINANCE NO.: 0-2024-05-03.1- Amendment of §50.04 Electric Rates
- ORDINANCE NO.: 0-2024-05-03.2- Amendment of §50.05 Electric Rates
- ORDINANCE NO.: 0-2024-05-03.3- Amendment of §50.06 Electric Rates
- ORDINANCE NO.: 0-2024-05-03.4- Amendment of §50.07 Electric Rates

**IN RE: 1<sup>st</sup> Reading of Garbage Collection Rate Adjustment Ordinance**

Mayor Cury gave the 1<sup>st</sup> reading of ORDINANCE NO.: 0-2024-05-05- Amendment of §50.13 Garbage Collection Rate Adjustment.

**IN RE: 1<sup>st</sup> Reading of Amendment of Real Estate Tax**

Mayor Cury gave the 1<sup>st</sup> reading of ORDINANCE NO.: 0-2024-05-06- Amendment of Real Estate Tax.

**IN RE: Monthly Financial Report**

Mr. Campbell gave a brief overview of the Monthly Financial Report for March as follows:

- General Fund- Year to Date Net Income is \$482,000.
- Revenues are 72.1% of Budget.
- General Expenses- Starting to see some permanent favorable differences. Will bring the Council a summary of the differences in June.
- Water- Year to date net income is primarily the result of lower revenues, currently at 62.8 % of budget.
- Sewer- Lower revenues, currently at 63.2% of budget.
- Water and Sewer Line Maintenance- Currently at 60.7% of the budget.
- General Fund- Unreserved Cash Balance is 4.4 million, decreased by \$244k from February.
- Water Department—Unreserved Cash Balance is 1.2 million, decreased by \$34k from February.
- Sewer Department- Unreserved Cash Balance is 1.5 million negative, increased by 1k from February.
- Electric Department- Unreserved Cash Balance is 3.2 million, decreased by 149k from February.

Mayor Cury asked the Council if they had any questions about the Financial Report.

Mrs. Mollo asked why the Town is still paying Thompson & Litton. Mr. May advised that was brought to his attention earlier and will investigate this and will update the Council.

The Council had no other questions.

**IN RE: Attorney Report**

Mr. Thomas stated he didn't have anything to report on at this time.

**IN RE: Town Manager Report**

Mr. May advised of the following:

- The "Toy Story" movie at Greenway Park was cancelled due to rain, will be rescheduled for June 15.
- The pool will open at the REC Park on Memorial Day weekend.
- The Fletcher Bright Deed transfer has been finished. In anticipation of this, Mr. May has completed a Transportation Alternatives Program Grant Application with the Virginia Department of Transportation for the swinging bridge attached to this property. Was notified the Town was accepted into this program.
- The Governor will visit on May 23, 2024.
- Gave a brief paving update.
- Japanese Drummers will be using the stage area on June 20, 2024, at 3:30pm.

**IN RE: Smoke Detector Grant**

Fire Chief Rudy Keith spoke to the Council about the Town being awarded the Smoke Detector Grant. Mr. Keith advised the award is for thirty Fire Detectors and these would be given out to citizens in Town who need them.

**IN RE: Council Member Reports**

Laura Mollo-

- A citizen reported that Council Packets are upside down on the Towns website.
- Benches at the park- Citizens would like to sponsor them.
- Quarter Duck Feeders at Critterville- A citizen would like to see these installed.
- National Police Week- Proud of the Police Department.
- National Peace Officers Day- a day to honor Police Officers who have died in the line of duty. Mrs. Mollo spoke about her great grandfather, Loranzie Floyd McGlothlin, who passed away due to gunfire on Jan 13, 1934, while working for the Tazewell County Sheriff's Office.

Jan White-

- Asked when paving would begin, Mr. May advised he will update as soon as he is given a date.

Jordan Bales-

- Asked if the Towns RFP's are marketed well. Mr. May advised they are in the process of updating the Towns website to make it easier.
- Thanked the Electrical Department for assisting with the Project Graduation Banners.

- Asked how much of the Budget will be used for sidewalks and crosswalks. Mr. May advised it will be as needed and is currently looking for grants to help with this.
- Stated he would like to see a waterslide at the new pool next year, if possible.

**Rick Wood-**

- Thanked the Council for working together and smoother. Stated things are getting done and good things are coming to Richlands. The Town is taking steps to take us into the future.

**Gary Jackson-**

- Benches- stated he agreed with Laura and citizens about sponsoring benches at the Greenway, it's a good idea.
- Update on Oriole Street Bridge- Mr. May advised the bridge will be done by the end of July.
- Bridge on Maple Lane- Mr. May advised water is eroding the culvert and the Town is currently working on this issue.

**Seth White-**

- Apologized for being late, stated his son who is a Senior, had a district tournament baseball game.
- Thanked Rudy Keith and Matt Whited for their help with his apartment building fire building in Cedar Bluff. Appreciated them handling everything, got the fire out with limited damage.
- Stated that it is easy to be someone who complains, but Richlands is currently in a growth phase and has a lot of good things happening. Mr. White advised he is excited because it sparks interest in downtown.
- Asked Mr. Thomas to research removing the First Reading of Ordinances from the Charter. Mr. Thomas advised everyone to look over the Charter for any other changes that may be needed, so that he could do it all at once.

Mrs. Mollo stated that she is hearing from Citizens that they are now able to speak with the Towns Administration with ease.

Mr. Wood asked Mr. Keith if thirty Fire Detectors were enough. Mr. Keith stated he plans to purchase more with the money left in the Budget.

Mr. Wood also asked if we can test citizens smoke detectors to see if they are working.

**IN RE: Mayor Comments**

- Crosswalks- advised there were supposed to be crosswalks across Lake Park Drive as a part of a grant, Mr. May advised he will research this.
- Burned out houses- stated there were several in Town and hopes that the Town can move forward with eliminating these.
- Benches- advised there was an extra bench intended for the Greenway Park that is currently in storage at the Section House.

- Memorial Day- a sacred weekend, wants to remember the ones who gave their lives for our Country and honor them.
- Freedom Festival is June 29, 2024. Events will be held all over Town.
- Thanked everyone for their hard work.
- Richlands Police Department Wreath Laying Ceremony with Senator Travis Hackworth

**IN RE: Executive Session**

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

VA Code Section: 2.2-3711 (A)(8)- Consultation with Legal Counsel / Iron Street Property

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

Upon a motion by Laura Mollo 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 Laura Mollo seconded by Rick Wood and the unanimous roll call vote of all members present, the Council certified that only Consultation with Legal Counsel / Iron Street Property- VA Code Section: 2.2-3711 (A)(8) was discussed during the Executive Session.

**IN RE: Adjournment**

Upon a motion by Laura Mollo seconded by Seth White 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  
SPECIAL CALLED MEETING**

The Richlands Town Council held a “Special Called Meeting” on Tuesday, May 28, 2024, at 6:00 pm in the Richlands Council Chambers with the following present:

Mayor: Rod. D. Cury  
Town Manager: Jason May  
Town Attorney: Mike Thomas  
Council Members: Seth White, Gary Jackson, Rick Wood, Jordan Bales, Jan White, and Laura Mollo.  
Finance Manager: Ronnie Campbell  
Town Clerk: Amanda Beheler

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**

Mayor Cury advised Mr. May would like to add the following to the agenda:

- Bridge Rehabilitation on Front Street over Clinch River

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

**IN RE: Bridge Rehabilitation on Front Street over Clinch River**

Mr. May spoke to the Council briefly regarding the Bridge Rehabilitation on Front Street over the Clinch River. Mr. May advised Council they have two options. The first option would be to partially close the bridge down for 18-24 months for staged construction or to close the bridge down completely for 9-12 months. Mr. May advised of the benefits of a full bridge closure.

The Council briefly discussed the bridge closure options.

Upon a motion by Rick Wood seconded by Jordan Bales and the roll call vote of all members present, with Seth White abstaining, the Council voted to approve a full bridge closure.

**IN RE: 2<sup>nd</sup> Reading ORDINANCE NO.: 0-2024-05-06- Amendment of Real Estate Tax**

Upon a motion by Rick Wood seconded by Seth White and the unanimous roll call vote of all members present, the Council voted to dispense the 2<sup>nd</sup> reading of Ordinance # 0-2024-05-06.

Upon a motion by Rick Wood seconded by Seth White and the unanimous roll call vote of all members present, the Council voted to adopt Ordinance # 0-2024-05-06.

**IN RE: 2<sup>nd</sup> Reading ORDINANCE NO.: 0-2024-05-03- Amendment of §50.03 Electric Rates**

Upon a motion by Rick Wood seconded by Jordan Bales and the unanimous roll call vote of all members present, the Council voted to dispense the 2<sup>nd</sup> reading of Ordinance # 0-2024-05-03.

Upon a motion by Rick Wood seconded by Jordan Bales and the unanimous roll call vote of all members present, the Council voted to adopt Ordinance # 0-2024-05-03.

**IN RE: 2<sup>nd</sup> Reading ORDINANCE NO.: 0-2024-05-03.1- Amendment of §50.04 Electric Rates**

Upon a motion by Seth White seconded by Rick Wood and the unanimous roll call vote of all members present, the Council voted to dispense the 2<sup>nd</sup> reading of Ordinance # 0-2024-05-03.1.

Upon a motion by Gary Jackson seconded by Rick Wood and the unanimous roll call vote of all members present, the Council voted to adopt Ordinance # 0-2024-05-03.1.

**IN RE: 2<sup>nd</sup> Reading ORDINANCE NO.: 0-2024-05-03.2- Amendment of §50.05 Electric Rates**

Upon a motion by Gary Jackson seconded by Rick Wood and the unanimous roll call vote of all members present, the Council voted to dispense the 2<sup>nd</sup> reading of Ordinance # 0-2024-05-03.2.

Upon a motion by Laura Mollo seconded by Rick Wood and the unanimous roll call vote of all members present, the Council voted to adopt Ordinance # 0-2024-05-03.2.

**IN RE: 2<sup>nd</sup> Reading ORDINANCE NO.: 0-2024-05-03.3- Amendment of §50.06 Electric Rates**

Upon a motion by Laura Mollo seconded by Gary Jackson and the unanimous roll call vote of all members present, the Council voted to dispense the 2<sup>nd</sup> reading of Ordinance # 0-2024-05-03.3.

Upon a motion by Rick Wood seconded by Laura Mollo and the unanimous roll call vote of all members present, the Council voted to adopt Ordinance # 0-2024-05-03.3.

**IN RE: 2<sup>nd</sup> Reading ORDINANCE NO.: 0-2024-05-03.4- Amendment of §50.07 Electric Rates**

Upon a motion by Rick Wood seconded by Seth White and the unanimous roll call vote of all members present, the Council voted to dispense the 2<sup>nd</sup> reading of Ordinance # 0-2024-05-03.4.

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 Ordinance # 0-2024-05-03.4.

**IN RE: 2<sup>nd</sup> Reading ORDINANCE NO.: 0-2024-05-04- Amendment of §50.12**  
**Water Rates**

The Council briefly discussed the two options that were given, a water and sewer rate increase and a water increase.

Upon a motion by Rick Wood seconded by Seth White and the unanimous roll call vote of all members present, the Council voted to dispense the 2<sup>nd</sup> reading of Ordinance # 0-2024-05-04.

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 Ordinance # 0-2024-05-04.

**IN RE: 2<sup>nd</sup> Reading ORDINANCE NO.: 0-2024-05-05- Amendment of §50.13**  
**Garbage Rates**

Upon a motion by Gary Jackson seconded by Rick Wood and the unanimous roll call vote of all members present, the Council voted to dispense the 2<sup>nd</sup> reading of Ordinance # 0-2024-05-05.

Upon a motion by Gary Jackson seconded by Rick Wood and the unanimous roll call vote of all members present, the Council voted to adopt Ordinance # 0-2024-05-05.

**IN RE: 2025 Fiscal Year Budget Resolution**

Mayor Cury read the 2025 Fiscal Year Budget Resolution.

Upon a motion by Rick Wood seconded by Gary Jackson and the unanimous roll call vote of all members present, the Council voted to approve the 2025 Fiscal Year Budget Resolution.

**IN RE: Adjournment**

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

\_\_\_\_\_  
Rodney D. Cury, Mayor

\_\_\_\_\_  
Amanda Beheler, Town Clerk



# End of FY 2024 Projections

The Finance and Administration Team have worked closely over the past several weeks to produce an end-of-the-year projection. This is not an exact science, but more akin to piloting an aircraft carrier. The Team has utilized year-to-date revenues and expenditures and previous year-end amounts to project year-end forecasts for revenues and expenditures. Currently, the team projects a surplus of \$271,127 in revenues over expenditures. This forecast is comprised of the following:

## Revenues

- Real Estate Taxes (-\$14,298) – This line item has consistently been in the \$520K to \$530K range over the past several years. The Team is forecasting little additional revenue between now and the end of the year. The majority of citizens have paid their real estate tax by this point in the fiscal year.
- Bank Stock Taxes (\$52,000) – This line item has consistently been near \$245,000 each of the past two years. The line item is currently at \$193,634 and the team projects another \$32,000 in revenue for this line by the end of the year. This line is a 30-day arrears line item meaning that funds received in July for June payments will be accrued to FY 2024.
- Prepared Meals Tax (\$264,535) – This line item has been increasing around 10% each year over the past three years. Looking at the monthly receipts for this line, the Team projects another \$200,000 in revenue. The line item is currently \$70,000 over budget. This line item was increased for the FY 2025 Budget.



- **Business License (\$80,000)** – This line item has increased each year over the past three years, adding about 5% each year. The line item is already \$65,000 over the budget and the team projects a conservative amount of \$15,000 in additional revenue between now and the end of the year. This line item was increased for FY 2025.
- **Cigarette Tax (-\$19,250)** – This line item has been underperforming each of the past three years. The Team is projecting a 10% deficit in the line this year, but this is a difficult line to project. This line item was held constant for FY 2025 as the year-end amounts have been increasing and should reach the budgeted amount in FY 2025.
- **Rescue Squad Billing Revenue (\$200,000)** – This line item has been over budget and increasing each of the past three years. The line is currently \$73,000 over budget with two months of revenue left to receive. This line item is a 30-day arrears line item.
- **Garbage Collections (-\$52,000)** – This line item has consistently been under budget at around \$520,000; the budget is \$580,000. With recent changes in leadership for the department, the Team has located many dumpsters that were not being billed and is now working to ensure all citizens are paying for trash, even if they do not have Town water, sewer, or electricity. The Team projects a deficit for this year but with process improvements, this should be the last year this line item is under budget.
- **Consumer/Consumption Utility Tax (-\$40,000)** – This line item has consistently had actuals at \$230,000 with a budget of \$270,000. FY 2024 will be no different. This line item was reduced to \$230,000 for FY 2025.
- **Sales Tax Proceeds (\$14,793)** – This line item has been increasing each year over the past three years. The line item is already at FY 2023 year-end levels with two months of revenue left to receive. The Town is receiving an average of \$45,000 each month in revenue and is projecting a surplus for the first time. This line has been increased due to this trend for FY 2025.
- **Street & Highway Maintenance (On-budget)** – The Team is projecting this line item at budget. The town is receiving allotments of \$320,000 but the team has been working on Kents Ridge and other projects will push this line to budget for the year.

- **Transfer In for UT – ADM Cost (-\$100,270)** – This line item is the expense of the shared service. The Team projects a deficit in this account but a year-end number on trend with years past.
- **Fund Balance Allocation (-\$500,000)** – This line item was budgeted for the paving project of FY 2024. This project is projected to cost \$500,000, not the \$1,000,000 budget.
- **Budget Amendments (\$550,083)** – During the fiscal year, two capital projects were approved. The following additions are needed:
  - **Police Department Roof - \$298,241**
  - **Mowing equipment - \$251,842**

## Expenditures

- **Town Council (\$37,745)** – The Team is projecting the Town Council to be under budget. This is driven by the lower-than-expected cost of the forensic audit.
- **Finance (\$11,045)** – The Team is projecting the Finance Department to be under budget. This is driven by savings in retirement and health care plans.
- **IT (\$3,004)** – The Team is projecting the IT department to be under budget. This is driven by the final debt service payment on previous servers (removed in the FY 2025 budget).
- **Community Development (\$911)** – The Team is projecting the Community Development department to be under budget. This is driven by the lack of a community development director; however, the team has been working to update downtown and utilizing this budget to do so.
- **Richlands Police Department (\$744)** – The Team is projecting the Richlands Police Department to be under budget. This is primarily driven by lower-than-expected health and retirement actuals.
- **Richland Fire Department (-\$17,012)** – The Team is projecting the Richlands Fire Department to be over budget. This is due to a change in leadership and unforeseen maintenance costs of equipment and apparatus. Line items have been increased for FY 2025 and the Team does not foresee overages for future years.

- Richlands Rescue Squad (-2,752) – The Team is projecting the Richlands Rescue Squad to be slightly over budget. This is primarily driven by maintenance expenses.
- Public Works Streets (\$1,029) – The Team is projecting the Public Works Streets department to be under budget.
- Public Works MSW (\$1,265) – The Team is projecting the Public Works MSW department to be slightly under budget.
- Richlands Parks & Rec (\$1,076) – The Team is projecting the Parks and Rec department to be slightly under budget.
- Non-D (-\$28,828) – The Team is projecting the non-D department to be over budget. This is driven by increases in workers’ comp claims. This is an increase that will be with the Town for the next three years. The Team is preparing to have VRSA come and provide a presentation on this issue later in the summer of calendar year 2024.
- Capital (-\$550,083) – Budget amendments are needed for \$550,083 of capital. This covers:
  - Police Department Roof - \$298,241
  - Mowing equipment - \$251,842

## Recommended Appropriations

- Excavator (\$92,000) – The current excavator is starting to break down, costing the town time and effort on large projects. Three different departments use this piece of machinery and will be offset by the surplus of the current excavator.
- Parks and Recreation (\$15,000) – Covers the cost of new flooring for the upstairs at Rec Park, sealing basketball courts at Critterville, and new trash cans for all parks throughout the town.
- Richlands Annex Capital Fund (\$143,000) – This funding will be used to create a new capital ordinance account for what is temporarily being called Richlands Annex (the public works area next to the railroad). The Town is releasing an RFP for the construction of the new Richlands Fire and Rescue Squad Station. This funding will cover the survey work, earth moving, and the construction of pole barns for

equipment and vehicles. If funding is allowed, the funds will also be used to construct a new office/breakroom for the public works team.

# Town of Richlands, VA

## Town Council Meeting

### Staff Summary

#### Action Item

<b>Agenda Title:</b>	Richlands Fire Department/ Rescue Squad Building RFP		
<b>Staff Contact(s):</b>	Dedra Harris		
<b>Agenda Date:</b>	June 11th, 2024	<b>Item Number:</b>	VII.e
<b>Attachment(s):</b>		Fire Department/Rescue Squad Building RFP	
<b>Reviewed By:</b>	Michael Thomas and Susan Whitt		

#### **SUMMARY:**

The RFP is for the Richlands Fire Department/ Rescue Squad Building. RFP ID: 2024-5.

## TOWN OF RICHLANDS FIRE DEPARTMENT/ RESCUE SQUAD BUILDING

Town Of Richlands  
200 Washington Sq  
Richlands, Virginia 24641  
Phone: 276-964-2566 Fax: 276-963-2889  
[Dharris@richlands-va.gov](mailto:Dharris@richlands-va.gov)

**RFP ID: 2024-5**  
**Prepared By: Dedra Harris**  
**Date: May 2, 2024**

REQUEST FOR PROPOSAL  
TOWN OF RICHLANDS FIRE DEPARTMENT/ RESCUE SQUAD BUILDING  
Richlands – Virginia

**RFP ID: 2024-5**

**PROPOSAL SUBMISSION DEADLINE: JULY 31<sup>st</sup>, 2024, 4:30, END OF BUSINESS DAY**

**QUESTION SUBMISSION DEADLINE: JULY 22<sup>nd</sup>, 2024.**

Questions may be submitted in written form to:

**Contact Name:** Dedra Harris  
**Contact Address:** 200 Washington Sq  
Richlands, Virginia 24641  
**Telephone Number:** 276-964-2566  
**Email Address:** [Dharris@richlands-va.gov](mailto:Dharris@richlands-va.gov)

### **INTRODUCTION**

The Town of Richlands invites and welcomes proposals for their Town of Richlands Fire Department/ Rescue Squad Building project. Based on your previous work experience, your firm has been selected to receive this RFP and is invited to submit a proposal. Please take the time to carefully read and become familiar with the proposal requirements. All proposals submitted for consideration must be received by the time specified above under the "PROPOSAL SUBMISSION DEADLINE."

*BIDDERS SHOULD NOTE THAT ALL WORK INTENDED TO BE SUBCONTRACTED AS PART OF THE BID SUBMITTAL MUST BE ACCOMPANIED BY BACKGROUND MATERIALS AND REFERENCES FOR PROPOSED SUBCONTRACTOR(S) – NO EXCEPTIONS.*

### **PROJECT AND LOCATION**

The project associated with this RFP is or shall be located at 1704 Fifth Street, Richlands, Virginia 24641.

### **PROJECT MANAGER CONTACT INFORMATION**

The following individual(s) are the assigned contacts for the following:

For questions or information regarding Building, Garage Doors, and Concrete, contact:

**Name:** Dedra Harris  
**Title:** Procurement Specialist  
**Phone :** 276-385-0977  
**Fax :** 276-963-2889  
**Email :** [Dharris@richlands-va.gov](mailto:Dharris@richlands-va.gov)

For questions or information regarding Building, Contracting, or Financial Questioning, contact:

**Name:** Jason May  
**Title:** Town Manager  
**Phone:** 276-964-2566  
**Fax:** 276-963-2889  
**Email :** [Jmay@richlands-va.gov](mailto:Jmay@richlands-va.gov)

### **PROJECT OBJECTIVE**

The objective and goal for this project is for the building foundation, the garage doors, and the concrete to be placed so the project can progress.

### **SCHEDULED TIMELINE:**

The following timeline has been established to ensure that our project objective is achieved; however, the following project timeline shall be subject to change when deemed necessary by management.

<b>MILESTONE</b>	<b>DATE</b>
Start of Project Concrete Building Doors	7/1/2024

### **PROPOSAL BIDDING REQUIREMENTS**

#### **PROJECT PROPOSAL EXPECTATIONS**

The Town of Richlands shall award the contract to the proposal that best accommodates the various project requirements. The Town of Richlands reserves the right to: (i) award any contract prior to the proposal deadline or prior to the receipt of all proposals, (ii) award the contract to more than one bidder, and (iii) refuse any proposal or contract.

#### **INTENT TO SUBMIT PROPOSAL**

All invited Bidders are required to submit a "Letter of Intent" no later than June 17<sup>th</sup>, 2024, informing the Town of Richlands of their intent to either submit or decline to submit a proposal.

#### **DEADLINE TO SUBMIT PROPOSAL**

All proposals must be received by the Town of Richlands no later than 4:30, on July 31, 2024, for consideration in the project proposal selection process.

#### **PROPOSAL SELECTION CRITERIA**

Only those proposals received by the stated deadline will be considered. All proposals submitted by the deadline will be reviewed and evaluated based upon information provided in the submitted proposal. In addition, consideration will be given to cost and performance projections. Furthermore, the following criteria will be given considerable weight in the proposal selection process:

1. Proposals received by the stipulated deadline must be in the correct format.
2. Bidders alleged performance effectiveness of their proposal's solution.
3. Bidders' performance history and alleged ability to timely deliver proposed services.
4. Bidders' ability to provide and deliver qualified personnel having the knowledge and skills required to effectively and efficiently execute proposed services.
5. Overall cost effectiveness of the proposal.

The Town of Richlands reserves the right to cancel, suspend or discontinue any proposal at any time, without obligation or notice to the proposing bidder.

## **PROPOSAL SUBMISSION FORMAT**

The following is a list of information that the bidder should include in their proposal submission:

### **Summary of Bidder Background**

1. Bidders Name(s)
2. Bidders Address
3. Bidders Contact Information (and preferred method of communication)
4. Legal Formations of Bidder (sole proprietor, partnership, corporation)
5. Date Bidders Company was Formed.
6. Description of Bidders company in terms of size, range, and types of services offered and clientele.
7. Bidders' principal officers, (President, Chairman, Vice President, Secretary, Chief Operating Officer, Chief Financial Officer, General Manager) and length of time each officer has performed in his or her filed of expertise.
8. Bidders Federal Employee Identification Number (FEIN)
9. Evidence of legal authority to conduct business in Virginia (business license number)
10. Organization chart showing key personnel that would provide services to the Town of Richlands

### **Financial Information**

- Provide a copy of the most recent audited financial statements.
- State whether the Bidder or its parent company has ever filed for bankruptcy or any form of reorganization under the bankruptcy code.
- State whether the Bidder or its parent company has ever received any sanctions or is currently under investigation by any regulatory or government body.

### **Proposed Outcome**

- Summary of timeline and work to be completed.

### **Equipment or Service**

- List all equipment or services required for this proposed project and the number of each.
- Detailed estimate cost for each piece of equipment or services.
- List any equipment or services required of a subcontractor, along with a brief explanation.
- List any accommodation, services, or space required from the Town of Richlands, along with a brief explanation.

### **Cost Proposal Summary and Breakdown**

- A detailed list of all expected costs or expenses related to the proposed project.
- Summary and explanation of any other contributing expenses to the total cost.
- Summary of the total cost of the proposed project.

### **Licensing and Bonding**

- Provide details of licenses and bonds (if any) for any proposed services that the Bidder/Contractor may plan on providing for this project.

### **Insurance**

- Details of any liability or other insurance provided regarding the staff or project.

### **References**

- Provide two references.



# Town of Richlands, VA

## Town Council Meeting

### Staff Summary

#### Action Item

<b>Agenda Title:</b>	Richlands Recreational Park Pool and Splash Pad Project RFP		
<b>Staff Contact(s):</b>	Dedra Harris		
<b>Agenda Date:</b>	June 11th, 2024	<b>Item Number:</b>	VII.f
<b>Attachment(s):</b>		Richlands Recreational Park Pool and Splash Pad RFP	
<b>Reviewed By:</b>	Michael Thomas and Susan Whitt		

#### **SUMMARY:**

The RFP is for the Richlands Recreational Park, Pool and Splash Pad project RFP.

RFP ID: 2024-6.

## TOWN OF RICHLANDS RECREATIONAL PARK POOL AND SPLASH PAD PROJECT

Town Of Richlands  
200 Washington Sq  
Richlands, Virginia 24641  
Phone: 276-964-2566 Fax: 276-963-2889  
[Dharris@richlands-va.gov](mailto:Dharris@richlands-va.gov)

**RFP ID: 2024-6**  
**Prepared By: Dedra Harris**  
**Date: May 6, 2024**

### REQUEST FOR PROPOSAL TOWN OF RICHLANDS RECREATIONAL PARK POOL AND SPLASH PAD PROJECT Richlands – Virginia

**RFP ID: 2024-6**

**PROPOSAL SUBMISSION DEADLINE: JUNE 31<sup>st</sup>, 2024, 4:30, END OF BUSINESS DAY**

**QUESTION SUBMISSION DEADLINE: JUNE 22<sup>nd</sup>, 2024.**

Questions may be submitted in written form to:

**Contact Name:** Dedra Harris  
**Contact Address:** 200 Washington Sq  
Richlands, Virginia 24641  
**Telephone Number:** 276-964-2566  
**Email Address:** [Dharris@richlands-va.gov](mailto:Dharris@richlands-va.gov)

### **INTRODUCTION**

The Town of Richlands invites and welcomes proposals for their Town of Richlands Recreational Park Pool and Splash Pad project. Based on your previous work experience, your firm has been selected to receive this RFP and is invited to submit a proposal. Please take the time to carefully read and become familiar with the proposal requirements. All proposals submitted for consideration must be received by the time specified above under the "PROPOSAL SUBMISSION DEADLINE."

*BIDDERS SHOULD NOTE THAT ALL WORK INTENDED TO BE SUBCONTRACTED AS PART OF THE BID SUBMITTAL MUST BE ACCOMPANIED BY BACKGROUND MATERIALS AND REFERENCES FOR PROPOSED SUBCONTRACTOR(S) – NO EXCEPTIONS.*

### **PROJECT AND LOCATION**

The project associated with this RFP is or shall be located at 126 Rec Park Drive, Richlands, Virginia 24641.

### **PROJECT MANAGER CONTACT INFORMATION**

The following individual(s) are the assigned contacts for the following:

For questions or information regarding Engineering and Design Services contact:

**Name:** Dedra Harris  
**Title:** Procurement Specialist  
**Phone :** 276-385-0977  
**Fax :** 276-963-2889  
**Email :** [Dharris@richlands-va.gov](mailto:Dharris@richlands-va.gov)

For questions or information regarding Contracting, or Financial Questioning, contact:

**Name:** Jason May  
**Title:** Town Manager  
**Phone:** 276-964-2566  
**Fax:** 276-963-2889  
**Email :** [Jmay@richlands-va.gov](mailto:Jmay@richlands-va.gov)

### **PROJECT OBJECTIVE**

The objective and goal for this project is to locate an engineer and a design service.

### **SCHEDULED TIMELINE:**

The following timeline has been established to ensure that our project objective is achieved; however, the following project timeline shall be subject to change when deemed necessary by management.

<b>MILESTONE</b>	<b>DATE</b>
Start of Project Engineering Design Services	7/1/2024

### **PROPOSAL BIDDING REQUIREMENTS**

#### **PROJECT PROPOSAL EXPECTATIONS**

The Town of Richlands shall award the contract to the proposal that best accommodates the various project requirements. The Town of Richlands reserves the right to: (i) award any contract prior to the proposal deadline or prior to the receipt of all proposals, (ii) award the contract to more than one bidder, and (iii) refuse any proposal or contract.

#### **INTENT TO SUBMIT PROPOSAL**

All invited Bidders are required to submit a "Letter of Intent" no later than June 17<sup>th</sup>, 2024, informing the Town of Richlands of their intent to either submit or decline to submit a proposal.

#### **DEADLINE TO SUBMIT PROPOSAL**

All proposals must be received by the Town of Richlands no later than 4:30, on June 31<sup>st</sup>, 2024, for consideration in the project proposal selection process.

#### **PROPOSAL SELECTION CRITERIA**

Only those proposals received by the stated deadline will be considered. All proposals submitted by the deadline will be reviewed and evaluated based upon information provided in the submitted proposal. In addition, consideration will be given to cost and performance projections. Furthermore, the following criteria will be given considerable weight in the proposal selection process:

1. Proposals received by the stipulated deadline must be in the correct format.
2. Bidders' alleged performance effectiveness of their proposal's solution.
3. Bidders' performance history and alleged ability to timely deliver proposed services.
4. Bidders' ability to provide and deliver qualified personnel having the knowledge and skills required to effectively and efficiently execute proposed services.
5. Overall cost effectiveness of the proposal.

The Town of Richlands reserves the right to cancel, suspend or discontinue any proposal at any time, without obligation or notice to the proposing bidder.

## **PROPOSAL SUBMISSION FORMAT**

The following is a list of information that the bidder should include in their proposal submission:

### **Summary of Bidder Background**

1. Bidders Name(s)
2. Bidders Address
3. Bidders Contact Information (and preferred method of communication)
4. Legal Formations of Bidder (sole proprietor, partnership, corporation)
5. Date Bidders Company was Formed.
6. Description of Bidders company in terms of size, range, and types of services offered and clientele.
7. Bidders' principal officers, (President, Chairman, Vice President, Secretary, Chief Operating Officer, Chief Financial Officer, General Manager) and length of time each officer has performed in his or her filed of expertise.
8. Bidders Federal Employee Identification Number (FEIN)
9. Evidence of legal authority to conduct business in Virginia (business license number)
10. Organization chart showing key personnel that would provide services to the Town of Richlands

### **Financial Information**

- Provide a copy of the most recent audited financial statements.
- State whether the Bidder or its parent company has ever filed for bankruptcy or any form of reorganization under the bankruptcy code.
- State whether the Bidder or its parent company has ever received any sanctions or is currently under investigation by any regulatory or government body.

### **Proposed Outcome**

- Summary of timeline and work to be completed.

### **Equipment or Service**

- List all equipment or services required for this proposed project and the number of each.
- Detailed estimate cost for each piece of equipment or services.
- List any equipment or services required of a subcontractor, along with a brief explanation.
- List any accommodation, services, or space required from the Town of Richlands, along with a brief explanation.

### **Cost Proposal Summary and Breakdown**

- A detailed list of all expected costs or expenses related to the proposed project.
- Summary and explanation of any other contributing expenses to the total cost.
- Summary of the total cost of the proposed project.

### **Licensing and Bonding**

- Provide details of licenses and bonds (if any) for any proposed services that the Bidder/Contractor may plan on providing for this project.

### **Insurance**

- Details of any liability or other insurance provided regarding the staff or project.

### **References**

- Provide two references.

# Town of Richlands, VA

## Town Council Meeting

### Staff Summary

#### Action Item

<b>Agenda Title:</b>	Monthly Financial Reports		
<b>Staff Contact(s):</b>	Ronnie Campbell		
<b>Agenda Date:</b>	June 11, 2024	<b>Item Number:</b>	VIII.
<b>Attachment(s):</b>	1.	Income Statement Summary	
	2.	Income Statement Detail	
	3.	Reserve Analysis	
<b>Reviewed By:</b>	Jason May and Susan Whitt		

#### **SUMMARY:**

The attachments include the financial results for April 2024. The reports include 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 unreserved cash balances 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.

#### **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. Please let us know whether you have additional reporting needs and would like to schedule time to review activity in more detail.

Town of Richlands

Income Statement Summary: 2023 - 2024  
For the Period Ending 4/30/2024

<u>Fund</u>	<u>Current Month Net Income (Loss)</u>	<u>Year To Date Net Income (Loss)</u>	<u>Drivers</u>	<u>Variance Permanent or Timing</u>
General	(\$164,356)	\$318,346	YTD net income variance primarily results from a net help (82.5% of budget or \$1.4M) of lower expenses in Finance, IT, Community Development, Police, Rescue and Street/Sanitation Departments, offset by higher expenses in capital purchases. Revenues are lower in bank stock taxes, consumer/consumption utility tax, personal property taxes, other revenues and garbage collections for a hurt (78.7% of budget or \$1.8M).	- Revenue: Bank Stock Taxes and Other Revenues - Timing; - Revenue: Personal Property Taxes, Consumer/Consumption Utility Tax and Garbage Collections - Permanent; - Expenses - Permanent (Refer to Projections and Budget Amendment Discussion); - Capital (Unrestricted fund balance/ARPA Fund Offset and Grants) - Permanent
Water	(35,624)	82,572	YTD net income variance primarily results from lower revenues hurt (70.0% of budget or \$490K), offset by lower expenses help (84.8% of budget or \$189K).	- Revenues - Permanent; - Expenses - Permanent
Sewer	33,237	229,618	YTD net income variance primarily results from lower revenues hurt (71.4% of budget or \$501K), offset by lower expenses help (81.5% of budget or \$233K).	- Revenues - Permanent; - Expenses - Permanent
Water/Sewer Line Maintenance	(36,976)	(325,438)	There is not a separate revenue stream. YTD net loss variance results from lower expenses help (68.5% of budget or \$150K).	- Expenses - Timing
Electric	(70,465)	(321,338)	YTD net loss variance primarily results from lower revenues hurt (78.7% of budget or \$1.6M) and capital purchase, offset by lower expenses help (83.1% of budget or \$1.2M).	- Revenues - Permanent; - Expenses - Permanent - Capital - Permanent (Unrestricted fund balance/ARPA Fund Offset)
Total All Funds	(\$274,184)	(\$16,240)		

**Town of Richlands**  
**Income Statement: 2023 - 2024**  
**For the Period Ending 4/30/2024**

General Fund Revenues	Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	% Received	Unappropriated Help (Hurt)
	10-3700-410000	REAL ESTATE TAXES	\$535,000.00	\$17,694.33	\$517,678.79	96.76%	(\$17,321.21)
	10-3700-410050	R E TAX BUDGET	\$20,000.00	\$6,446.37	(\$7,947.86)	-39.74%	(\$27,947.86)
	10-3700-410100	R.E. TAXES PRO RATA	\$1,000.00	\$177.13	(\$1,077.20)	-107.72%	(\$2,077.20)
	10-3700-410200	DELINQUENT TAXES	\$20,000.00	\$3,606.26	\$15,338.32	76.69%	(\$4,661.68)
	10-3700-410300	PENALTIES ON TAXES	\$2,000.00	\$1,065.68	\$2,332.98	116.65%	\$332.98
	10-3700-410350	INTEREST ON TAXES	\$5,000.00	\$741.36	\$2,836.39	56.73%	(\$2,163.61)
	10-3700-410400	PUBLIC SERVICE TAXES	\$46,000.00	\$0.00	\$40,839.55	88.78%	(\$5,160.45)
	10-3700-410500	R E TAX OVERPAYMENTS	\$0.00	\$0.00	\$373.87	0.00%	\$373.87
	<b>Total Dept. 3700</b>	<b>REVENUE</b>	<b>\$629,000.00</b>	<b>\$29,731.13</b>	<b>\$570,374.84</b>	<b>90.68%</b>	<b>(\$58,625.16)</b>
	10-3701-411000	BANK STOCK TAXES	\$173,000.00	\$0.00	\$10,822.00	6.26%	(\$162,178.00)
	10-3701-411100	RESTAURANT FOOD TAX	\$906,500.00	\$95,587.41	\$885,046.23	97.63%	(\$21,453.77)
	10-3701-411200	BUSINESS LICENSES	\$500,000.00	\$35,743.04	\$559,101.92	111.82%	\$59,101.92
	10-3701-411300	MOTOR VEHICLE LICENSES	\$30,000.00	\$3,038.92	\$36,737.09	122.46%	\$6,737.09
	10-3701-411400	MOBILE HOME LICENSE	\$8,000.00	\$473.53	\$7,793.08	97.41%	(\$206.92)
	10-3701-411450	PERSONAL PROPERTY TAX	\$155,000.00	\$0.00	(\$7.61)	0.00%	(\$155,007.61)
	10-3701-411500	CIGARETTE TAX	\$200,000.00	\$0.00	\$161,250.00	80.63%	(\$38,750.00)
	10-3701-411550	DELINQUENT PER PROPERTY TAXES	\$1,000.00	\$898.52	\$3,956.50	395.65%	\$2,956.50
	10-3701-411650	PENALTIES ON PER PROPERTY TAXES	\$0.00	\$44.85	\$203.09	0.00%	\$203.09
	10-3701-411750	INTEREST ON PERSONAL PROPERTY TAXES	\$0.00	\$69.90	\$238.80	0.00%	\$238.80
	10-3701-412000	ZONING PERMITS	\$1,000.00	\$180.00	\$1,120.00	112.00%	\$120.00
	10-3701-413000	COURT FINES & FOREFEITURE	\$30,000.00	\$2,481.79	\$30,340.17	101.13%	\$340.17
	10-3701-413050	E-CITATION COLLECTIONS	\$500.00	\$214.06	\$2,112.16	422.43%	\$1,612.16
	10-3701-413100	PARKING VIOLATIONS	\$600.00	\$125.00	\$425.00	70.83%	(\$175.00)
	10-3701-413300	INTEREST INCOME	\$5,000.00	\$1,454.85	\$7,291.07	145.82%	\$2,291.07
	10-3701-413400	CONTRACT WORK-STREET	\$2,000.00	\$534.10	\$5,577.02	278.85%	\$3,577.02
	10-3701-413900	SALE OF SALVAGE & SURPLUS	\$20,000.00	\$0.00	\$3,541.75	17.71%	(\$16,458.25)
	10-3701-413950	GAIN/LOSS ON ASSET DISPOSAL	\$0.00	\$0.00	\$73,550.00	0.00%	\$73,550.00
	10-3701-414100	FIRE/RESCUE CONTRACTS	\$270,000.00	\$75,000.00	\$300,000.00	111.11%	\$30,000.00

10-3701-414125	RESCUE SQUAD BILLING REVENUE	\$700,000.00	\$119,244.40	\$773,448.89	110.49%	\$73,448.89
10-3701-414130	RESCUE BAD DEBT COLLECTIONS	\$6,000.00	\$50.40	\$1,682.83	28.05%	(\$4,317.17)
10-3701-414150	SWIMMING POOL FEES	\$12,000.00	\$0.00	\$8,038.54	66.99%	(\$3,961.46)
10-3701-414200	CONCESSION COLL	\$15,000.00	\$795.73	\$20,152.63	134.35%	\$5,152.63
10-3701-414250	BASKETBALL FEES	\$7,500.00	\$298.00	\$21,589.00	287.85%	\$14,089.00
10-3701-414350	OUTDOOR TENNIS FEES	\$100.00	\$6.00	\$108.00	108.00%	\$8.00
10-3701-414400	MEMBERSHIP FEES	\$250.00	\$80.00	\$1,085.00	434.00%	\$835.00
10-3701-414425	WEIGHT ROOM FEES	\$1,000.00	\$144.00	\$1,552.00	155.20%	\$552.00
10-3701-414450	ROOM RENTAL UPSTAIRS	\$2,000.00	\$280.00	\$2,915.00	145.75%	\$915.00
10-3701-414475	SHELTER RENTAL FEES	\$500.00	\$105.00	\$385.00	77.00%	(\$115.00)
10-3701-414500	MISC RECREATION REVENUE	\$1,000.00	\$101.00	\$3,255.00	325.50%	\$2,255.00
10-3701-414525	REC TOURNAMENTS/EVENTS	\$0.00	\$0.00	\$623.00	0.00%	\$623.00
10-3701-414550	VOLLEYBALL FEES	\$8,000.00	\$0.00	\$10,357.00	129.46%	\$2,357.00
10-3701-420150	GARBAGE COLLECTIONS	\$580,000.00	\$43,591.62	\$430,077.88	74.15%	(\$149,922.12)
10-3701-420175	Bulk/Brush Fees	\$0.00	\$2,998.00	\$2,998.00	0.00%	\$2,998.00
10-3701-420200	PENALTIES	\$6,000.00	\$974.22	\$8,484.78	141.41%	\$2,484.78
10-3701-420420	STATE-LOCAL TAX	\$16,000.00	\$1,521.13	\$16,693.68	104.34%	\$693.68
10-3701-420550	CONSUMER/CONSUMPTION UTILITY TAX	\$270,000.00	\$19,030.31	\$190,792.10	70.66%	(\$79,207.90)
10-3701-420900	CONVENIENCE FEE	\$5,000.00	\$192.00	\$1,494.00	29.88%	(\$3,506.00)
10-3701-430000	MISCELLANEOUS REVENUE	\$10,000.00	\$779.57	\$11,884.24	118.84%	\$1,884.24
10-3701-430100	GIFTS & DONATIONS-PVT	\$0.00	\$0.00	\$1,000.00	0.00%	\$1,000.00
10-3701-430300	RETURN CHECK FEES	\$500.00	\$210.00	\$1,530.00	306.00%	\$1,030.00
10-3701-430400	DNTN & COMM DEVELOP REVENUE	\$0.00	\$330.00	\$39,525.06	0.00%	\$39,525.06
10-3701-430600	COMM & CIVIC PROG REVENUE	\$0.00	\$70.00	\$735.00	0.00%	\$735.00
10-3701-430900	DONATIONS & MISC-FIRE	\$3,000.00	\$0.00	\$2,920.00	97.33%	(\$80.00)
10-3701-430950	GIFTS & DONATIONS-REC	\$5,000.00	\$0.00	\$0.00	0.00%	(\$5,000.00)
10-3701-431000	GIFTS & DONATIONS-POLICE	\$10,000.00	\$0.00	\$11,705.69	117.06%	\$1,705.69
10-3701-431050	DONATIONS & MISC-RESCUE	\$1,500.00	\$200.00	\$4,447.79	296.52%	\$2,947.79
10-3701-431100	MISCELLANEOUS REVENUE-POLICE	\$4,000.00	\$25.00	\$61,486.72	1537.17%	\$57,486.72
10-3701-431200	RESTITUTION	\$0.00	\$0.00	\$319.19	0.00%	\$319.19
<b>Total Dept.3701</b>	<b>REVENUE</b>	<b>\$3,966,950.00</b>	<b>\$406,872.35</b>	<b>\$3,720,384.29</b>	<b>93.78%</b>	<b>(\$246,565.71)</b>
10-3702-433100	SALES TAX PROCEEDS	\$572,250.00	\$42,385.22	\$443,182.25	77.45%	(\$129,067.75)
10-3702-433200	MOTOR VEHICLE CARRIER TAX	\$4,500.00	\$344.86	\$3,373.68	74.97%	(\$1,126.32)
10-3702-433300	MOBILE HOME TITLING TAX	\$2,000.00	\$0.00	\$1,350.00	67.50%	(\$650.00)
10-3702-434000	COMM OF VA LAW ENFORCEMNT	\$150,000.00	\$0.00	\$128,958.00	85.97%	(\$21,042.00)
10-3702-434100	STREET & HWGY MAINT.	\$1,354,716.00	\$0.00	\$948,558.66	70.02%	(\$406,157.34)
10-3702-434200	LITTER CONTROL	\$3,000.00	\$0.00	\$5,917.00	197.23%	\$2,917.00



Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD	% Used	Unappropriated Help (Hurt)
10-3702-435000	BLOCK GRANT-LLEB/POLICE	\$0.00	\$2,579.84	\$5,042.84	0.00%	\$5,042.84
10-3702-435200	POLICE GRANTS-OTHER	\$34,500.00	\$15,681.06	\$261,746.11	758.68%	\$227,246.11
10-3702-435310	PL-ST ASSET FORF REVENUE	\$0.00	\$2,875.93	\$2,875.93	0.00%	\$2,875.93
10-3702-435400	DRUG ENFORCEMENT & PROSEC	\$76,087.00	\$0.00	\$76,087.00	100.00%	\$0.00
10-3702-435425	HIDTA FED GRANT	\$19,000.00	\$3,734.58	\$10,113.32	53.23%	(\$8,886.68)
10-3702-435450	RESTITUTION-NTF BUY MONEY	\$0.00	\$2,489.83	\$12,762.53	0.00%	\$12,762.53
10-3702-435500	EMS GRANTS	\$0.00	\$0.00	\$51,856.91	0.00%	\$51,856.91
10-3702-435550	FIRE GRANTS	\$22,500.00	\$0.00	\$24,387.00	108.39%	\$1,887.00
10-3702-460000	OTHER STATE/FED REVENUE	\$14,500.00	\$0.00	\$14,956.73	103.15%	\$456.73
<b>Total Dept. 3702</b>		<b>\$2,253,053.00</b>	<b>\$70,091.32</b>	<b>\$1,991,167.96</b>	<b>88.38%</b>	<b>(\$261,885.04)</b>
10-3703-470000	TRANSFER IN FROM UT-ADM COST	\$530,500.00	\$42,914.00	\$398,144.00	75.05%	(\$132,356.00)
10-3703-471000	TRANSFER IN FROM UT-IT COST	\$15,000.00	\$12,556.40	\$51,569.64	343.80%	\$36,569.64
<b>Total Dept. 3703</b>		<b>\$545,500.00</b>	<b>\$55,470.40</b>	<b>\$449,713.64</b>	<b>82.44%</b>	<b>(\$95,786.36)</b>
10-3704-480000	FUND BALANCE ALLOCATION	\$1,160,000.00	\$0.00	\$0.00	0.00%	(\$1,160,000.00)
<b>Total Dept. 3704</b>		<b>\$1,160,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>(\$1,160,000.00)</b>
<b>Total Fund</b>		<b>\$8,554,503.00</b>	<b>\$562,165.20</b>	<b>\$6,731,640.73</b>	<b>78.69%</b>	<b>(\$1,822,862.27)</b>
<b>General Fund Expenditures</b>						
<b>Account Number</b>	<b>Account Description</b>	<b>Approp Amount</b>	<b>Activity this Period</b>	<b>Expenditure YTD</b>	<b>% Used</b>	<b>Unappropriated Help (Hurt)</b>
<b>Department 4010</b>	<b>COUNCIL</b>					
10-4010-500000	SALARIES AND WAGES	\$10,500.00	\$875.00	\$8,907.24	84.83%	\$1,592.76
10-4010-500100	TOWN ATTORNEY	\$65,000.00	\$2,580.83	\$40,224.57	61.88%	\$24,775.43
10-4010-500150	CLERK SALARY	\$9,000.00	\$1,000.00	\$10,000.00	111.11%	(\$1,000.00)
10-4010-501000	INS SOCIAL SECURITY	\$1,720.00	\$286.84	\$1,446.23	84.08%	\$273.77
10-4010-501250	INS WORKMENS COMPENSATION	\$25.00	\$0.00	\$9.62	38.48%	\$15.38
10-4010-519000	MISCELLANEOUS	\$2,000.00	\$1,020.37	\$4,742.31	237.12%	(\$2,742.31)
10-4010-525000	SPECIAL STUDIES	\$174,500.00	\$0.00	\$122,331.59	70.10%	\$52,168.41
10-4010-525150	TOWN EVENTS	\$5,000.00	\$423.19	\$28,589.14	571.78%	(\$23,589.14)
<b>Total Dept. 4010</b>	<b>COUNCIL</b>	<b>\$267,745.00</b>	<b>\$6,186.23</b>	<b>\$216,250.70</b>	<b>80.77%</b>	<b>\$51,494.30</b>
<b>Department 4040</b>	<b>FINANCE OFFICE</b>					
10-4040-500000	SALARIES AND WAGES	\$346,500.00	\$31,815.82	\$314,321.75	90.71%	\$32,178.25
10-4040-500050	TOWN MANAGER SALARY	\$120,000.00	\$12,138.46	\$74,198.76	61.83%	\$45,801.24

10-4040-501000	INS SOCIAL SECURITY	\$35,160.00	\$4,808.69	\$28,057.42	79.80%	\$7,102.58
10-4040-501100	INS HEALTH	\$146,136.00	\$9,786.00	\$85,731.00	58.67%	\$60,405.00
10-4040-501150	INS - LIFE	\$2,700.00	\$165.98	\$1,385.26	51.31%	\$1,314.74
10-4040-501200	INS - RETIREMENT PLAN	\$143,080.00	\$9,470.87	\$55,787.68	38.99%	\$87,292.32
10-4040-501225	VRS-VLDP	\$3,400.00	\$247.57	\$1,768.48	52.01%	\$1,631.52
10-4040-501250	INS WORKMENS COMPENSATION	\$600.00	\$0.00	\$239.65	39.94%	\$360.35
10-4040-501300	INS GEN LIABILITY/BLDG	\$8,835.00	\$0.00	\$9,727.23	110.10%	(\$892.23)
10-4040-501350	INS AUTO	\$300.00	\$0.00	\$222.00	74.00%	\$78.00
10-4040-510000	CASH OVER & SHORT	\$50.00	(\$0.01)	(\$30.01)	-60.02%	\$80.01
10-4040-510050	CONTRACT CONSULTANT	\$0.00	\$0.00	\$39,129.61	0.00%	(\$39,129.61)
10-4040-510100	AUDITING & LEGAL	\$10,834.00	\$0.00	\$12,760.00	117.69%	(\$1,916.00)
10-4040-510125	CIGARETTE STAMPS	\$5,600.00	\$0.00	\$2,532.60	45.23%	\$3,067.40
10-4040-510150	PRINTING & BINDING	\$3,000.00	\$0.00	\$2,442.53	81.42%	\$557.47
10-4040-510250	DUES & MERBERSHIP	\$9,000.00	\$84.98	\$6,143.95	68.27%	\$2,856.05
10-4040-510300	ADVERTISING	\$2,500.00	\$166.50	\$3,304.76	132.19%	(\$804.76)
10-4040-510350	OFFICE SUPPLIES	\$5,000.00	\$37.98	\$2,005.07	40.10%	\$2,994.93
10-4040-510400	POSTAGE	\$9,500.00	\$507.50	\$7,015.80	73.85%	\$2,484.20
10-4040-510425	CARD PROCESSING CHGS/ACH FEES/BANK ANALY:	\$16,000.00	\$1,437.64	\$15,305.85	95.66%	\$694.15
10-4040-510450	TELEPHONE/INTERNET/COMM	\$6,000.00	\$321.38	\$4,479.94	74.67%	\$1,520.06
10-4040-510500	UNIFORMS	\$1,000.00	\$0.00	\$572.31	57.23%	\$427.69
10-4040-510550	TRAINING EXPENSE	\$1,000.00	\$67.19	\$712.33	71.23%	\$287.67
10-4040-510600	EQUIPMENT MAINTENANCE	\$6,000.00	\$343.61	\$5,921.69	98.69%	\$78.31
10-4040-510625	IT SERVICE/EQ	\$0.00	\$0.00	\$11,889.00	0.00%	(\$11,889.00)
10-4040-510700	VEHICLE MAINT-INSIDE	\$1,000.00	\$0.00	\$0.00	0.00%	\$1,000.00
10-4040-510750	VEHICLE MAINT-OUTSIDE	\$500.00	\$0.00	\$0.00	0.00%	\$500.00
10-4040-510800	MOTOR FUEL & LUBRICATION	\$1,000.00	\$0.00	\$0.00	0.00%	\$1,000.00
10-4040-510900	EQUIPMENT	\$2,500.00	\$0.00	\$2,516.48	100.66%	(\$16.48)
10-4040-511000	BUILDING REPAIRS/ADDITION	\$6,000.00	\$193.80	\$4,791.92	79.87%	\$1,208.08
10-4040-511050	GROUND & FACILITIES	\$2,000.00	\$0.00	\$934.80	46.74%	\$1,065.20
10-4040-511100	SUPPLIES & MATERIALS	\$4,000.00	\$345.83	\$5,045.14	126.13%	(\$1,045.14)
10-4040-511150	CLEANING SUPPLIES	\$6,000.00	\$52.12	\$2,379.18	39.65%	\$3,620.82
10-4040-511200	ELECTRICITY	\$15,500.00	\$1,422.00	\$13,693.38	88.34%	\$1,806.62
10-4040-511250	WATER	\$900.00	\$31.95	\$316.54	35.17%	\$583.46
10-4040-511300	SEWER	\$700.00	\$35.91	\$355.48	50.78%	\$344.52
10-4040-511350	GARBAGE	\$550.00	\$31.91	\$319.10	58.02%	\$230.90
10-4040-519000	MISCELLANEOUS	\$6,000.00	\$422.00	\$5,803.41	96.72%	\$196.59
10-4040-525100	BUS TRANSIT	\$7,200.00	\$600.00	\$6,000.00	83.33%	\$1,200.00
<b>Total Dept. 4040</b>	<b>FINANCE OFFICE</b>	<b>\$936,045.00</b>	<b>\$74,535.68</b>	<b>\$727,770.09</b>	<b>77.75%</b>	<b>\$208,274.91</b>

<b>Department 4050</b>	<b>NON-DEPARTMENTAL</b>								
10-4050-500250	EMPLOYEE APPRECIATION	\$3,000.00	\$0.00	\$2,564.32	85.48%	\$435.68			
10-4050-501100	INS HEALTH	\$0.00	\$0.00	\$627.00	0.00%	(\$627.00)			
10-4050-501150	INS.-LIFE	\$1,000.00	\$98.10	\$973.95	97.40%	\$26.05			
10-4050-501250	INS WORKMENS COMPENSATION	\$0.00	\$0.00	\$50,339.62	0.00%	(\$50,339.62)			
<b>Total Dept.4050</b>	<b>NON-DEPARTMENTAL</b>	<b>\$4,000.00</b>	<b>\$98.10</b>	<b>\$54,504.89</b>	<b>1362.62%</b>	<b>(\$50,504.89)</b>			
<b>Department 4060</b>	<b>IT DEPARTMENT</b>								
10-4060-500000	SALARIES AND WAGES	\$15,000.00	\$2,481.66	\$18,649.43	124.33%	(\$3,649.43)			
10-4060-501000	INS SOCIAL SECURITY	\$1,150.00	\$189.85	\$1,377.50	119.78%	(\$227.50)			
10-4060-501250	INS WORKMENS COMPENSATION	\$25.00	\$0.00	\$9.12	36.48%	\$15.88			
10-4060-510625	IT SERVICE/MAINTENANCE	\$88,000.00	\$29,828.61	\$93,956.63	106.77%	(\$5,956.63)			
10-4060-510825	RETIREMENT OF DEBT	\$62,827.00	\$0.00	\$0.00	0.00%	\$62,827.00			
10-4060-519000	MISCELLANEOUS	\$500.00	\$0.00	\$0.00	0.00%	\$500.00			
10-4060-550300	CONTRACT LABOR	\$18,000.00	\$2,030.00	\$16,230.00	90.17%	\$1,770.00			
10-4060-580800	INTEREST EXPENSE	\$0.00	\$0.00	\$2,429.70	0.00%	(\$2,429.70)			
<b>Total Dept.4060</b>	<b>IT DEPARTMENT</b>	<b>\$185,502.00</b>	<b>\$34,530.12</b>	<b>\$132,652.38</b>	<b>71.51%</b>	<b>\$52,849.62</b>			
<b>Department 4070</b>	<b>COMMUNITY DEVELOPMENT</b>								
10-4070-500000	SALARIES AND WAGES	\$38,000.00	\$0.00	\$0.00	0.00%	\$38,000.00			
10-4070-501000	INS SOCIAL SECURITY	\$2,750.00	\$0.00	\$0.00	0.00%	\$2,750.00			
10-4070-501100	INS HEALTH	\$20,000.00	\$0.00	\$0.00	0.00%	\$20,000.00			
10-4070-501150	INS LIFE	\$200.00	\$0.00	\$0.00	0.00%	\$200.00			
10-4070-501200	INS.-RETIREMENT PLAN	\$8,500.00	\$0.00	\$0.00	0.00%	\$8,500.00			
10-4070-501225	VRS-VLDP	\$600.00	\$0.00	\$0.00	0.00%	\$600.00			
10-4070-501250	INS WORKMENS COMPENSATION	\$35.00	\$0.00	\$0.00	0.00%	\$35.00			
10-4070-510800	FUEL	\$200.00	\$0.00	\$0.00	0.00%	\$200.00			
10-4070-511100	SUPPLIES & MATERIALS	\$500.00	\$0.00	\$0.00	0.00%	\$500.00			
10-4070-519000	MISCELLANEOUS	\$0.00	\$0.00	\$2,349.77	0.00%	(\$2,349.77)			
10-4070-525150	DOWNTOWN ACTIVITY	\$0.00	\$0.00	\$0.30	0.00%	(\$0.30)			
<b>Total Dept.4070</b>	<b>COMMUNITY DEVELOPMENT</b>	<b>\$70,785.00</b>	<b>\$0.00</b>	<b>\$2,350.07</b>	<b>3.32%</b>	<b>\$68,434.93</b>			
<b>Department 4110</b>	<b>POLICE GRANTS</b>								
10-4110-524150	LLEB BLOCK GRANT	\$0.00	\$0.00	\$5,042.84	0.00%	(\$5,042.84)			
10-4110-524200	DMV	\$0.00	\$4,571.05	\$15,883.13	0.00%	(\$15,883.13)			
10-4110-524250	OTHER GRANTS	\$56,054.00	\$4,855.56	\$83,434.05	148.85%	(\$27,380.05)			
<b>Total Dept.4110</b>	<b>POLICE GRANTS</b>	<b>\$56,054.00</b>	<b>\$9,426.61</b>	<b>\$104,360.02</b>	<b>186.18%</b>	<b>(\$48,306.02)</b>			

<b>Department 4120</b>	<b>FED/STATE ASSET FORF</b>								
10-4120-511100	SUPPLIES & MATERIALS	\$0.00	\$0.00	\$814.99	0.00%				(\$814.99)
10-4120-535320	NTF-STATE ASSET FORF EXPENSE	\$0.00	\$298.66	\$2,452.66	0.00%				(\$2,452.66)
<b>Total Dept.4120</b>	<b>FED/STATE ASSET FORF</b>	<b>\$0.00</b>	<b>\$298.66</b>	<b>\$3,267.65</b>	<b>0.00%</b>				<b>(\$3,267.65)</b>
<b>Department 4130</b>	<b>TZ CO NARCOTICS TASK FORCE</b>								
10-4130-501050	INS.-FRINGE BENEFITS	\$13,839.00	\$622.00	\$6,220.00	44.95%				\$7,619.00
10-4130-510125	PROFESSIONAL SERVICES	\$425.00	\$70.00	\$315.00	74.12%				\$110.00
10-4130-510350	OFFICE SUPPLIES	\$2,500.00	\$145.87	\$701.27	28.05%				\$1,798.73
10-4130-510450	TELEPHONE/INTERNET/COMM	\$7,100.00	\$327.74	\$6,657.08	93.76%				\$442.92
10-4130-510750	VEHICLE MAINT-OUTSIDE	\$9,000.00	\$0.00	\$3,905.81	43.40%				\$5,094.19
10-4130-510900	EQUIPMENT	\$6,000.00	\$0.00	\$0.00	0.00%				\$6,000.00
10-4130-519000	MISCELLANEOUS	\$36,766.00	\$1,005.02	\$4,996.69	13.59%				\$31,769.31
10-4130-530075	HIDTA GRANT PURCHASES	\$19,000.00	\$348.27	\$9,153.14	48.17%				\$9,846.86
<b>Total Dept.4130</b>	<b>TZ CO NARCOTICS TASK FORCE</b>	<b>\$94,630.00</b>	<b>\$2,518.90</b>	<b>\$31,948.99</b>	<b>33.76%</b>				<b>\$62,681.01</b>
<b>Department 4140</b>	<b>POLICE DEPARTMENT</b>								
10-4140-500000	SALARIES AND WAGES	\$959,000.00	\$67,894.91	\$764,863.33	79.76%				\$194,136.67
10-4140-500150	OVERTIME	\$60,990.00	\$9,487.09	\$102,921.88	168.75%				(\$41,931.88)
10-4140-501000	INS SOCIAL SECURITY	\$76,900.00	\$8,914.86	\$65,670.80	85.40%				\$11,229.20
10-4140-501100	INS HEALTH	\$275,000.00	\$13,883.00	\$145,978.00	53.08%				\$129,022.00
10-4140-501150	INS.-LIFE	\$5,500.00	\$360.10	\$3,265.08	59.37%				\$2,234.92
10-4140-501200	INS.-RETIREMENT PLAN	\$295,000.00	\$17,430.52	\$280,327.54	95.03%				\$14,672.46
10-4140-501225	VRS-VLDP	\$1,000.00	\$57.27	\$572.70	57.27%				\$427.30
10-4140-501250	INS WORKMENS COMPENSATION	\$38,000.00	\$0.00	\$17,236.27	45.36%				\$20,763.73
10-4140-501300	INS GEN LIABILITY/BLDG	\$3,500.00	\$0.00	\$2,666.19	76.18%				\$833.81
10-4140-501350	INS AUTO	\$9,200.00	\$0.00	\$6,543.00	71.12%				\$2,657.00
10-4140-510150	PRINTING & BINDING	\$3,000.00	\$290.00	\$314.64	10.49%				\$2,685.36
10-4140-510250	DUES & MEMBERSHIP	\$11,200.00	\$100.00	\$390.00	3.48%				\$10,810.00
10-4140-510350	OFFICE SUPPLIES	\$4,500.00	\$0.00	\$2,827.70	62.84%				\$1,672.30
10-4140-510400	POSTAGE	\$700.00	\$38.75	\$371.32	53.05%				\$328.68
10-4140-510450	TELEPHONE/INTERNET/COMM	\$16,000.00	\$1,119.21	\$9,705.41	60.66%				\$6,294.59
10-4140-510500	UNIFORMS	\$10,000.00	\$648.39	\$10,119.54	101.20%				(\$119.54)
10-4140-510550	TRAINING EXPENSE	\$17,000.00	\$2,244.06	\$14,055.28	82.68%				\$2,944.72
10-4140-510600	EQUIPMENT MAINTENANCE	\$32,000.00	\$566.36	\$27,369.86	85.53%				\$4,630.14
10-4140-510625	IT SERVICE/EQ	\$0.00	\$26.31	\$26.31	0.00%				(\$26.31)
10-4140-510650	TWO-WAY RADIO MAINTENANCE	\$4,000.00	\$18.46	\$1,299.76	32.49%				\$2,700.24

10-4140-510700	VEHICLE MAINT-INSIDE	\$6,000.00	\$218.86	\$2,573.77	42.90%	\$3,426.23
10-4140-510750	VEHICLE MAINT-OUTSIDE	\$18,500.00	\$3,414.90	\$27,836.15	150.47%	(\$9,336.15)
10-4140-510800	MOTOR FUEL & LUBRICATION	\$60,000.00	\$3,727.01	\$57,611.71	96.02%	\$2,388.29
10-4140-510850	OFFICE FURN & FIXTURES	\$1,000.00	\$0.00	\$0.00	0.00%	\$1,000.00
10-4140-510900	EQUIPMENT	\$74,557.12	\$1,746.55	\$52,014.46	69.76%	\$22,542.66
10-4140-511000	BUILDING REPAIRS/ADDITION	\$5,000.00	\$280.56	\$4,551.59	91.03%	\$448.41
10-4140-511100	SUPPLIES & MATERIALS	\$5,442.88	\$176.49	\$4,043.49	74.29%	\$1,399.39
10-4140-511150	CLEANING SUPPLIES	\$2,000.00	\$71.34	\$1,140.76	57.04%	\$859.24
10-4140-511200	ELECTRICITY	\$33,000.00	\$3,490.52	\$31,880.82	96.61%	\$1,119.18
10-4140-511250	WATER	\$500.00	\$50.14	\$510.30	102.06%	(\$10.30)
10-4140-511300	SEWER	\$500.00	\$52.58	\$536.72	107.34%	(\$36.72)
10-4140-511350	GARBAGE	\$975.00	\$93.44	\$934.40	95.84%	\$40.60
10-4140-519000	MISCELLANEOUS	\$5,000.00	\$745.77	\$7,884.93	157.70%	(\$2,884.93)
10-4140-531000	INSURANCE-LAW ENFORCEMENT	\$8,000.00	\$0.00	\$6,841.50	85.52%	\$1,158.50
10-4140-531025	LINE OF DUTY PAYMENTS	\$14,800.00	\$0.00	\$13,280.00	89.73%	\$1,520.00
10-4140-531050	COURT COST	\$5,000.00	\$320.40	\$1,369.80	27.40%	\$3,630.20
10-4140-531100	EXTRADITION & TRAVEL	\$1,000.00	\$0.00	\$1,532.39	153.24%	(\$532.39)
10-4140-531200	TASK FORCE DONATION	\$7,000.00	\$0.00	\$7,000.00	100.00%	\$0.00
10-4140-531300	REGIONAL JAIL	\$300.00	\$78.00	\$78.00	26.00%	\$222.00
10-4140-531350	SPECIAL PROJECTS	\$15,000.00	\$0.00	\$9,875.84	65.84%	\$5,124.16
<b>Total Dept. 4140</b>	<b>POLICE DEPARTMENT</b>	<b>\$2,086,065.00</b>	<b>\$137,545.85</b>	<b>\$1,688,021.24</b>	<b>80.92%</b>	<b>\$398,043.76</b>
<b>Department 4150</b>	<b>FIRE DEPARTMENT</b>					
10-4150-500000	SALARIES AND WAGES	\$67,000.00	\$4,949.58	\$70,238.39	104.83%	(\$3,238.39)
10-4150-501000	INS SOCIAL SECURITY	\$5,125.00	\$1,192.62	\$5,445.23	106.25%	(\$320.23)
10-4150-501250	INS WORKMENS COMPENSATION	\$3,700.00	\$0.00	\$2,415.96	65.30%	\$1,284.04
10-4150-501300	INS GEN LIABILITY/BLDG	\$2,100.00	\$0.00	\$1,496.19	71.25%	\$603.81
10-4150-501350	INS AUTO	\$5,500.00	\$0.00	\$3,864.75	70.27%	\$1,635.25
10-4150-510450	TELEPHONE/INTERNET/COMM	\$5,000.00	\$394.64	\$4,204.88	84.10%	\$795.12
10-4150-510500	UNIFORMS	\$1,000.00	\$0.00	\$0.00	0.00%	\$1,000.00
10-4150-510550	TRAINING EXPENSE	\$1,500.00	\$0.00	\$726.41	48.43%	\$773.59
10-4150-510600	EQUIPMENT MAINTENANCE	\$1,000.00	\$500.00	\$500.00	50.00%	\$500.00
10-4150-510650	TWO-WAY RADIO MAINTENANCE	\$1,500.00	\$0.00	\$0.00	0.00%	\$1,500.00
10-4150-510700	VEHICLE MAINT-INSIDE	\$2,000.00	\$5.64	\$4,190.84	209.54%	(\$2,190.84)
10-4150-510750	VEHICLE MAINT-OUTSIDE	\$6,000.00	\$1,220.54	\$5,877.95	97.97%	\$122.05
10-4150-510800	MOTOR FUEL & LUBRICATION	\$5,500.00	\$125.22	\$4,965.44	90.28%	\$534.56
10-4150-510825	RETIREMENT OF DEBT	\$65,000.00	\$0.00	\$67,365.00	103.64%	(\$2,365.00)
10-4150-510900	EQUIPMENT	\$8,000.00	\$682.36	\$13,141.87	164.27%	(\$5,141.87)

10-4150-510925	RADIO EQUIPMENT	\$1,500.00	\$0.00	\$0.00	0.00%	\$1,500.00
10-4150-511000	BUILDING REPAIRS/ADDITION	\$800.00	\$50.00	\$356.29	44.54%	\$443.71
10-4150-511100	SUPPLIES & MATERIALS	\$5,000.00	\$49.80	\$3,409.90	68.20%	\$1,590.10
10-4150-511200	ELECTRICITY	\$12,000.00	\$1,013.98	\$11,103.00	92.53%	\$897.00
10-4150-511250	WATER	\$1,500.00	\$89.24	\$1,139.13	75.94%	\$360.87
10-4150-511300	SEWER	\$1,300.00	\$73.58	\$534.90	41.15%	\$765.10
10-4150-511350	GARBAGE	\$800.00	\$48.01	\$480.10	60.01%	\$319.90
10-4150-519000	MISCELLANEOUS	\$1,000.00	\$226.88	\$1,526.78	152.68%	(\$526.78)
10-4150-531025	LINE OF DUTY PAYMENTS	\$11,000.00	\$0.00	\$12,450.00	113.18%	(\$1,450.00)
10-4150-531350	SPECIAL PROJECTS	\$1,500.00	\$0.00	\$4,701.52	313.43%	(\$3,201.52)
10-4150-532000	INSURANCE-FIRE CALLS	\$2,311.00	\$0.00	\$2,048.00	88.62%	\$263.00
10-4150-532025	FIRE PREV/SAFETY PRG	\$3,000.00	\$0.00	\$368.28	12.28%	\$2,631.72
10-4150-532050	REGULATORY REQUIREMENTS	\$10,000.00	\$0.00	\$5,675.80	56.76%	\$4,324.20
10-4150-580800	INTEREST EXPENSE	\$15,508.00	\$0.00	\$12,345.78	79.61%	\$3,162.22
<b>Total Dept. 4150</b>	<b>FIRE DEPARTMENT</b>	<b>\$247,144.00</b>	<b>\$10,622.09</b>	<b>\$240,572.39</b>	<b>97.34%</b>	<b>\$6,571.61</b>
<b>Department 4160</b>	<b>RESCUE DEPARTMENT</b>					
10-4160-500000	SALARIES AND WAGES	\$447,000.00	\$35,862.37	\$419,300.66	93.80%	\$27,699.34
10-4160-501000	INS SOCIAL SECURITY	\$34,000.00	\$4,147.29	\$30,357.47	89.29%	\$3,642.53
10-4160-501100	INS HEALTH	\$98,000.00	\$7,972.00	\$79,720.00	81.35%	\$18,280.00
10-4160-501150	INS.-LIFE	\$1,500.00	\$98.28	\$1,067.40	71.16%	\$432.60
10-4160-501200	INS.-RETIREMENT PLAN	\$65,000.00	\$4,178.96	\$34,964.09	53.79%	\$30,035.91
10-4160-501225	VRS-VLDP	\$1,246.00	\$19.73	\$326.30	26.19%	\$919.70
10-4160-501250	INS WORKMENS COMPENSATION	\$21,000.00	\$0.00	\$7,522.18	35.82%	\$13,477.82
10-4160-501300	INS GEN LIABILITY/BLDG	\$1,100.00	\$0.00	\$878.94	79.90%	\$221.06
10-4160-501350	INS AUTO	\$3,200.00	\$0.00	\$2,674.50	83.58%	\$525.50
10-4160-510250	DUES/MEMBERSHIP/SUBSCRIPTIONS	\$5,200.00	\$316.15	\$7,123.67	136.99%	(\$1,923.67)
10-4160-510350	OFFICE SUPPLIES	\$1,000.00	\$91.60	\$775.51	77.55%	\$224.49
10-4160-510450	TELEPHONE/INTERNET/COMM	\$3,000.00	\$216.91	\$2,507.30	83.58%	\$492.70
10-4160-510500	UNIFORMS	\$3,000.00	\$0.00	\$2,419.52	80.65%	\$580.48
10-4160-510550	TRAINING EXPENSE	\$1,500.00	\$75.00	\$2,152.39	143.49%	(\$652.39)
10-4160-510600	EQUIPMENT MAINTENANCE	\$3,500.00	\$1,100.00	\$9,159.92	261.71%	(\$5,659.92)
10-4160-510700	VEHICLE MAINT-INSIDE	\$3,000.00	\$133.97	\$4,276.78	142.56%	(\$1,276.78)
10-4160-510750	VEHICLE MAINT-OUTSIDE	\$20,000.00	\$1,800.61	\$21,662.32	108.31%	(\$1,662.32)
10-4160-510800	MOTOR FUEL & LUBRICATION	\$20,000.00	\$176.83	\$12,142.38	60.71%	\$7,857.62
10-4160-510900	EQUIPMENT	(\$1,000.00)	\$589.05	\$6,063.77	-606.38%	(\$7,063.77)
10-4160-511000	BUILDING REPAIRS/ADDITION	\$1,000.00	\$13.27	\$397.82	39.78%	\$602.18
10-4160-511100	SUPPLIES & MATERIALS	\$1,000.00	\$126.59	\$2,523.45	252.35%	(\$1,523.45)

10-4160-511150	CLEANING SUPPLIES	\$1,000.00	\$137.30	\$711.57	71.16%	\$288.43
10-4160-511175	MEDICAL SUPPLIES	\$17,000.00	\$2,436.99	\$14,138.60	83.17%	\$2,861.40
10-4160-511200	ELECTRICITY	\$9,000.00	\$1,151.10	\$7,320.62	81.34%	\$1,679.38
10-4160-511250	WATER	\$450.00	\$24.74	\$225.88	50.20%	\$224.12
10-4160-511300	SEWER	\$450.00	\$47.62	\$349.89	77.75%	\$100.11
10-4160-511350	GARBAGE	\$550.00	\$46.58	\$465.80	84.69%	\$84.20
10-4160-519000	MISCELLANEOUS	\$1,000.00	\$66.00	\$416.75	41.68%	\$583.25
10-4160-531025	LINE OF DUTY PAYMENTS	\$13,500.00	\$0.00	\$12,450.00	92.22%	\$1,050.00
10-4160-531350	SPECIAL PROJECTS	\$1,000.00	\$4,083.73	\$6,005.93	600.59%	(\$5,005.93)
10-4160-532100	BILLING SERVICES/COLLECTIONS	\$42,000.00	\$3,531.25	\$33,737.57	80.33%	\$8,262.43
10-4160-532125	BAD DEBT COLLECTION FEE	\$1,250.00	\$10.08	\$158.16	12.65%	\$1,091.84
10-4160-561000	HEATING OIL/FUEL	\$2,500.00	\$0.00	\$1,981.83	79.27%	\$518.17
<b>Total Dept. 4160</b>	<b>RESCUE DEPARTMENT</b>	<b>\$822,946.00</b>	<b>\$68,454.00</b>	<b>\$725,978.97</b>	<b>88.22%</b>	<b>\$96,967.03</b>

<b>Department 4210</b>	<b>STREET DEPARTMENT</b>					
10-4210-500000	SALARIES AND WAGES	\$440,500.00	\$41,832.70	\$365,628.26	83.00%	\$74,871.74
10-4210-501000	INS SOCIAL SECURITY	\$33,500.00	\$4,276.48	\$26,223.82	78.28%	\$7,276.18
10-4210-501100	INS HEALTH	\$197,500.00	\$13,597.00	\$133,262.25	67.47%	\$64,237.75
10-4210-501150	INS.-LIFE	\$2,200.00	\$182.44	\$1,745.98	79.36%	\$454.02
10-4210-501200	INS.-RETIREMENT PLAN	\$125,000.00	\$7,524.98	\$55,402.48	44.32%	\$69,597.52
10-4210-501225	VRS-VLDP	\$2,000.00	\$162.08	\$1,214.88	60.74%	\$785.12
10-4210-501250	INS WORKMENS COMPENSATION	\$24,000.00	\$0.00	\$9,593.54	39.97%	\$14,406.46
10-4210-501300	INS GEN LIABILITY/BLDG	\$3,800.00	\$0.00	\$3,104.70	81.70%	\$695.30
10-4210-501350	INS AUTO	\$5,800.00	\$0.00	\$3,796.74	65.46%	\$2,003.26
10-4210-510250	DUES/MEMBERSHIP/SOFTWARE LICENSE FEES	\$500.00	\$0.00	\$168.71	33.74%	\$331.29
10-4210-510450	TELEPHONE/INTERNET/COMM	\$1,500.00	\$93.40	\$1,751.91	116.79%	(\$251.91)
10-4210-510500	UNIFORMS	\$5,000.00	\$0.00	\$6,009.95	120.20%	(\$1,009.95)
10-4210-510550	TRAINING EXPENSE	\$0.00	\$0.00	\$4,788.50	0.00%	(\$4,788.50)
10-4210-510600	EQUIPMENT MAINTENANCE	\$0.00	\$0.00	\$272.25	0.00%	(\$272.25)
10-4210-510700	VEHICLE MAINT-INSIDE	\$20,000.00	\$1,031.81	\$19,564.16	97.82%	\$435.84
10-4210-510750	VEHICLE MAINT-OUTSIDE	\$12,000.00	\$3,757.50	\$11,435.54	95.30%	\$564.46
10-4210-510800	MOTOR FUEL & LUBRICATION	\$30,000.00	(\$2,957.20)	\$22,829.29	76.10%	\$7,170.71
10-4210-510900	EQUIPMENT	\$2,787.43	\$0.00	\$6,196.02	222.28%	(\$3,408.59)
10-4210-511000	BUILDING REPAIRS/ADDITION	\$1,000.00	\$201.92	\$4,212.99	421.30%	(\$3,212.99)
10-4210-511100	SUPPLIES & MATERIALS	\$19,212.57	\$2,044.26	\$40,022.66	208.31%	(\$20,810.09)
10-4210-511200	ELECTRICITY	\$15,000.00	\$1,016.97	\$11,253.58	75.02%	\$3,746.42
10-4210-511250	WATER	\$500.00	\$36.30	\$328.44	65.69%	\$171.56
10-4210-511300	SEWER	\$750.00	\$70.91	\$535.42	71.39%	\$214.58

10-4210-511350	GARBAGE	\$300.00	\$22.70	\$215.03	71.68%	\$84.97
10-4210-511400	ENGINEERING	\$10,000.00	\$0.00	\$26,912.00	269.12%	(\$16,912.00)
10-4210-511450	LEASE PROP & RIGHT OF WAY	\$1,000.00	\$0.00	\$3,482.87	348.29%	(\$2,482.87)
10-4210-511500	TRAFFIC SAFETY	\$75,000.00	\$5,150.00	\$17,921.20	23.89%	\$57,078.80
10-4210-519000	MISCELLANEOUS	\$2,000.00	\$758.50	\$1,406.65	70.33%	\$593.35
10-4210-540000	STORM DRAINAGE	\$6,000.00	\$0.00	\$0.00	0.00%	\$6,000.00
10-4210-540050	ST, BRIDGES, SIDEWALK MAINT	\$125,000.00	\$3,933.82	\$137,813.69	110.25%	(\$12,813.69)
10-4210-540100	SNOW & ICE REMOVAL	\$25,000.00	\$0.00	\$47,854.25	191.42%	(\$22,854.25)
10-4210-550300	CONTRACT WORK	\$0.00	\$0.00	\$990.28	0.00%	(\$990.28)
10-4210-570250	HAND TOOLS & EQUIPMENT	\$3,500.00	\$110.85	\$6,778.66	193.68%	(\$3,278.66)
<b>Total Dept.4210</b>	<b>STREET DEPARTMENT</b>	<b>\$1,190,350.00</b>	<b>\$82,847.42</b>	<b>\$972,716.70</b>	<b>81.72%</b>	<b>\$217,633.30</b>
<b>Department 4240</b>	<b>SANITATION DEPARTMENT</b>					
10-4240-500000	SALARIES AND WAGES	\$245,500.00	\$14,296.88	\$189,535.65	77.20%	\$55,964.35
10-4240-501000	INS SOCIAL SECURITY	\$19,000.00	\$1,546.52	\$13,845.70	72.87%	\$5,154.30
10-4240-501100	INS HEALTH	\$96,000.00	\$4,080.00	\$43,389.75	45.20%	\$52,610.25
10-4240-501150	INS.-LIFE	\$1,300.00	\$75.71	\$811.10	62.39%	\$488.90
10-4240-501200	INS.-RETIREMENT PLAN	\$53,000.00	\$4,442.41	\$34,740.79	65.55%	\$18,259.21
10-4240-501225	VRS-VLDP	\$1,200.00	\$106.61	\$1,110.84	92.57%	\$89.16
10-4240-501250	INS WORKMENS COMPENSATION	\$15,539.00	\$0.00	\$8,427.55	54.23%	\$7,111.45
10-4240-501350	INS AUTO	\$2,600.00	\$0.00	\$2,704.50	104.02%	(\$104.50)
10-4240-510500	UNIFORMS	\$2,000.00	\$0.00	\$2,364.16	118.21%	(\$364.16)
10-4240-510700	VEHICLE MAINT-INSIDE	\$18,000.00	\$332.77	\$19,090.84	106.06%	(\$1,090.84)
10-4240-510750	VEHICLE MAINT-OUTSIDE	\$12,000.00	\$1,267.92	\$21,710.94	180.92%	(\$9,710.94)
10-4240-510800	MOTOR FUEL & LUBRICATION	\$25,000.00	(\$542.74)	\$3,123.14	12.49%	\$21,876.86
10-4240-510900	EQUIPMENT	\$0.00	\$0.00	\$963.72	0.00%	(\$963.72)
10-4240-511100	SUPPLIES & MATERIALS	\$6,500.00	\$7,369.55	\$17,621.82	271.10%	(\$11,121.82)
10-4240-519000	MISCELLANEOUS	\$1,500.00	\$102.00	\$590.18	39.35%	\$909.82
10-4240-541000	GARBAGE CONTAINERS	\$22,000.00	\$30.33	\$15,444.97	70.20%	\$6,555.03
<b>Total Dept.4240</b>	<b>SANITATION DEPARTMENT</b>	<b>\$521,139.00</b>	<b>\$33,107.96</b>	<b>\$375,475.65</b>	<b>72.05%</b>	<b>\$145,663.35</b>
<b>Department 4290</b>	<b>RECREATION DEPARTMENT</b>					
10-4290-500000	SALARIES AND WAGES	\$123,500.00	\$6,257.39	\$99,582.42	80.63%	\$23,917.58
10-4290-501000	INS SOCIAL SECURITY	\$9,500.00	\$731.47	\$7,547.89	79.45%	\$1,952.11
10-4290-501100	INS HEALTH	\$20,328.00	\$627.00	\$10,538.00	51.84%	\$9,790.00
10-4290-501150	INS.-LIFE	\$250.00	\$22.56	\$195.52	78.21%	\$54.48
10-4290-501200	INS.-RETIREMENT PLAN	\$9,423.00	\$952.00	\$7,447.40	79.03%	\$1,975.60
10-4290-501225	VRS-VLDP	\$0.00	\$34.00	\$204.00	0.00%	(\$204.00)



10-4290-501250	INS WORKMENS COMPENSATION	\$3,000.00	\$0.00	\$1,195.31	39.84%	\$1,804.69
10-4290-501300	INS GEN LIABILITY/BLDG	\$3,600.00	\$0.00	\$3,385.98	94.06%	\$214.02
10-4290-501350	INS AUTO	\$350.00	\$0.00	\$278.25	79.50%	\$71.75
10-4290-510000	CASH OVER & SHORT	\$0.00	\$0.00	\$10.00	0.00%	(\$10.00)
10-4290-510350	OFFICE SUPPLIES	\$150.00	\$0.00	\$66.45	44.30%	\$83.55
10-4290-510450	TELEPHONE/INTERNET/COMM	\$2,290.00	\$199.97	\$2,103.58	91.86%	\$186.42
10-4290-510550	TRAINING EXPENSE	\$0.00	\$247.00	\$1,554.22	0.00%	(\$1,554.22)
10-4290-510700	VEHICLE MAINT-INSIDE	\$0.00	\$0.00	\$0.70	0.00%	(\$0.70)
10-4290-510800	MOTOR FUEL & LUBRICATION	\$0.00	\$0.00	\$60.12	0.00%	(\$60.12)
10-4290-510900	EQUIPMENT	\$1,000.00	\$0.00	\$819.90	81.99%	\$180.10
10-4290-511000	BUILDING REPAIRS/ADDITION	\$2,500.00	\$55.00	\$2,086.63	83.47%	\$413.37
10-4290-511100	SUPPLIES & MATERIALS	\$10,000.00	\$420.70	\$8,541.14	85.41%	\$1,458.86
10-4290-511200	ELECTRICITY	\$37,000.00	\$2,647.94	\$30,617.06	82.75%	\$6,382.94
10-4290-511250	WATER	\$3,600.00	\$102.33	\$3,175.52	88.21%	\$424.48
10-4290-511300	SEWER	\$2,500.00	\$123.04	\$3,936.61	157.46%	(\$1,436.61)
10-4290-511350	GARBAGE	\$2,100.00	\$173.36	\$1,828.46	87.07%	\$271.54
10-4290-519000	MISCELLANEOUS	\$1,000.00	\$377.62	\$5,231.12	523.11%	(\$4,231.12)
10-4290-550025	VOLLEYBALL EXPENSES	\$750.00	\$0.00	\$3,611.09	481.48%	(\$2,861.09)
10-4290-550050	SWIMMING POOL SUPPLIES	\$3,200.00	\$0.00	\$3,464.35	108.26%	(\$264.35)
10-4290-550100	WM'S PARK MAINTENANCE	\$14,500.00	\$605.37	\$7,165.75	49.42%	\$7,334.25
10-4290-550200	CONCESSION STAND EXP	\$10,000.00	\$535.39	\$9,357.97	93.58%	\$642.03
10-4290-550250	SALES TAX-CONCESSION STAN	\$0.00	(\$0.46)	(\$9.67)	0.00%	\$9.67
<b>Total Dept.4290</b>	<b>RECREATION DEPARTMENT</b>	<b>\$260,541.00</b>	<b>\$14,111.68</b>	<b>\$213,995.77</b>	<b>82.14%</b>	<b>\$46,545.23</b>
<b>Department 4300</b>	<b>COMMUNITY &amp; CIVIC FACILITIES</b>					
10-4300-511000	BUILDING REPAIRS/ADDITION	\$0.00	\$0.00	\$51,333.33	0.00%	(\$51,333.33)
10-4300-525155	LIBRARY	\$725.00	\$0.00	\$693.75	95.69%	\$31.25
10-4300-525160	COAL MINERS MEM	\$500.00	\$45.95	\$1,195.06	239.01%	(\$695.06)
10-4300-525170	Chamber/CART Bldg.	\$2,500.00	\$122.12	\$2,262.44	90.50%	\$237.56
10-4300-525175	FARMERS MARKET	\$750.00	\$228.56	\$679.15	90.55%	\$70.85
10-4300-525180	GREENWAY	\$0.00	\$13.53	\$123.26	0.00%	(\$123.26)
10-4300-525300	VET/CENT/HIST	\$500.00	\$0.00	\$0.00	0.00%	\$500.00
10-4300-525325	SECTION HOUSE	\$5,000.00	\$420.44	\$4,131.29	82.63%	\$868.71
10-4300-525350	TEEN CENTER	\$1,600.00	\$0.00	\$5,085.84	317.87%	(\$3,485.84)
<b>Total Dept.4300</b>	<b>COMMUNITY &amp; CIVIC FACILITIES</b>	<b>\$11,575.00</b>	<b>\$830.60</b>	<b>\$65,504.12</b>	<b>565.91%</b>	<b>(\$53,929.12)</b>
<b>Department 4470</b>	<b>DONATIONS</b>					
10-4470-525250	DONATIONS	\$10,200.00	\$0.00	\$10,000.00	98.04%	\$200.00

Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	% Received	Unappropriated Help (Hurt)
<b>Total Dept.4470</b>	<b>DONATIONS</b>	<b>\$10,200.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>98.04%</b>	<b>\$200.00</b>
<b>Department 5414</b>	<b>CAPITAL-POLICE</b>					
10-5414-640000	VEHICLES, BOATS, ETC.	\$0.00	\$0.00	\$200,072.20	0.00%	(\$200,072.20)
10-5414-660000	BUILDING & BLDG. IMPROVEMENTS	\$0.00	\$143,500.00	\$143,500.00	0.00%	(\$143,500.00)
<b>Total Dept.5414</b>	<b>CAPITAL-POLICE</b>	<b>\$0.00</b>	<b>\$143,500.00</b>	<b>\$343,572.20</b>	<b>0.00%</b>	<b>(\$343,572.20)</b>
<b>Department 5416</b>	<b>CAPITAL-RESCUE</b>					
10-5416-630000	MACHINERY AND EQUIPMENT	\$14,000.00	\$0.00	\$47,436.35	338.83%	(\$33,436.35)
10-5416-640000	VEHICLES, BOATS, ETC.	\$0.00	\$0.00	\$15,373.99	0.00%	(\$15,373.99)
<b>Total Dept.5416</b>	<b>CAPITAL-RESCUE</b>	<b>\$14,000.00</b>	<b>\$0.00</b>	<b>\$62,810.34</b>	<b>448.65%</b>	<b>(\$48,810.34)</b>
<b>Department 5421</b>	<b>CAPITAL-STREET</b>					
10-5421-630000	MACHINERY AND EQUIPMENT	\$0.00	\$0.00	\$153,468.00	0.00%	(\$153,468.00)
10-5421-640000	VEHICLES, BOATS, ETC.	\$0.00	\$1,606.40	\$94,106.40	0.00%	(\$94,106.40)
10-5421-650000	INFRASTRUCTURE, DEPR.	\$1,000,000.00	\$0.00	\$5,874.00	0.59%	\$994,126.00
<b>Total Dept.5421</b>	<b>CAPITAL-STREET</b>	<b>\$1,000,000.00</b>	<b>\$1,606.40</b>	<b>\$253,448.40</b>	<b>25.34%</b>	<b>\$746,551.60</b>
<b>Department 5424</b>	<b>CAPITAL-SANITATION</b>					
10-5424-640000	VEHICLES, BOATS, ETC.	\$0.00	\$0.00	\$55,200.00	0.00%	(\$55,200.00)
<b>Total Dept.5424</b>	<b>CAPITAL-SANITATION</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$55,200.00</b>	<b>0.00%</b>	<b>(\$55,200.00)</b>
<b>Department 5430</b>	<b>CAPITAL-COMM &amp; CIVIC FACILITIES</b>					
10-5430-650000	INFRASTRUCTURE, DEPR.	\$0.00	\$106,301.26	\$132,893.68	0.00%	(\$132,893.68)
<b>Total Dept.5430</b>	<b>CAPITAL-COMM &amp; CIVIC FACILITIES</b>	<b>\$0.00</b>	<b>\$106,301.26</b>	<b>\$132,893.68</b>	<b>0.00%</b>	<b>(\$132,893.68)</b>
<b>Total Fund</b>	<b>General Fund</b>	<b>\$7,778,721.00</b>	<b>\$726,521.56</b>	<b>\$6,413,294.25</b>	<b>82.45%</b>	<b>\$1,365,426.75</b>
	Fund Balance			\$5,975,589.41		
	Total Revenues		\$562,165.20	\$6,731,640.73		
	Less Total Expenditures		\$726,521.56	\$6,413,294.25		
	<b>Net Income</b>		<b>(\$164,356.36)</b>	<b>\$318,346.48</b>		
	New Fund Balance			\$6,293,935.89		
<b>Water Fund Revenues</b>						
<b>Account Number</b>	<b>Account Description</b>	<b>Estimated Revenue</b>	<b>Activity this Period</b>	<b>Revenue YTD</b>	<b>% Received</b>	<b>Unappropriated Help (Hurt)</b>

20-3701-413300	INTEREST INCOME	\$1,000.00	\$87.12	\$1,518.91	151.89%	\$518.91
20-3701-420050	WATER COLLECTIONS	\$950,000.00	\$62,562.39	\$653,479.91	68.79%	(\$296,520.09)
20-3701-420200	PENALTIES	\$13,500.00	\$1,126.77	\$10,277.42	76.13%	(\$3,222.58)
20-3701-420250	SERVICE CHARGES	\$4,000.00	\$280.00	\$2,721.42	68.04%	(\$1,278.58)
20-3701-420300	WATER TAPS	\$0.00	\$1,250.00	\$4,550.00	0.00%	\$4,550.00
<b>Total Dept.3701</b>	<b>REVENUE</b>	<b>\$968,500.00</b>	<b>\$65,306.28</b>	<b>\$672,547.66</b>	<b>69.44%</b>	<b>(\$295,952.34)</b>
20-3702-413310	INTEREST INCOME-WAT DEBT	\$1,200.00	\$113.56	\$1,153.92	96.16%	(\$46.08)
20-3702-440000	CEDAR BLUFF WATER COLL	\$72,491.00	\$7,118.00	\$71,180.00	98.19%	(\$1,311.00)
20-3702-440100	TAZ. PSA WATER COLL	\$525,061.00	\$43,755.50	\$393,799.50	75.00%	(\$131,261.50)
20-3702-440200	CEDAR BLUFF-Wat Debt	\$1,000.00	\$83.00	\$830.00	83.00%	(\$170.00)
20-3702-440300	TZ CO PSA-KENTS RIDGE	\$63,258.00	\$216.50	\$1,948.50	3.08%	(\$61,309.50)
<b>Total Dept.3702</b>	<b>REVENUE</b>	<b>\$663,010.00</b>	<b>\$51,286.56</b>	<b>\$468,911.92</b>	<b>70.72%</b>	<b>(\$194,098.08)</b>
<b>Total Fund</b>	<b>Water Fund</b>	<b>\$1,631,510.00</b>	<b>\$116,592.84</b>	<b>\$1,141,459.58</b>	<b>69.96%</b>	<b>(\$490,050.42)</b>

**Water Fund Expenditures**

Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD	%Used	Unappropriated Help (Hurt)
<b>Department 4340</b>	<b>WATER TREATMENT PLANT</b>					
20-4340-500000	SALARIES AND WAGES	\$349,500.00	\$27,152.91	\$304,778.44	87.20%	\$44,721.56
20-4340-501000	INS SOCIAL SECURITY	\$26,300.00	\$2,961.30	\$22,312.77	84.84%	\$3,987.23
20-4340-501100	INS HEALTH	\$95,000.00	\$8,288.00	\$82,880.00	87.24%	\$12,120.00
20-4340-501150	INS.-LIFE	\$1,600.00	\$144.18	\$1,442.12	90.13%	\$157.88
20-4340-501200	INS.-RETIREMENT PLAN	\$70,137.00	\$6,495.42	\$48,579.41	69.26%	\$21,557.59
20-4340-501225	VRS-VLDP	\$1,500.00	\$114.54	\$1,145.40	76.36%	\$354.60
20-4340-501250	INS WORKMENS COMPENSATION	\$11,200.00	\$0.00	\$6,494.36	57.99%	\$4,705.64
20-4340-501300	INS GEN LIABILITY/BLDG	\$7,250.00	\$0.00	\$6,500.01	89.66%	\$749.99
20-4340-501350	INS AUTO	\$500.00	\$0.00	\$398.01	79.60%	\$101.99
20-4340-510050	CONTRACT CONSULTANT	\$0.00	\$0.00	\$22,779.61	0.00%	(\$22,779.61)
20-4340-510100	AUDITING & LEGAL	\$10,833.00	\$0.00	\$12,750.00	117.70%	(\$1,917.00)
20-4340-510150	PRINTING & BINDING	\$0.00	\$0.00	\$2,479.34	0.00%	(\$2,479.34)
20-4340-510250	DUES & MERBERSHIP	\$2,700.00	\$0.00	\$1,529.00	56.63%	\$1,171.00
20-4340-510400	POSTAGE	\$7,650.00	\$649.31	\$5,730.83	74.91%	\$1,919.17
20-4340-510450	TELEPHONE/INTERNET/COMM	\$2,000.00	\$47.57	\$1,964.80	98.24%	\$35.20
20-4340-510500	UNIFORMS	\$500.00	\$0.00	\$1,548.91	309.78%	(\$1,048.91)
20-4340-510550	TRAINING EXPENSE	\$2,500.00	\$864.20	\$864.20	34.57%	\$1,635.80

20-4340-510600	EQUIPMENT MAINTENANCE	\$5,000.00	\$0.00	\$4,430.48	88.61%	\$569.52
20-4340-510625	IT SERVICE/EQ	\$2,500.00	\$0.00	\$2,341.91	93.68%	\$158.09
20-4340-510700	VEHICLE MAINT-INSIDE	\$250.00	\$0.00	\$71.95	28.78%	\$178.05
20-4340-510750	VEHICLE MAINT-OUTSIDE	\$250.00	\$0.00	\$37.50	15.00%	\$212.50
20-4340-510800	MOTOR FUEL & LUBRICATION	\$4,000.00	\$235.82	\$1,845.89	46.15%	\$2,154.11
20-4340-510900	EQUIPMENT	\$2,000.00	\$0.00	\$1,249.99	62.50%	\$750.01
20-4340-511000	BUILDING REPAIRS/ADDITION	\$4,000.00	\$446.02	\$1,823.24	45.58%	\$2,176.76
20-4340-511050	GROUPS & FACILITIES	\$350.00	\$0.00	\$0.00	0.00%	\$350.00
20-4340-511100	SUPPLIES & MATERIALS	\$8,000.00	\$1,122.50	\$4,331.95	54.15%	\$3,668.05
20-4340-511150	CLEANING SUPPLIES	\$0.00	\$0.00	\$6.26	0.00%	(\$6.26)
20-4340-511200	ELECTRICITY	\$135,000.00	\$12,771.13	\$111,321.49	82.46%	\$23,678.51
20-4340-511250	WATER	\$2,200.00	\$155.93	\$1,703.46	77.43%	\$496.54
20-4340-511300	SEWER	\$70,000.00	\$5,693.14	\$53,209.80	76.01%	\$16,790.20
20-4340-511350	GARBAGE	\$200.00	\$31.91	\$174.20	87.10%	\$25.80
20-4340-511400	ENGINEERING	\$1,200.00	\$0.00	\$0.00	0.00%	\$1,200.00
20-4340-519000	MISCELLANEOUS	\$1,200.00	\$609.51	\$1,852.45	154.37%	(\$652.45)
20-4340-560000	CHEMICALS-TREATMENT	\$136,000.00	\$45,939.61	\$126,875.87	93.29%	\$9,124.13
20-4340-560050	INSTRUMENT CALIBRATION	\$1,200.00	\$0.00	\$1,368.01	114.00%	(\$168.01)
20-4340-560100	HEALTH DEPT ASSESSMENT	\$7,830.00	\$0.00	\$7,830.00	100.00%	\$0.00
20-4340-560150	WATER QUALITY TESTING	\$16,000.00	\$120.20	\$4,157.65	25.99%	\$11,842.35
20-4340-562000	PLANT PARTS	\$2,653.00	\$0.00	\$150.00	5.65%	\$2,503.00
20-4340-562050	CHEMICALS / SUPPLIES-LAB	\$8,000.00	\$0.00	\$3,644.69	45.56%	\$4,355.31
20-4340-595100	TRANSFER OUT-ADM EXPENSE (GF)	\$139,548.00	\$14,432.00	\$134,264.00	96.21%	\$5,284.00
20-4340-595200	TRANSFER OUT-IT EXPENSE (GF)	\$17,200.00	\$3,139.10	\$12,892.41	74.96%	\$4,307.59
<b>Total Dept.4340</b>	<b>WATER TREATMENT PLANT</b>	<b>\$1,153,751.00</b>	<b>\$131,414.30</b>	<b>\$999,760.41</b>	<b>86.65%</b>	<b>\$153,990.59</b>
<b>Department 4350</b>	<b>WATER DEBT BOND</b>					
20-4350-521250	TOWN BD-KENTS RIDGE	\$17,104.00	\$0.00	\$0.00	0.00%	\$17,104.00
20-4350-521300	CEDAR BLUFF BD-Wat Debt	\$1,000.00	\$0.00	\$0.00	0.00%	\$1,000.00
20-4350-521350	TZ CO PSA BD-KENTS RIDGE	\$63,258.00	\$0.00	\$0.00	0.00%	\$63,258.00
20-4350-521375	BIRM WATER DEBT	\$5,833.00	\$0.00	\$0.00	0.00%	\$5,833.00
<b>Total Dept.4350</b>	<b>WATER DEBT BOND</b>	<b>\$87,195.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$87,195.00</b>
<b>Department 5434</b>	<b>CAPITAL-WTP</b>					
20-5434-630000	MACHINERY AND EQUIPMENT	\$7,347.00	\$0.00	\$13,011.00	177.09%	(\$5,664.00)
20-5434-660000	BUILDING & BLDG. IMPROVEMENTS	\$0.00	\$20,802.75	\$46,116.33	0.00%	(\$46,116.33)
<b>Total Dept.5434</b>	<b>CAPITAL-WTP</b>	<b>\$7,347.00</b>	<b>\$20,802.75</b>	<b>\$59,127.33</b>	<b>804.78%</b>	<b>(\$51,780.33)</b>

<b>Total Fund</b>	<b>Water Fund</b>	<b>\$1,248,293.00</b>	<b>\$152,217.05</b>	<b>\$1,058,887.74</b>	<b>84.83%</b>	<b>\$189,405.26</b>
	Fund Balance			\$6,474,901.73		
	Total Revenues		\$116,592.84	\$1,141,459.58		
	Less Total Expenditures		\$152,217.05	\$1,058,887.74		
	<b>Net Income</b>		<b>(\$35,624.21)</b>	<b>\$82,571.84</b>		
	New Fund Balance			\$6,557,473.57		

<b>Sewer Fund Revenues</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Estimated Revenue</b>	<b>Activity this Period</b>	<b>Revenue YTD</b>	<b>% Received</b>	<b>Unappropriated Help (Hurt)</b>
	30-3701-413300	INTEREST INCOME	\$600.00	\$40.32	\$1,117.46	186.24%	\$517.46
	30-3701-413800	WWTP-LAB TEST/SEPTIC TRET	\$10,000.00	\$240.00	\$255.00	2.55%	(\$9,745.00)
	30-3701-420100	SEWER COLLECTIONS	\$1,388,750.00	\$113,176.41	\$982,004.00	70.71%	(\$406,746.00)
	30-3701-420200	PENALTIES	\$13,707.00	\$2,109.60	\$14,915.48	108.82%	\$1,208.48
	30-3701-420250	SERVICE CHARGES	\$4,000.00	\$200.00	\$1,895.00	47.38%	(\$2,105.00)
	30-3701-420350	SEWER TAPS	\$0.00	\$1,000.00	\$1,000.00	0.00%	\$1,000.00
	30-3701-430000	MISCELLANEOUS REVENUE	\$0.00	\$0.00	\$78.00	0.00%	\$78.00
	Total Dept.3701	REVENUE	\$1,417,057.00	\$116,766.33	\$1,001,264.94	70.66%	(\$415,792.06)
	30-3702-413320	INTEREST INCOME-VRA	\$350.00	\$372.47	\$3,772.54	1077.87%	\$3,422.54
	30-3702-440400	CEDAR BLUFF SEWER COLL	\$85,415.00	\$5,958.00	\$59,580.00	69.75%	(\$25,835.00)
	30-3702-440500	TZ CO PSA SEWER COLL	\$252,929.00	\$21,077.00	\$189,693.00	75.00%	(\$63,236.00)
	<b>Total Dept.3702</b>	<b>REVENUE</b>	<b>\$338,694.00</b>	<b>\$27,407.47</b>	<b>\$253,045.54</b>	<b>74.71%</b>	<b>(\$85,648.46)</b>
<b>Total Fund</b>	<b>Sewer Fund</b>	<b>\$1,755,751.00</b>	<b>\$144,173.80</b>	<b>\$1,254,310.48</b>	<b>71.44%</b>	<b>(\$501,440.52)</b>	

<b>Sewer Fund Expenditures</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Approp.Amount</b>	<b>Activity this Period</b>	<b>Expenditure YTD</b>	<b>% Used</b>	<b>Unappropriated Help (Hurt)</b>
	<b>Department 4380</b>	<b>WASTEWATER TREATMENT PLANT</b>					
	30-4380-500000	SALARIES AND WAGES	\$360,000.00	\$30,993.69	\$326,260.24	90.63%	\$33,739.76
	30-4380-501000	INS SOCIAL SECURITY	\$28,000.00	\$3,424.82	\$24,066.69	85.95%	\$3,933.31
	30-4380-501100	INS HEALTH	\$119,660.00	\$8,909.00	\$86,307.00	72.13%	\$33,353.00
	30-4380-501150	INS.-LIFE	\$2,000.00	\$155.01	\$1,517.02	75.85%	\$482.98
	30-4380-501200	INS.-RETIREMENT PLAN	\$80,000.00	\$6,882.21	\$52,642.97	65.80%	\$27,357.03
	30-4380-501225	VRS-VLDP	\$1,662.00	\$95.63	\$935.65	56.30%	\$726.35
	30-4380-501250	INS WORKMENS COMPENSATION	\$4,500.00	\$0.00	\$2,941.40	65.36%	\$1,558.60

30-4380-501300	INS GEN LIABILITY/BLDG	\$15,600.00	\$0.00	\$12,061.26	77.32%	\$3,538.74
30-4380-501350	INS AUTO	\$1,350.00	\$0.00	\$1,075.26	79.65%	\$274.74
30-4380-510050	CONTRACT CONSULTANT	\$0.00	\$0.00	\$22,779.57	0.00%	(\$22,779.57)
30-4380-510100	AUDITING & LEGAL	\$10,833.00	\$0.00	\$12,750.00	117.70%	(\$1,917.00)
30-4380-510150	PRINTING & BINDING	\$2,000.00	\$0.00	\$2,479.34	123.97%	(\$479.34)
30-4380-510250	DUES & MEMBERSHIP	\$2,000.00	\$0.00	\$600.00	30.00%	\$1,400.00
30-4380-510350	OFFICE SUPPLIES	\$200.00	\$0.00	\$0.00	0.00%	\$200.00
30-4380-510400	POSTAGE	\$7,000.00	\$649.31	\$5,592.94	79.90%	\$1,407.06
30-4380-510450	TELEPHONE/INTERNET/COMM	\$2,400.00	\$215.51	\$2,277.10	94.88%	\$122.90
30-4380-510500	UNIFORMS	\$2,000.00	\$0.00	\$2,809.70	140.49%	(\$809.70)
30-4380-510550	TRAINING EXPENSE	\$2,000.00	\$187.00	\$1,357.62	67.88%	\$642.38
30-4380-510600	EQUIPMENT MAINTENANCE	\$25,000.00	\$0.00	\$14,387.02	57.55%	\$10,612.98
30-4380-510625	IT SERVICE/EQ	\$0.00	\$0.00	\$2,341.92	0.00%	(\$2,341.92)
30-4380-510700	VEHICLE MAINT-INSIDE	\$3,000.00	\$0.00	\$2,213.42	73.78%	\$786.58
30-4380-510750	VEHICLE MAINT-OUTSIDE	\$1,000.00	\$0.00	\$61.68	6.17%	\$938.32
30-4380-510800	MOTOR FUEL & LUBRICATION	\$11,000.00	\$328.48	\$9,266.75	84.24%	\$1,733.25
30-4380-510850	OFFICE FURN & FIXTURES	\$500.00	\$0.00	\$0.00	0.00%	\$500.00
30-4380-510900	EQUIPMENT	\$5,000.00	\$10.83	\$10.83	0.22%	\$4,989.17
30-4380-511000	BUILDING REPAIRS/ADDITON	\$5,000.00	\$0.00	\$666.34	13.33%	\$4,333.66
30-4380-511050	GROUND & FACILITIES	\$1,000.00	\$0.00	\$0.00	0.00%	\$1,000.00
30-4380-511100	SUPPLIES & MATERIALS	\$12,000.00	\$1,507.18	\$15,117.36	125.98%	(\$3,117.36)
30-4380-511150	CLEANING SUPPLIES	\$1,200.00	\$0.00	\$238.48	19.87%	\$961.52
30-4380-511200	ELECTRICITY	\$172,000.00	\$14,907.08	\$137,909.98	80.18%	\$34,090.02
30-4380-511250	WATER	\$6,000.00	\$368.37	\$3,377.87	56.30%	\$2,622.13
30-4380-511300	SEWER	\$6,000.00	\$453.97	\$4,163.15	69.39%	\$1,836.85
30-4380-511350	GARBAGE	\$800.00	\$64.11	\$641.10	80.14%	\$158.90
30-4380-511400	ENGINEERING	\$1,000.00	\$0.00	\$0.00	0.00%	\$1,000.00
30-4380-519000	MISCELLANEOUS	\$2,000.00	\$48.00	\$2,542.47	127.12%	(\$542.47)
30-4380-561000	HEATING OIL/FUEL	\$42,000.00	\$4,009.70	\$32,685.72	77.82%	\$9,314.28
30-4380-561100	PERMIT FEES	\$13,500.00	\$690.00	\$10,946.95	81.09%	\$2,553.05
30-4380-561150	WATER-LIFT STATION	\$1,200.00	\$42.79	\$385.11	32.09%	\$814.89
30-4380-561200	ELECTRICITY-LIFT STATION	\$15,000.00	\$2,104.74	\$4,343.81	28.96%	\$10,656.19
30-4380-561250	OUTSIDE LAB TESTING	\$8,000.00	\$226.70	\$4,237.40	52.97%	\$3,762.60
30-4380-561300	PLANT METERING & INSTRU.	\$4,000.00	\$0.00	\$1,732.50	43.31%	\$2,267.50
30-4380-561350	OUTSIDE SLUDGE HAULING	\$22,000.00	\$2,185.20	\$14,806.52	67.30%	\$7,193.48
30-4380-562000	PLANT PARTS	\$30,000.00	\$5,950.00	\$22,354.00	74.51%	\$7,646.00
30-4380-562050	CHEMICALS / SUPPLIES-LAB	\$38,000.00	\$5,512.48	\$24,959.14	65.68%	\$13,040.86
30-4380-595100	TRANSFER OUT-ADM EXPENSE (GF)	\$128,500.00	\$13,693.00	\$127,444.00	99.18%	\$1,056.00

30-4380-595200	TRANSFER OUT-IT EXPENSE (GF)	\$17,000.00	\$3,139.10	\$12,892.41	75.84%	\$4,107.59
<b>Total Dept.4380</b>	<b>WASTEWATER TREATMENT PLANT</b>	<b>\$1,212,905.00</b>	<b>\$106,753.91</b>	<b>\$1,008,179.69</b>	<b>83.12%</b>	<b>\$204,725.31</b>
<b>Department 4390</b>	<b>WASTEWATER PLANT DEBT RET</b>					
30-4390-521600	BIRMINGHAM WAT/SEW DEBT	\$44,844.00	\$0.00	\$0.00	0.00%	\$44,844.00
<b>Total Dept.4390</b>	<b>WASTEWATER PLANT DEBT RET</b>	<b>\$44,844.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$44,844.00</b>
<b>Department 5438</b>	<b>CAPITAL-WWTP</b>					
30-5438-630000	MACHINERY AND EQUIPMENT	\$0.00	\$0.00	\$6,124.50	0.00%	(\$6,124.50)
30-5438-660000	BUILDING & BLDG. IMPROVEMENTS	\$0.00	\$4,183.18	\$10,388.79	0.00%	(\$10,388.79)
<b>Total Dept.5438</b>	<b>CAPITAL-WWTP</b>	<b>\$0.00</b>	<b>\$4,183.18</b>	<b>\$16,513.29</b>	<b>0.00%</b>	<b>(\$16,513.29)</b>
<b>Total Fund</b>	<b>Sewer Fund</b>	<b>\$1,257,749.00</b>	<b>\$110,937.09</b>	<b>\$1,024,692.98</b>	<b>81.47%</b>	<b>\$233,056.02</b>
	Fund Balance			\$6,604,131.99		
	Total Revenues		\$144,173.80	\$1,254,310.48		
	Less Total Expenditures		\$110,937.09	\$1,024,692.98		
	<b>Net Income</b>		<b>\$33,236.71</b>	<b>\$229,617.50</b>		
	New Fund Balance			\$6,833,749.49		

**Water/Sewer Line Maintenance Fund**  
**Revenues**

Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	% Received	Unappropriated Help (Hurt)
40-3701-413600	CONTRACT WORK-SEW/WAT LIN	\$0.00	\$321.57	\$321.57	0.00%	\$321.57
40-3701-430000	MISCELLANEOUS REVENUE	\$0.00	\$0.00	\$874.31	0.00%	\$874.31
<b>Total Dept.3701</b>	<b>REVENUE</b>	<b>\$0.00</b>	<b>\$321.57</b>	<b>\$1,195.88</b>	<b>0.00%</b>	<b>\$1,195.88</b>
<b>Total Fund</b>	<b>Water/Sewer Line Maintenance Fund</b>	<b>\$0.00</b>	<b>\$321.57</b>	<b>\$1,195.88</b>	<b>0.00%</b>	<b>\$1,195.88</b>

**Water/Sewer Line Maintenance Fund**  
**Expenditures**

Account Number	Account Description	Approp.Amount	Activity this Period	Expenditure YTD	% Used	Unappropriated Help (Hurt)
<b>Department 4360</b>	<b>WATER/SEWER LINE MAINT</b>					
40-4360-500000	SALARIES AND WAGES	\$189,500.00	\$14,805.88	\$155,617.35	82.12%	\$33,882.65
40-4360-501000	INS SOCIAL SECURITY	\$14,000.00	\$1,657.36	\$11,430.24	81.64%	\$2,569.76
40-4360-501100	INS HEALTH	\$55,500.00	\$3,314.00	\$44,470.00	80.13%	\$11,030.00

40-4360-501150	INS.-LIFE	\$1,157.00	\$80.41	\$771.18	66.65%	\$385.82
40-4360-501200	INS.-RETIREMENT PLAN	\$39,000.00	\$3,488.40	\$25,564.62	65.55%	\$13,435.38
40-4360-501225	VRS-VLDP	\$0.00	\$23.57	\$204.17	0.00%	(\$204.17)
40-4360-501250	INS WORKMENS COMPENSATION	\$6,000.00	\$0.00	\$3,486.29	58.10%	\$2,513.71
40-4360-501300	INS GEN LIABILITY/BLDG	\$1,700.00	\$0.00	\$1,155.96	68.00%	\$544.04
40-4360-501350	INS AUTO	\$2,100.00	\$0.00	\$1,569.99	74.76%	\$530.01
40-4360-510450	TELEPHONE/INTERNET/COMM	\$700.00	\$17.15	\$514.35	73.48%	\$185.65
40-4360-510500	UNIFORMS	\$1,500.00	\$0.00	\$1,889.90	125.99%	(\$389.90)
40-4360-510550	TRAINING EXPENSE	\$0.00	\$44.25	\$517.75	0.00%	(\$517.75)
40-4360-510625	IT SERVICE/MAINTENANCE	\$0.00	\$0.00	\$1,615.25	0.00%	(\$1,615.25)
40-4360-510700	VEHICLE MAINT-INSIDE	\$12,000.00	\$0.00	\$4,994.66	41.62%	\$7,005.34
40-4360-510750	VEHICLE MAINT-OUTSIDE	\$8,000.00	\$0.00	\$1,311.50	16.39%	\$6,688.50
40-4360-510800	MOTOR FUEL & LUBRICATION	\$10,000.00	\$388.05	\$6,782.84	67.83%	\$3,217.16
40-4360-510900	EQUIPMENT	\$4,500.00	\$2,429.00	\$2,630.93	58.47%	\$1,869.07
40-4360-511000	BUILDING REPAIRS/ADDITION	\$500.00	\$0.00	\$0.00	0.00%	\$500.00
40-4360-511100	SUPPLIES & MATERIALS	\$8,000.00	\$207.05	\$5,964.20	74.55%	\$2,035.80
40-4360-511200	ELECTRICITY	\$4,000.00	\$315.77	\$3,459.23	86.48%	\$540.77
40-4360-511250	WATER	\$100.00	\$6.33	\$60.59	60.59%	\$39.41
40-4360-511300	SEWER	\$150.00	\$11.58	\$97.92	65.28%	\$52.08
40-4360-511350	GARBAGE	\$225.00	\$21.70	\$214.03	95.12%	\$10.97
40-4360-511400	ENGINEERING	\$0.00	\$0.00	\$212.00	0.00%	(\$212.00)
40-4360-511450	LEASE PROP & RIGHT OF WAY	\$13,000.00	\$0.00	\$13,144.63	101.11%	(\$144.63)
40-4360-511550	METERS & RELATED EQ	\$50,000.00	\$6,375.32	\$15,962.44	31.92%	\$34,037.56
40-4360-511600	MISS UTILITY SERVICE FEES	\$200.00	\$12.27	\$23.77	11.89%	\$176.23
40-4360-519000	MISCELLANEOUS	\$1,500.00	\$754.98	\$1,898.26	126.55%	(\$398.26)
40-4360-560000	CHEMICALS-TREATMENT	\$4,000.00	\$0.00	\$2,258.25	56.46%	\$1,741.75
40-4360-563000	NEW MANHOLES & SEWER LINE	\$2,500.00	\$0.00	\$0.00	0.00%	\$2,500.00
40-4360-563050	CORR OF I/ SEWER LINE	\$5,000.00	\$0.00	\$0.00	0.00%	\$5,000.00
40-4360-563100	NEW MAINS, LINES & VALVES	\$2,500.00	\$0.00	\$862.11	34.48%	\$1,637.89
40-4360-563125	MAINS, LINES & VALVE MAINT	\$12,000.00	\$0.00	\$847.66	7.06%	\$11,152.34
40-4360-563150	GRAVEL/STONE	\$6,000.00	\$0.00	\$2,183.00	36.38%	\$3,817.00
40-4360-563175	FIRE HYD/LINES	\$1,000.00	\$0.00	\$0.00	0.00%	\$1,000.00
40-4360-563225	BIRMINGHAM LIFT STATION	\$500.00	\$38.43	\$329.86	65.97%	\$170.14
40-4360-570200	HAND TOOLS & EQUIPMENT	\$3,000.00	\$166.55	\$1,696.10	56.54%	\$1,303.90
40-4360-595200	TRANSFER OUT-IT EXPENSE (GF)	\$16,874.00	\$3,139.10	\$12,892.41	76.40%	\$3,981.59
<b>Total Dept.4360</b>	<b>WATER/SEWER LINE MAINT</b>	<b>\$476,706.00</b>	<b>\$37,297.15</b>	<b>\$326,633.44</b>	<b>68.52%</b>	<b>\$150,072.56</b>
<b>Total Fund</b>	<b>Water/Sewer Line Maintenance Fund</b>	<b>\$476,706.00</b>	<b>\$37,297.15</b>	<b>\$326,633.44</b>	<b>68.52%</b>	<b>\$150,072.56</b>



Fund Balance				
Total Revenues	\$321.57			(\$2,590,411.27)
Less Total Expenditures	\$37,297.15			\$1,195.88
<b>Net Income</b>	<b>(\$36,975.58)</b>			<b>(\$325,437.56)</b>
New Fund Balance				(\$2,915,848.83)

Electric Fund Revenues	Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	% Received	Unappropriated Help (Hurt)
	50-3701-412100	UTILITY POLE PERMITS	\$14,000.00	\$250.00	\$15,015.00	107.25%	\$1,015.00
	50-3701-413300	INTEREST INCOME	\$3,000.00	\$1,395.51	\$16,250.55	541.69%	\$13,250.55
	50-3701-413700	CONTRACT WORK-ELECTRIC	\$10,000.00	\$5.00	\$3,181.67	31.82%	(\$6,818.33)
	50-3701-413900	SALE OF SALVAGE & SURPLUS	\$0.00	\$129.00	\$350.00	0.00%	\$350.00
	50-3701-420000	ELECTRICAL COLLECTIONS	\$6,700,000.00	\$536,822.72	\$5,651,335.74	84.35%	(\$1,048,664.26)
	50-3701-420200	PENALTIES	\$80,000.00	\$8,426.04	\$84,972.16	106.22%	\$4,972.16
	50-3701-420250	SERVICE CHARGES	\$7,000.00	\$490.00	\$4,150.00	59.29%	(\$2,850.00)
	50-3701-420600	POWER COST ADJUSTMENT	\$520,574.00	\$0.00	\$80.73	0.02%	(\$520,493.27)
	50-3701-430000	MISCELLANEOUS REVENUE	\$0.00	\$0.00	\$248.59	0.00%	\$248.59
<b>Total Dept.3701</b>		<b>REVENUE</b>	<b>\$7,334,574.00</b>	<b>\$547,518.27</b>	<b>\$5,775,584.44</b>	<b>78.74%</b>	<b>(\$1,558,989.56)</b>
<b>Total Fund</b>		<b>Electric Fund</b>	<b>\$7,334,574.00</b>	<b>\$547,518.27</b>	<b>\$5,775,584.44</b>	<b>78.74%</b>	<b>(\$1,558,989.56)</b>

Electric Fund Expenditures	Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD	% Used	Unappropriated Help (Hurt)
	Department 4400	ELECTRICAL DEPARTMENT					
	50-4400-500000	SALARIES AND WAGES	\$336,200.00	\$19,812.01	\$212,729.38	63.27%	\$123,470.62
	50-4400-501000	INS SOCIAL SECURITY	\$26,628.00	\$2,237.05	\$15,275.07	57.36%	\$11,352.93
	50-4400-501100	INS HEALTH	\$61,588.00	\$5,522.00	\$55,220.00	89.66%	\$6,368.00
	50-4400-501150	INS.-LIFE	\$1,400.00	\$99.52	\$995.52	71.11%	\$404.48
	50-4400-501200	INS.-RETIREMENT PLAN	\$60,000.00	\$4,849.35	\$36,353.24	60.59%	\$23,646.76
	50-4400-501225	VRS-VLDP	\$1,000.00	\$52.71	\$527.10	52.71%	\$472.90
	50-4400-501250	INS WORKMENS COMPENSATION	\$4,050.00	\$0.00	\$1,501.62	37.08%	\$2,548.38
	50-4400-501300	INS GEN LIABILITY/BLDG	\$5,506.00	\$0.00	\$5,627.04	102.20%	(\$121.04)
	50-4400-501350	INS AUTO	\$4,707.00	\$0.00	\$3,965.25	84.24%	\$741.75
	50-4400-510050	CONTRACT CONSULTANT	\$0.00	\$0.00	\$22,779.61	0.00%	(\$22,779.61)

50-4400-510100	AUDITING & LEGAL	\$10,000.00	\$102.77	\$16,624.34	166.24%	(\$6,624.34)
50-4400-510150	PRINTING & BINDING	\$2,000.00	\$0.00	\$2,479.35	123.97%	(\$479.35)
50-4400-510250	DUES & MEMBERSHIP	\$18,000.00	\$0.00	\$17,774.42	98.75%	\$225.58
50-4400-510350	OFFICE SUPPLIES	\$500.00	\$0.00	\$90.77	18.15%	\$409.23
50-4400-510400	POSTAGE	\$8,500.00	\$649.32	\$5,821.47	68.49%	\$2,678.53
50-4400-510450	TELEPHONE/INTERNET/COMM	\$2,488.00	\$30.08	\$1,110.83	44.65%	\$1,377.17
50-4400-510500	UNIFORMS	\$7,500.00	\$0.00	\$4,291.00	57.21%	\$3,209.00
50-4400-510550	TRAINING EXPENSE	\$2,000.00	\$0.00	\$1,334.45	66.72%	\$665.55
50-4400-510600	EQUIPMENT MAINTENANCE	\$3,000.00	\$0.00	\$7,200.48	240.02%	(\$4,200.48)
50-4400-510625	IT SERVICE/EQ	\$0.00	\$0.00	\$2,341.92	0.00%	(\$2,341.92)
50-4400-510700	VEHICLE MAINT-INSIDE	\$8,000.00	\$10.91	\$4,904.17	61.30%	\$3,095.83
50-4400-510750	VEHICLE MAINT-OUTSIDE	\$11,000.00	\$0.00	\$545.87	4.96%	\$10,454.13
50-4400-510800	MOTOR FUEL & LUBRICATION	\$15,000.00	\$931.12	\$11,172.80	74.49%	\$3,827.20
50-4400-510900	EQUIPMENT	\$4,500.00	\$1,721.62	\$1,721.62	38.26%	\$2,778.38
50-4400-511000	BUILDING REPAIRS/ADDITION	\$500.00	\$0.00	\$159.52	31.90%	\$340.48
50-4400-511100	SUPPLIES & MATERIALS	\$12,000.00	\$138.83	\$10,898.34	90.82%	\$1,101.66
50-4400-511150	CLEANING SUPPLIES	\$500.00	\$0.00	\$0.00	0.00%	\$500.00
50-4400-511200	ELECTRICITY	\$18,000.00	\$1,355.58	\$9,603.12	53.35%	\$8,396.88
50-4400-511250	WATER	\$300.00	\$5.30	\$66.23	22.08%	\$233.77
50-4400-511300	SEWER	\$300.00	\$9.30	\$87.61	29.20%	\$212.39
50-4400-511350	GARBAGE	\$300.00	\$19.71	\$212.04	70.68%	\$87.96
50-4400-511400	ENGINEERING	\$71,421.00	\$3,419.04	\$38,620.85	54.07%	\$32,800.15
50-4400-511450	LEASE PROP & RIGHT OF WAY	\$9,000.00	\$0.00	\$8,318.92	92.43%	\$681.08
50-4400-511500	TRAFFIC SAFETY	\$500.00	\$0.00	\$0.00	0.00%	\$500.00
50-4400-511550	METERS & RELATED EQ	\$15,000.00	\$13,377.00	\$15,149.00	100.99%	(\$149.00)
50-4400-511600	MISS UTILITY SERVICE FEES	\$300.00	\$6.13	\$59.14	19.71%	\$240.86
50-4400-519000	MISCELLANEOUS	\$5,000.00	\$0.00	\$133,014.56	2660.29%	(\$128,014.56)
50-4400-570000	POWER PURCHASED	\$6,149,512.00	\$545,366.29	\$5,180,668.31	84.25%	\$968,843.69
50-4400-570100	TRANSFORMERS & EQUIP	\$15,000.00	\$0.00	\$72.95	0.49%	\$14,927.05
50-4400-570150	SAFETY EQ & SUPPLIES	\$2,000.00	\$139.36	\$1,737.76	86.89%	\$262.24
50-4400-570200	HAND TOOLS & EQUIPMENT	\$3,000.00	\$199.99	\$3,053.62	101.79%	(\$53.62)
50-4400-570250	STREET LIGHTING	\$10,000.00	\$0.00	\$3,392.40	33.92%	\$6,607.60
50-4400-570300	UTILITY POLES	\$5,000.00	\$0.00	\$8,925.00	178.50%	(\$3,925.00)
50-4400-570350	LOW VOLTAGE DISTRIBUTION	\$15,000.00	\$0.00	\$4,629.74	30.86%	\$10,370.26
50-4400-570400	HIGH VOLTAGE DISTRIBUTION	\$20,000.00	\$0.00	\$3,436.60	17.18%	\$16,563.40
50-4400-570450	SUBSTATION EQ.	\$5,000.00	\$0.00	\$0.00	0.00%	\$5,000.00
50-4400-570500	SUBSTATION MAINTENANCE	\$10,000.00	\$0.00	\$4,736.62	47.37%	\$5,263.38
50-4400-570550	FIBER OPTIC EQUIP/SUPPLY	\$12,000.00	\$0.00	\$0.00	0.00%	\$12,000.00

50-4400-570600	GLOVE/BLANKET TESTING	\$1,000.00	\$0.00	\$519.99	52.00%	\$480.01
50-4400-570625	GENERATOR O&M	\$16,000.00	\$0.00	\$8,246.48	51.54%	\$7,753.52
50-4400-570650	VEHICLE TESTING-OUTSIDE	\$2,500.00	\$0.00	\$0.00	0.00%	\$2,500.00
50-4400-595100	TRANSFER OUT-ADM EXPENSE (GF)	\$325,000.00	\$14,789.00	\$136,436.00	41.98%	\$188,564.00
50-4400-595200	TRANSFER OUT-IT EXPENSE (GF)	\$16,874.00	\$3,139.10	\$12,892.41	76.40%	\$3,981.59
<b>Total Dept.4400</b>	<b>ELECTRICAL DEPARTMENT</b>	<b>\$7,334,574.00</b>	<b>\$617,983.09</b>	<b>\$6,017,324.53</b>	<b>82.04%</b>	<b>\$1,317,249.47</b>
<b>Department 5440</b>	<b>CAPITAL-ELECTRIC</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$79,598.40</b>		
50-5440-630000	MACHINERY AND EQUIPMENT	\$0.00	\$0.00	\$79,598.40	0.00%	(\$79,598.40)
<b>Total Dept.5440</b>	<b>CAPITAL-ELECTRIC</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$79,598.40</b>	<b>0.00%</b>	<b>(\$79,598.40)</b>
<b>Total Fund</b>	<b>Electric Fund</b>	<b>\$7,334,574.00</b>	<b>\$617,983.09</b>	<b>\$6,096,922.93</b>	<b>83.13%</b>	<b>\$1,237,651.07</b>
	Fund Balance			\$3,907,568.34		
	Total Revenues		\$547,518.27	\$5,775,584.44		
	Less Total Expenditures		\$617,983.09	\$6,096,922.93		
	<b>Net Income</b>		<b>(\$70,464.82)</b>	<b>(\$321,338.49)</b>		
	New Fund Balance			\$3,586,229.85		

**Town of Richlands**  
**Reserve Analysis: 2023 -2024**  
**General Fund**  
**As of April 30, 2024**

<u>Actual</u>		<u>Comments</u>
Reserved Cash Balance	\$3,212,843	
<b>Unreserved Cash Balance</b>	<b>4,269,121</b>	<b>\$180K decrease from March</b>
		This is a result of paying Sewer Department loans with unrestricted fund balance/ARPA fund offset from the General Fund. An adjusting journal entry is required in the general ledger and will be posted with the year end FY 2023 audit adjustments.
Less: ARPA Fund Transfer to Sewer	(1,059,332)	
Total Cash Balance	<u><u>\$6,422,632</u></u>	
<b>Projected</b>		
Unreserved Cash Balance Rolling 12 Month Low	\$3,985,662	Based on lowest point during May 2023 through April 2024
		This is a result of paying Sewer Department loans with unrestricted fund balance/ARPA fund offset from the General Fund. An adjusting journal entry is required in the general ledger and will be posted with the year end FY 2023 audit adjustments.
Less: ARPA Fund Transfer to Sewer	(1,059,332)	
Less: Projected Operating Revenues	(855,450)	Budgeted revenue of \$8,554,503*10%
<b>Surplus (Shortage)</b>	<u><u>\$2,070,880</u></u>	<b>No change from March</b>

**Town of Richlands**  
**Reserve Analysis: 2023 -2024**  
**Water Department**  
**As of April 30, 2024**

<u>Actual</u>		<u>Comments</u>
Reserved Cash Balance	\$1,075,988	
<b>Unreserved Cash Balance</b>	<b>1,231,112</b>	<b>\$9K decrease from March</b>
Total Cash Balance	<u><u>\$2,307,100</u></u>	
<u>Projected</u>		
Unreserved Cash Balance Rolling 12 Month Low	\$1,240,969	Based on lowest point during May 2023 through April 2024
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
<b>Surplus (Shortage)</b>	<u><u>\$824,871</u></u>	<b>\$10K decrease from March</b>

**Town of Richlands**  
**Reserve Analysis: 2023 -2024**  
**Sewer Department**  
**As of April 30, 2024**

<u>Actual</u>		<u>Comments</u>
Reserved Cash Balance	\$486,546	
<b>Unreserved Cash Balance</b>	<b>(1,506,327)</b>	<b>\$21K increase from March</b>
Less: ARPA Fund Transfer to Sewer	1,059,332	This is a result of paying Sewer Department loans with unrestricted fund balance/ARPA fund offset from the General Fund. An adjusting journal entry is required in the general ledger and will be posted with the year end FY 2023 audit adjustments.
<b>Total Cash Balance</b>	<u><u>\$39,551</u></u>	
<u>Projected</u>		
Unreserved Cash Balance Rolling 12 Month Low	(\$1,538,346)	Based on lowest point during May 2023 through April 2024
Less: ARPA Fund Transfer to Sewer	1,059,332	This is a result of paying Sewer Department loans with unrestricted fund balance/ARPA fund offset from the General Fund. An adjusting journal entry is required in the general ledger and will be posted with the year end FY 2023 audit adjustments.
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
<b>Surplus (Shortage)</b>	<u><u>(\$898,264)</u></u>	<b>No change from March</b>

**Town of Richlands**  
**Reserve Analysis: 2023 -2024**  
**Electric Department**  
**As of April 30, 2024**

<u>Actual</u>		<u>Comments</u>
Reserved Cash Balance	\$1,787,006	
<b>Unreserved Cash Balance</b>	<b>2,683,888</b>	<b>\$480K decrease from March</b>
Total Cash Balance	<u><u>\$4,470,894</u></u>	
<u>Projected</u>		
Unreserved Cash Balance Rolling 12 Month Low	\$2,599,249	Based on lowest point during May 2023 through April 2024
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
<b>Surplus (Shortage)</b>	<u><u>\$154,391</u></u>	<b>No change from March</b>

GOOD



NEWS

*travels fast!*

## SAVE the DATE

Citizens for the Arts'  
(CART's)

Richlands Mural  
"The Past that Make's the Future Better"

Re-Dedication Ceremony  
Friday, June 14, 2024  
11:00 a.m.

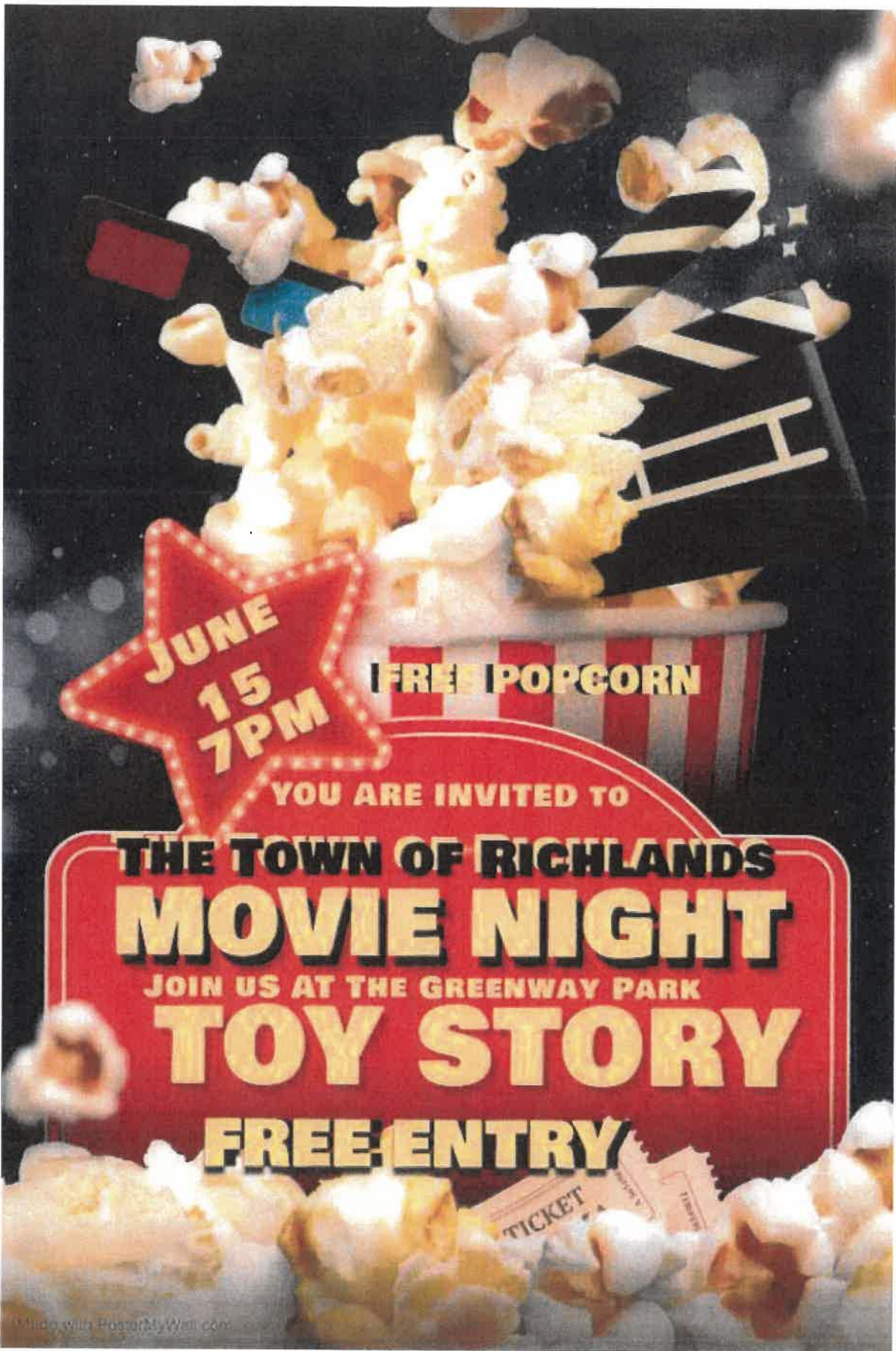
Railroad Avenue  
Twin Enterprises  
Appalachian Millworks & Cabinetry  
Richlands, VA

See you there  
and

THANK YOU

For your continued support of the ARTS





**JUNE  
15  
7PM**

**FREE POPCORN**

**YOU ARE INVITED TO**

**THE TOWN OF RICHLANDS  
MOVIE NIGHT**

**JOIN US AT THE GREENWAY PARK**

**TOY STORY**

**FREE ENTRY**

TICKET

*The Richlands*  
**Farmer's  
Market**



Vendors Welcome!

CALLING ALL FARMERS, BAKERS, GARDENERS,  
QUILTERS, AND CRAFTERS!

*Wednesdays 4p-7p Saturdays 2p-6p*

NO SET UP FEE REQUIRED, APPLICATION IS REQUIRED FROM TOWN HALL  
For More Information Call: 276-984-2567



EDITOR'S PICK

## Richlands among Cumberland Forest Community Fund Award Recipients

Jun 6, 2024

---



WISE, Va. — The University of Virginia’s College at Wise (UVA Wise), The Nature Conservancy (TNC), the Cumberland Forest Limited Partnership, and the Anne and Gene Worrell Foundation announced Wednesday the 2024 award recipients of the Cumberland Forest Community Fund (CFCF). This competitive local grant program, now in its third year, is designed to support nature-based economic and community development projects in seven Southwestern Virginia counties: Buchanan, Dickenson, Lee, Russell, Scott, Tazewell and Wise, as well as the City of Norton.

The Towns of Cleveland, Dungannon, Honaker, and Richlands, along with Appalachian Sustainable Development, Breaks Interstate Park, Friends of the Buchanan County Library, and Mountain Kids Inc., have been awarded a total of \$100,000 for projects, including a community garden expansion, an aquatic research station and improvements to a local recreation area.

The CFCF provides financial support for local projects that contribute to economic diversification, expanded community capacity, and benefits to nature within the seven counties.

The town of Richlands secured funding for renovations to the Critterville playground. The Critterville playground area at Williams Field Park was originally constructed through a community building process in 1997. Over the past 25 years, the playground

---



**RESCUE DIVISION**

Richlands Fire-Rescue  
 1800 Third St. / 200 Washington Sq.  
 Richlands Va. 24641

Rescue Division Station #2  
 Station #2 Ph. # 276-329-6065  
 Fax# 276-963-3569

*From The Desk Of:*

*EMS Director - Rescue Captain Matt Whited*

**Monthly Council Report For Rescue Division**

**Month: May 2024**

**EMS Calls Total: 240**

**Year to Date EMS Calls Total: 1168**

**Criteria**

Date From: 05/01/2024  
 Date To: 05/31/2024

ALL by Outcome

<b><u>Group</u></b>	<b><u>Count</u></b>	<b><u>Pct</u></b>
<u>Cancelled</u>	3	1.3
<u>Cancelled Enroute</u>	1	0.4
<u>No Patient Contact (Canceled on Scene)</u>	1	0.4
<u>No Patient Found</u>	20	8.3
<u>Patient Dead at Scene-No Resuscitation Attempted (With Transport)</u>	2	0.8
<u>Patient Refused Care</u>	69	28.7
<u>Standby-Public Safety, Fire, or EMS Operational Support Provided</u>	1	0.4
<u>Treated, Transferred Care</u>	2	0.8
<u>Treated, Transported by EMS</u>	140	58.3
<u>Treated, Transported by other EMS</u>	1	0.4
<b>Total:</b>	<b>240</b>	

***Rescue Division Updates / News / Info: On May 23, 2024 Richlands Fire-Rescue EMS Div. completed 3 Stop the Bleed classes free to the community we had great turn out we are working to have a free community CPR / Firstaid class soon.***



**MAY 2024  
MONTHLY TRAFFIC SUMMARY**

Missing Tail Lights or License Plate	1	Fail To Wear Seat Belt	3
Fail To Get Vehicle Inspected	3	Expired Rejection Sticker	5
Driving Revoked	1	Improper Registration	2
Submit False Evidence of Insurance	1	Improper Display of License Plate	1
Use Of Cell Phone While Driving	3	Fail To Obey Highway Signs	2
Fail To Maintain Control of Vehicle	1	Reckless Driving	1
Speeding	8		
WARNING- Speeding	7	WARNING- Driving Without a License	1
WARNING- Fail to Obey Stop Sign	1	WARNING- No State Inspection	2
WARNING- Use of Cell Phone While Driving	1		

**TOTAL NUMBER TRAFFIC SUMMONS ISSUED: 44**

**ANIMAL CONTROL / ORDINANCE VIOLATIONS SUMMARY**

High Grass Violation	14	Dog Transported to the Vet	1
----------------------	----	----------------------------	---

**TOTAL NUMBER ANIMAL CONTROL / ORDINANCE VIOLATIONS ACTIONS: 15**

**COUNCIL REPORT**

**June 4, 2024**

TOTAL CALLS FOR SERVICE THROUGH MAY 31, 2024	3,171
TOTAL CALLS FROM JANUARY 1, 2023 THROUGH MAY 31, 2023	2,806

**INCREASE OF 365**

TOTAL CALLS FOR THE MONTH OF MAY 2024	688
TOTAL CALLS FOR THE MONTH OF MAY 2023	705

**DECREASE OF 17**



# Mowing Report



May 2024

Prepared By:

Director of Public Works

Jason Shepherd



# Weekly Mowing Report



Week of: 5/6/2024

**Weekly objectives**

Try to stay on mowing schedule.

**To do items**

**Next Weeks Plans**

06	Monday May	07	Tuesday May	08	Wednesday May	09	Thursday May	10	Friday May	11	Saturday May	12	Sunday May
✓	Front Street	✓	Chestnut Street	✓	Grayson (Tue)	✓	Oriole Street (Wed)	✓	Richlands PD				
✓	Rockbridge Ave	✓	Prater Drive	✓	Buchanan (Tue)	✓	Williams Hill(Wed)	✓	Library				
✓	Floyd Ave	✓	Dogwood	✓	Mcdowell (Tue)	✓	Critterville	✓	Town Hall				
✓	Tazewell Ave	✓	Sixth Street	✓	Fifth (Tue)			✓	Section House				
✓	Fairfax Ave	✓	Franklin Ave	✓	Railroad Ave (Tue)								
✓	Norfolk Street	✓	Kentucky Ave	✓	Big Creek (Tue)								
✓	Suffolk Ave	✓	Buskill Ave	✓	Shenadoah(Tue)								
✓	Railroad Parking Lot	✓	Veterans Drive	✓	Shadow Ln								
✓	Edgewater Drive	✓	Cresswood Drive	✓	Sixth Street								
✓	Secound Street	✓	South Frount	✓	Fifth Street								
✓	Fourth Street	✓	Washington Square	✓	Fourth Street								
		✓	Farmer Street	✓	Rec Park								
		✓	Kimberly	✓	Critterville								
		✓	Suffolk Ave	✓	VA Ave								
		✓	Fourth Street	✓	Shale Street								

**Notes**



# Weekly Mowing Report

Week of: 5/13/2024

**Weekly objectives**

Next Weeks Plans

Need to Get on our weekly mowing schedule.

**To do items**

**Notes**

Mowing crew helped PD on Section House painting Two Days.

Monday May 13	Tuesday May 14	Wednesday May 15	Thursday May 16	Friday May 17	Saturday May 18	Sunday May 19
<ul style="list-style-type: none"> <li>✓ Front Street</li> <li>✓ Second Street</li> <li>✓ Floyd Street</li> <li>✓ Tazewell Ave</li> <li>✓ Town Hall</li> <li>✓ Washington Squar</li> <li>✓ Suffolk Ave</li> <li>✓ Lee Street</li> <li>✓ Fourth Street</li> <li>✓ Buchanan Street</li> </ul>	<ul style="list-style-type: none"> <li>✗ No Mowing</li> </ul>	<ul style="list-style-type: none"> <li>✓ On Off Ramps 460</li> <li>✓ Rall Road Ave</li> </ul>	<ul style="list-style-type: none"> <li>✓ Lake Park</li> </ul>	<ul style="list-style-type: none"> <li>✓ Street Shop</li> <li>✓ Rescue Squad</li> <li>✓ Code Enforcement</li> <li>✓ Code Enforcement</li> <li>✓ Code Enforcement</li> </ul>	<ul style="list-style-type: none"> <li>✓ Route 460</li> </ul>	

# R Weekly Mowing Report

Week of: 5/20/2024

**Weekly objectives**

Get Critterville ready For Governor.

**To do items**

Work with street crew on Kents Ridge.

**Next Weeks Plans**

Try not to get behind on mowing.

Monday May 20	Tuesday May 21	Wednesday May 22	Thursday May 23	Friday May 24	Saturday May 25	Sunday May 26
X NO Mowing	X NO Mowing	X NO Mowing	X NO Mowing	X NO mowing		

**Notes**



# Weekly Mowing Report

Week of: 5/27/2024



**Weekly Objectives**

Rec Park

Next Weeks Plans

Get back to Mowing Everyday

**To do items**

Work with street crew on Kents Ridge.

**Weekly Objectives**

Rec Park

Monday May 27	Tuesday May 28	Wednesday May 29	Thursday May 30	Friday May 31	Saturday June 01	Sunday June 02
<p><input checked="" type="checkbox"/> Off For Holiday</p>	<p><input checked="" type="checkbox"/> Front Street</p> <p><input checked="" type="checkbox"/> Second Street</p> <p><input checked="" type="checkbox"/> Floyd Ave</p> <p><input checked="" type="checkbox"/> Tazewell Ave</p> <p><input checked="" type="checkbox"/> Fairfax Ave</p> <p><input checked="" type="checkbox"/> Richlands PD</p> <p><input checked="" type="checkbox"/> Library</p> <p><input checked="" type="checkbox"/> Britts Park</p>	<p><input checked="" type="checkbox"/> Rec Park</p>	<p><input checked="" type="checkbox"/> Rec Park</p>	<p><input checked="" type="checkbox"/> Code Enforcement</p> <p><input checked="" type="checkbox"/> Code Enforcement</p>		

**Notes**