



AGENDA

TOWN COUNCIL MEETING

At Richlands Town Hall

April 9, 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 (March)
 - b. Minutes –Joint Public Hearing March 12, 2024, Regular Scheduled Meeting March 12, 2024, Special Called Meeting March 23, 2024, and Budget Retreat March 23, 2024.
- V. Scheduled Public Comments (5 Minute Max)
 - a. Jacob Vandyke
- VI. Unscheduled Public Comments (3 Minute Max)
- VII. Agenda Items
 - a. Recognition of the Richlands Wrestling Team
 - b. Amendment to Cigarette Tax Ordinance
 - c. Roofing RFP
 - d. Paving Contract
- VIII. Staff Reports / Updates
 - a. Monthly Financial Report
- IX. Attorney Report

- X. Town Manager Report
 - a. 2023 Excellence in Waterworks / Operation Performance Gold Award.
 - b. Critterville Cleanup Day – Change to April 20 from 9:00-12:00
 - c. Farmers Market- April 13
 - d. First Movie at Wisteria Station- May 11

- 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. Teen Center

- XIV. Adjourn Meeting

Next Regular Meeting is May 14, 2024.

		Town of Richlands		
		PAID CHECKS REPORT		
		3/13/2024 to 4/4/2024		
Check#	Paid To	Description	Check Date	Amount
15393	CLERK, CIRCUIT COURT OF TAZEWELL COUNTY	CLERK, CCTC-REL LIEN	3/14/2024	\$1.00
15394	CLERK, CIRCUIT COURT OF TAZEWELL COUNTY	CLERK, CCTC-REL LIEN	3/14/2024	\$1.00
15395	DRAVEN BALDWIN	D BALDWIN-PD-ACADEMY PER DIEM PO 306146	3/14/2024	\$150.00
15396	VOID	VOID-DIDN'T NEED	3/14/2024	\$0.00
15397	Landon Shelton	L SHELTON-PD ACADEMY PO 306165	3/14/2024	\$150.00
15398	MATT WHITED	RESCUE-REIMB FOR VA DHP LIC PROCESS FOR RFR CSR LICENSE PO RS	3/14/2024	\$160.00
15399	A T & T MOBILITY	AT & T-DTF-CELL SERVICE PO 306337	3/15/2024	\$261.19
15400	ANTHONY COX	A COX-REC-CONCESSION PO RP3004	3/15/2024	\$102.08
15401	ANTHONY COX	A COX-REC-CPO TRAINING IN ROANOKE MARCH 6-8, 2024 PER DIEM PO	3/15/2024	\$147.50
15402	BILLY SHELTON	REC-CPO TRAINING IN ROANOKE MARCH 6-8, 2024 PER DIEM PO L 8370	3/15/2024	\$359.22
15403	CREATIVETIME SOLUTIONS	TIME & ATTENDANCE WEB HOSTING-ALL EMPLOYEES	3/15/2024	\$155.00
15404	FLEENOR SECURITY SYSTEMS	FLEENOR SEC SYS-TEEN CENTER-DEP FOR PROJECT	3/15/2024	\$421.12
15405	POINT BROADBAND	POINT BROADBAND-DTF-INTERNET SVC PO 306333	3/15/2024	\$69.95
15406	PROFESSIONAL MAIL SERVICES, INC.	PMSI-MAR'24 POSTAGE ALL BILLS	3/15/2024	\$1,679.24
15407	PROFESSIONAL MAIL SERVICES, INC.	PMSI-MAR'24 PRINTING ALL BILLS	3/15/2024	\$399.56
15408	SEGRA	SEGRA-PHONE SERVICE	3/15/2024	\$2,457.16
15409	BUCHANAN GENERAL HOSPITAL	RESCUE-2 BLS CPR CERT CARDS, JONATHAN, SCOTTIE PO RS3791	3/19/2024	\$20.00
15410	CINTAS CORP	CINTAS-WWTP-FIRST AID CABINET-HARD SURFACE DISINFECT SVC	3/19/2024	\$442.48
15411	POSTMASTER	POSTMASTER-MAR'24 DEL BILLS, R/E BUDGET BILLS-POSTAGE	3/19/2024	\$409.61
15412	DRAVEN BALDWIN	D BALDWIN-PD-ACADEMY-PER DIEM PO 306146	3/22/2024	\$150.00
15413	GEORGE WEST	G WEST-ST-PE DIEM JOHNSON CITY TO PICK UP DOORS FOR FIN OFFICE	3/22/2024	\$15.00
15414	Landon Shelton	L SHELTON-PD-ACADEMY-PER DIEM PO 306165	3/22/2024	\$150.00
15415	PITNEY BOWES INC.	PTINEY BOWES-TN HALL-POSTAGE SYSTEM LEASE QUARTERLY	3/22/2024	\$486.21
15416	VOID-RICOH	VOID-WRONG ADDRESS	3/22/2024	\$0.00
15417	SPECTRUM BUSINESS	SPECTRUM-WWTP-395 SCOTCH RD TELEMETRY	3/22/2024	\$308.84
15418	VERIZON	VERIZON-DTF/WTP SEC LINES 2052/2937/2938	3/22/2024	\$347.24
15419	YOUR GRATE ESCAPE, LLC	YOUR GRATE ESCAPE-STRAT MTG LUNCH 3.23.24	3/22/2024	\$346.55
15420	ANTHONY COX	A COX-REC-FOOD LION COKES FOR CONCESSION PO RP3006	3/27/2024	\$12.12
15421	BRISTOL CIRCUIT COURT	BRISTOL CIRCUIT COURT-LIEN	3/27/2024	\$194.40
15422	BRITTANY S. JACKSON	REIMB LOSS DUE TO EL PROB ON TOWN SIDE	3/27/2024	\$600.00
15423	CHRISTOPHER MICALE, TRUSTEE	GARNISHMENT	3/27/2024	\$451.34
15424	CLERK, CIRCUIT COURT OF TAZEWELL COUNTY	CLERK, CCTC-LIEN	3/27/2024	\$208.55
15425	DRAVEN BALDWIN	D BALDWIN-PD-ACADEMY PO 306146	3/27/2024	\$150.00
15426	INFRASTRUCTURE SOLUTIONS GROUP	IFS-ST-KM8000 TEDD HOT BOX ASPHALT TRAILER PO FIN6353	3/27/2024	\$44,030.00
15427	JUSTIN DANIELS	J DANIELS-ICAC-PD-FUEL FOR TRAINING IN LYNCHBURG, VA	3/27/2024	\$60.00
15428	Landon Shelton	L SHELTON-PD-ACADEMY PER DIEM PO 306165	3/27/2024	\$150.00
15429	MOBILE COMMUNICATIONS AMERICA, INC.	MCA-RESCUE-RASF GRANT-9 PRGM PO RS3647	3/27/2024	\$2,455.00

15430	MOTOROLA SOLUTIONS, INC.	RESCUE-RSAF GRANT-9 -CHARGER, 9 POWER SUPPLY, 9 CHARGER KIT B	3/27/2024	\$44,981.35
15431	PROFESSIONAL MAIL SERVICES, INC.	PMSI-APRIL 24 UT BILLS (ALL)	3/27/2024	\$1,579.32
15432	RICOH USA, INC.	RICOH-UT PRINTER/COPIER RENT, COPIES	3/27/2024	\$324.62
15433	RIFES TV & APPLIANCE	RIFE'S TV-GARNISHMENT	3/27/2024	\$199.28
15434	SUSAN WHITT	REIMB FOR DRINKS, ICE FOR STRATEGIC PLANNING MEETING 3.23.24	3/27/2024	\$35.45
15435	TREASURER, DIVISION OF CONSOLIDATED LABS	TREAS, DCLS-WTP-COLIFORM TEST KITS PO WTP0235	3/27/2024	\$303.75
15436	VERIZON WIRELESS	VERIZON WIRELESS-PD/DTF/RESCUE/W/S/E, ST CELL PHONES	3/27/2024	\$851.96
15437	TAZEWELL CO PUBLIC SERVICE AUTHORITY	TAZ CO PSA-WWTP LIFT STATION	4/2/2024	\$42.79
15438	TREASURER TAZEWELL COUNTY	TREAS, TAZ CO-FEB 2024 CONSUMER TAX	4/2/2024	\$104.01
15439	ABBI MICHELLE HAVEN	Utility Refund for 202108.00 96	4/4/2024	\$53.73
15440	B & A COMMUNICATIONS LLC	Utility Refund for 15024696.00 96	4/4/2024	\$19.73
15441	CALEB HERSTON CANTRELL	Utility Refund for 302931.00 96	4/4/2024	\$159.49
15442	DESTINEY ALISSA COCHRAN	Utility Refund for 11011602.00 90	4/4/2024	\$22.33
15443	DRAVEN BALDWIN	D BALDWIN-PD-ACADEMY PER DIEM PO 306146	4/4/2024	\$150.00
15444	EMILY SMITH	Utility Refund for 11012351.00 96	4/4/2024	\$87.88
15445	KHALED MANSOUR	Utility Refund for 605571.00 97	4/4/2024	\$114.53
15446	Landon Shelton	LONDON SHELTON-PD-ACADEMY PER DIEM PO 306165	4/4/2024	\$150.00
15447	LEAF	LEAF-PD C3001 COPIER LEASE, INS PO 306354	4/4/2024	\$123.63
15448	PITNEY BOWES INC.	PITNEY BOWES-POSTAGE REFILL FIN/E/W/S	4/4/2024	\$2,030.00
15449	RICOH USA INC.	RICOH-PD-INVESTIGATIONS COPIER PO 306353	4/4/2024	\$284.19
15450	ROBIN MARIE TRENT	Utility Refund for 505024.00 89	4/4/2024	\$275.13
15451	ROY WHITT	R WHITT-FARMERS MARKET-CLEANING SUPPLIES	4/4/2024	\$38.80
15452	SEGRA	SEGRA-PHONE SERVICE	4/4/2024	\$2,439.80
15453	SETH R WHITE	Utility Refund for 303008.00 95	4/4/2024	\$152.57
15454	SHANNON R OXENDINE	Utility Refund for 707858.00 98	4/4/2024	\$138.90
15455	SPECTRUM BUSINESS	SPECTRUM-WWTP-580 INDIAN CREEK	4/4/2024	\$49.94
15456	TRANSUNION	TRANSUNION-PD CONTRACT CHARGES FEB 2024 PO 306311	4/4/2024	\$120.00
15457	TREASURER, COMMONWEALTH OF VIRGINIA	TREAS, DCLS-WWTP CH 45 CERT OF COMPLIANCE PO WW82357	4/4/2024	\$690.00
15458	UNIVERSITY OF VIRGINIA	UVA-WELDON COOPER-MEMBERSHIP CCS-RONNIE CAMPBELL	4/4/2024	\$45.00
15459	UPS	UPS-FIRE-SHIPPING SCOTT AIR PACK TO ATLANTIC SOLUTIONS PO F2204	4/4/2024	\$177.00
15460	VERIZON	VERIZON-PD 2633/4035/FIRE 2098/2099	4/4/2024	\$467.05
15461	WV STATE TAX DEPARTMENT	WV STATE TAX-EMP TAX PAYMENT	4/4/2024	\$112.22
15462	YIN C POON	Utility Refund for 808700.00 98	4/4/2024	\$103.52
		Total Checks:		\$114,595.95
		GRAND TOTAL		\$114,595.95

Town of Richlands				
PAID CHECKS REPORT				
Check#	Paid To	Amount	Description	
		4/9/2024		
15463	A & S SANITATION, INC.	\$283.50	Lake Park/Critterville, Rec/Fire, Portable Toilet Rental	
15464	ADVANCE AUTO PARTS	\$1,438.98	All Depts-Parts, supplies	
15465	APPALACHIAN AGGREGATES, LLC	\$16,557.85	Appalachian Aggregates-ST/ stone	
15466	APPLIED INDUSTRIAL TECHNOLOG	\$225.64	Applied supplies-Shop-EL-Lines-PO-ST149945	
15467	ATLANTIC EMERGENCY SOLUTIONI	\$222.26	Atlantic Emergency Services, Rescue, Valve Water Fittings, PO-RS3788	
15468	BKT UNIFORMS	\$124.99	BTK Uniforms-PD-Silver Badge-PO-306237	
15469	BLUE RIDGE POWER AGENCY	\$2,111.69	BRPA-FEB 2024-GES/ENG/SVCS/REC SALES CREDIT BAL DUE	
15470	BOUND TREE MEDICAL, LLC	\$3,491.89	Bound Tree-RES-4for Life-Patient Care Equip-PO-RS3784	
15471	C.W. WILLIAMS FIRE EQUIPMENT	\$1,106.33	Fire PPE-Fire Dept Programs-PO-F2185	
15472	CARTER MACHINERY COMPANY, IN	\$285.89	Carter-St/Backhoe-Element Kit-POFIN5992	
15473	CDW GOVERNMENT, INC.	\$20,775.38	CDW-G-IT SOFTWARE RENEWALS	
15474	CHADERICK GRIFFEY	\$978.21	Chaderick Griffey-St/Shop Scanner Software-PO-FIN5995-	
15475	CINTAS CORP	\$193.96	Cintas, ST, SAN, First Aid Cabinet Restock	
15476	CITGO WATER	\$2,775.00	Citgo Water-WTP/Chlorine-Chlorine-PO-WTP0234	
15477	CLINCH VALLEY MEDICAL CENTER	\$246.00	CVMC-PD-NEW HIRE DRUG TEST	
15478	CLINCH VALLEY REPAIR, INC.	\$434.00	PD, 30 Fire Ext. Inspections, 3 10lb Fire Ext. Maint., 2 5lb Fire Ext., PO-306345	
15479	COLE ELECTRIC, INC.	\$150.00	Cole Electric-WTP, Float Balls, PO-EL00425	
15480	CONSOLIDATED STEEL, INC.	\$924.00	Consolidated Steele-REC-Ballards-Pipe-PO-St15268	
15481	D & T ENTERPRISES	\$53.84	WWTP-NUTS, BOLTS ,SOCKET HEAD CAP SCREW, LOCKWASHER PO 82351	
15482	DDP LLC	\$1,054.11	DDP-TN HALL-#10 WINDOW ENVELOPES, #10 REG ENV PO FIN6352	
15483	DOMINION PEST CONTROL, INC.	\$225.00	DOMINION PEST-MAR24 PD/WTP/REC/RESCUE PEST CONTROL PO 306336	
15484	ECONO SIGNS LLC	\$1,398.46	Econo Signs-ST-Signs/Traffic Safety-PO-St15271	
15485	ELECTRONIC SYSTEMS, INC.	\$7,859.20	ESI-IT-VMWARE VE SPHERE STD 1 YR. PO IT5139	
15486	FENIEX INDUSTRIES, INC.	\$784.74	Fenlax-PD-Fusion Stick-Fusion Bracket-PO306316	
15487	FRAZIER TIRE AND AUTOMOTIVE	\$1,054.99	Frazier Tire-ALL DEPTS, TIRES, REPAIRS, ETC.	
15488	GALETON GLOVES AND SAFETY PR	\$730.40	Galeton-St-SAN-Gloves-PO-ST15276	
15489	GIBSON ENTERPRISES, INC.	\$1,298.62	GIBSON ENT-EL-GRANULAR WEED KILLER PO EL004246	
15490	GILLESPIE, HART, PYOTT, THOMAS	\$2,556.71	Council-Gillespie, Hart-Feb 24/Town Attorney	
15491	HISTORIC CRAB ORCHARD MUSEL	\$180.00	HIST.CRAB ORCHARD-STRATEGIC PLANNING MEETING 3.23.24	
15492	J HARLEN CO, INC.	\$1,727.10	J HARLAN CO-EL-HARNES, LANYARD, ADAPTER, BRUSH PO EL004249	
15493	JAMES RIVER EQUIPMENT-TAZEWE	\$53.47	James River-wwTP-Filters-Oil-PO-VW82354	
15494	JERRY'S AUTO SERVICE	\$2,519.13	RESCUE 551/552/555 REPAIRS	
15495	KIDD TIRE AUTO PARTS	\$96.23	KIDD TIRE FLAT REPAIR, INSPECTION, LAWN MOWER BELTS	
15496	LARRY HELTON	\$100.00	LARRY HELTON-PD #34-REPAIRS TO RADIO PO 306317	
15497	LAWSON PRODUCTS, INC.	\$1,090.15	Lawson Products-St/Shop-Pin Assortment-PO-FIN5994	
15498	LEXISNEXIS RISK SOLUTIONS	\$35.00	LEXISNEXIS-DTF-FEB 24 CONTRACT FEE PO 306314	
15499	LOWE'S	\$6,077.25	LOWE'S-ALL DEPTS-SUPPLIES & MATERIALS	

15500	LUSK DISPOSAL SERVICE, INC.	\$1,334.40	Lusk-WWTP-/CVMC Haul Service			
15501	MARK E. ISON	\$2,030.00	Mark E. Ison-IT/April 24 Support-DMX Terminator			
15502	MCCLURE CONCRETE PRODUCTS	\$464.00	MCCLURE CONCRETE-REC-2 YDS CONCRETE FOR BALLARDS PO 306319			
15503	MINEQUEST, INC.	\$433.62	Minequest-SV/Roller/sant 648-Hose Assemblies			
15504	MOBILE COMMUNICATIONS AMER	\$3,240.00	MCA-Rescue-Cable for Repeater Pack-PO-RS3785			
15505	MOBILE COMMUNICATIONS AME	\$1,100.00	MCA-RES-Smart Cable-PO-RS3785			
15506	MSC INDUSTRIAL SUPPLY CO.	\$141.34	MSC-Shop-Knit Glove-Antifog Face Shield-PO-FIN5996			
15507	NORTHERN SAFETY CO., INC.	\$920.71	Northern Supply-St-SAN-Frame-Gloves-PO-St15280			
15508	OLD DOMINION SLUSH PUPPIE	\$399.00	Old Dominion Slush Puppie-REC/Concession-PO-RP3008			
15509	OUTDOOR COUNTRY	\$410.66	Outdoor Country-St/Mowing-Mower Parts-Po-ST15288			
15510	PACE ANALYTICAL SERVICES, LLC	\$814.90	Pace-WWTP/WTP SAMPLE TESTING			
15511	POSITIVE PROMOTIONS, INC.	\$445.55	RES/Special Account-EMS Challenge Coin-Ace-Thin White Line-PO-RS3798			
15512	PYLE SOLUTIONS LLC	\$4,626.00	PYLE SOLUTIONS-WWTP LIQ EMULSION POLYMER PO 82349			
15513	QUADMED, INC.	\$975.83	Quadmed-PD-RES/Medical Supplies-PO-RS3793			
15514	RAVEN SUPER MARKET	\$313.64	ALL DEPTS-Parts, supplies			
15515	RICHLANDS FARM BUREAU	\$335.96	ALL DEPTS-SUPPLIES & MATERIALS			
15516	SD MYERS, LLC	\$1,813.00	SD MYERS-EL-TRANSFORMER MAINTENANCE			
15517	SPECTRUM BUSINESS	\$68.08	SPECTRUM-COMMUNITY ACCESS-SET TOP BOX PO 306328			
15518	SPEEDY LUBE, INC.	\$758.84	Speedy Lube-DTF-VEHICLE Parts-Labor-PO-306339			
15519	STATE ELECTRIC SUPPLY COMPAN	\$77.01	CRITTEVILLE CAM INSTALLATION (20) GRIP DEADEND			
15520	STRYKER MEDICAL	\$5,915.92	Stryker-RES-Procure Service Contract-Payment 3 of 3-po-R3157			
15521	TEATER'S TOOLS	\$178.60	Teater's Tools-St-Shop-2DR IMP 6PT (4)-PO-FIN5993			
15522	THOMPSON & LITTON, INC.	\$8,519.19	T & L-WWTP/WTP RE-ADVERTISE FOR BIDS-FEB, MAR 2024			
15523	TOWN POLICE SUPPLY	\$237.50	TPS-PD-9 MM-Lug-PO-PS306293			
15524	TRACTOR SUPPLY COMPANY	\$560.95	WWTP-OIL/FUEL FILTERS FOR CUB CADET MOWER/SANT UNDERBED TO			
15525	TRIMBLE COMPANY OF JOHNSON	\$2,843.00	Trimble-FIN-New Doors For HR/Payroll Offices-PO-ST15262			
15526	ULTRA PETROLEUM	\$24,894.26	ULTRA-ALL DEPTS FUEL			
15527	UPS	\$26.80	UPS-WATER-SHIPPING DEF WATER ERTS FOR EXCHANGE			
15528	USABUEBOOK	\$761.26	USABUEBOOK-WWTP-STERIKON PLUS PO WW82332			
15529	UV DOCTOR LAMPS, LLC	\$2,140.00	UV SALES-WWTP-80 TROJAN 3000 REPL LAMP, O-RINGS PO 82329			
15530	VELOCITY TRUCK CENTERS-KINGS	\$432.98	Velocity-SAN-Dipstick-Oil Gauge-PO-FIN5998			
15531	VIRGINIA UTILITY PROTECTION SE	\$10.35	EV/Lines-Miss Utility/March 2024-9 Transmissions			
15532	WYTHEVILLE OFFICE SUPPLY, INC.	\$415.86	Wytheville Office Supply-PD/DTF OFFICE SUPPLIES			
	Total Checks:	\$148,919.18				
	AMP (FEB'24)	\$651,723.02	CASH RESERVES FEB'24			\$755,448.90
	MORGAN STANLEY (FEB'24)	\$175,876.80	WATER	\$ 1,275,078.00		\$ (749,386.12)
	ANTHEM BC/BS (FEB 24)	\$93,025.00	ELECTRIC	\$ 3,313,117.00		
	VRS (JAN 24)	\$76,964.56	SEWER	\$ (1,538,346.00)		\$6,062.78
	GRAND TOTAL	\$1,146,508.56				

Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	Amendment to Cigarette Tax Ordinance		
Staff Contact(s):			
Agenda Date:	April 9, 2024	Item Number:	VII.b
Attachment(s):		Amendment to Cigarette Tax Ordinance	
Reviewed By:	Michael Thomas and Susan Whitt		

SUMMARY:

The attorney has drafted an Amendment to Cigarette Tax Ordinance for the Town removing the 10% penalty for returned cigarette stamps for Council's consideration.

FINANCIAL IMPACT AND FUNDING SOURCE:

Upon review of the Town Code and the Virginia Code, it does appear that the current ordinance is in conflict and should be adjusted. Virginia Code states that once there is verification that the stamps have been provided/redeemed then the Town SHALL refund the amount without penalties or fees. Currently, the Town Code states that the Town will only return up to 90% of the price paid. Since the Town cannot do more than the state allows, we will need to fix that ordinance moving forward.

RECOMMENDATION:

The Attorney and staff respectfully request the Council's consideration and vote for this Amendment.

Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	Roofing		
Staff Contact(s):	Ronnie Campbell		
Agenda Date:	April 9, 2024	Item Number:	VII. c.
Attachment(s):	1.	Frye Roofing Proposal, Inc.	
Reviewed By:	Jason May and Susan Whitt		

SUMMARY:

The Town of Richlands issued a Request for Proposal (RFP) to providers of **Roofing Replacement and Repair Services** for replacement and/or repairs to roofs at the police station, Town Hall and REC park buildings. All three buildings have active leaks. The police station, Town Hall and REC Park buildings have membrane, metal and metal roofs, respectively.

FINANCIAL IMPACT AND FUNDING SOURCE:

One RFP was received from Frye Roofing, Inc. in Bluefield, WV. Their estimate is \$287,000, \$5,000 and \$2,000 for the police station, Town Hall and REC park buildings, respectively, for a total of \$294,000. The police station is a full replacement and Town Hall and the REC park buildings are repairs. The proposed funding source is the unrestricted fund balance. The replacement is considered capital and the repairs are considered expense.

RECOMMENDATION:

Given the severity of damage a roof leak can cause, Staff recommends The Town Council approve the Frye Roofing, Inc. RFP and the necessary replacement and repairs.

Cost of roofing replacement and repair services:

<u>Richlands Police Dept.</u>	<u>\$ 287,000.00</u>
<u>Town Hall</u>	<u>\$ 5,000.00</u>
<u>Rec. Park Building</u>	<u>NTE \$ 2,000.00</u>

Years in business and experience in required services:

Frye Roofing, Inc. has been in business
123+ years

Licenses and certifications: **(Attach with your proposal)**

See attached

Additional relevant information:

See attached

Return this Page

Proposal Sheet

Teresa R. Forlines

Name of Official

Teresa R. Forlines

Signature

President

Title

Frye Roofing, Inc.

Firm or Corporation

Return this Page

CONTRACTOR ELIGIBILITY CERTIFICATION

This is to certify that this person/firm/corporation has not been barred from bidding on contracts by any agency of the Commonwealth of Virginia, nor is this person/firm/corporation a part of any firm/corporation that has been barred from bidding on contracts by any agency of the Commonwealth of Virginia.

Teresa R. Forlines
Teresa R. Forlines
Name of Official

President
Title

Frye Roofing, Inc.
Firm or Corporation

Return this Page

Frye Roofing Inc.

established 1900
WV 001003 VA 2701 016392A
fryeroofing.com

*2000 princeton avenue
bluefield. west virginia 24701
phone 304-327-5314
fax 304-325-3700*

March 18, 2024

Town of Richlands,

Frye Roofing, Inc. has over 123+ years of history serving our local communities.

Safety is our number one priority with over 3300 consecutive work loss-free days.

We have recently worked on many similar projects, including multiple buildings at Concord University, numerous projects with the City of Beckley, and multiple shopping centers in Rainelle and Lewisburg.

Here are some references.

- Concord University – Steve Miller – 304-887-6426
- City of Beckley- Billie Trump – 304-256-1768
- Aides Discount – Gary Aide – 304-645-2415

We have also included a sample warranty and proof that we are an approved applicator.

Thank you for this opportunity. We look forward to serving you in the future and intend to live up to your expectations.

Marcel Albert
Senior Project Manager



Professional Roofing For The Virginias Since 1900

PROPOSAL

Frye Roofing Inc.
established 1900

2000 princeton avenue
bluefield, west virginia 24701
telephone 304-327-5314
fax 304-325-3700
www.fryeroofing.com

March 18, 2024

Town of Richlands
200 Washington Square
Richlands, VA 24641

Attention: Finance Director

JOB: EPDM roof replacement at Richlands Police Department, Richlands, Virginia

DESCRIPTION	PRICE
<p>Furnish labor, materials, and equipment to complete the following items of work:</p> <p>SCOPE OF WORK:</p> <ul style="list-style-type: none"> Remove and dispose of the EPDM roof system down to but excluding the deck. Attach new 1.5" poly-iso base insulation and an 1/8" per foot tapered system along with new crickets between the drains. On the high roof area we will adhere the insulation due to the fact that it has a lightweight concrete deck. Fully adhere new .060 EPDM membrane. Install new flashings at all walls, curbs, drains and pipes. All interior roof walls will receive new termination bar. Fabricate and install new edge metal on all perimeter walls. All work to be completed per the manufacturer's specifications. Clean up and remove all debris generated by our work. Furnish contractor's two-year warranty. Provide manufacturer's twenty-year labor and material (No Dollar Limit) warranty. Building permits, if required, are not included. <p>Metal Color: Edge Metal _____</p> <p>NOTES: This proposal includes only the work defined above. Should an unforeseen emergency arise, we will make every effort to discuss additional work needed with you before proceeding. However, we will never leave your structure unprotected and will move forward if necessary to maintain a watertight condition during the installation process. Pricing for additional work will be charged on a time-plus-material basis at our standard rates.</p>	<p>Price \$287,000.00 NET</p>

THIS PROPOSAL IS SUBJECT TO CHANGE, WITHOUT NOTICE AFTER 30 DAYS.

WE APPRECIATE THIS OPPORTUNITY AND HOPE YOU WILL FAVOR US WITH THIS ORDER.

WV CONTRACTORS LICENSE No. WV001003
RENEWS ANNUALLY AUGUST 8
VA CLASS A CONTRACTOR No. 2701016392
RENEWS ANNUALLY SEPTEMBER 30, CLASSES FIC-CIC-HIC

YOURS VERY TRULY,
FRYE ROOFING INC.

BY: 

PLEASE SIGN BELOW, INITIAL THE BACK SIDE, AND RETURN TO OUR OFFICE TO ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTAND THIS CONTRACT AND CONDITIONS ON THE REVERSE SIDE. I, WE, ACCEPT THIS CONTRACT BY SIGNING BELOW.

DATE: _____

SIGNED: _____

BY: _____

PROPOSAL

Frye Roofing Inc.

established 1900

2000 princeton avenue
bluefield, west virginia 24701
telephone 304-327-5314
fax 304-325-3700
www.fryeroofing.com

March 18, 2024

Town of Richlands
200 Washington Square
Richlands, VA, 24651

Attn: Finance Director

JOB: Roof Repairs at the Town Hall of Richlands, VA

DESCRIPTION	PRICE
<p>Furnish labor, materials, and equipment to complete the following items of work:</p> <p>SCOPE OF WORK:</p> <ul style="list-style-type: none"> • Investigate and repair four separate EPDM roof sections. • Remove the deteriorated sealants from all metal coping cap joints and re-seal as needed. • Remove all existing debris from all four EPDM roof areas. • All work will be completed according to the manufacturer's specifications. • Remove and dispose of all debris generated by our work. <p>NOTES: This proposal includes only the work defined above. Should an unforeseen emergency arise, we will make every effort to discuss additional work needed with you before proceeding. However, we will never leave your structure unprotected, and will move forward if necessary to maintain a watertight condition during the installation process. Pricing for additional work will be charged on a time plus material basis at our standard rates.</p>	<p style="text-align: center;">\$5,000.00 NET</p>

THIS PROPOSAL IS SUBJECT TO CHANGE, WITHOUT NOTICE AFTER 30 DAYS.

WE APPRECIATE THIS OPPORTUNITY AND HOPE YOU WILL FAVOR US WITH THIS ORDER.

WV CONTRACTORS LICENSE No. WV001003
RENEWS ANNUALLY AUGUST 8
VA CLASS A CONTRACTOR No. 2701016392
RENEWS ANNUALLY SEPTEMBER 30, CLASSES FIC-CIC-HIC

YOURS VERY TRULY,
FRYE ROOFING INC.

BY: 

PLEASE SIGN BELOW, INITIAL THE BACK SIDE, AND RETURN TO OUR OFFICE TO ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTAND THIS CONTRACT AND CONDITIONS ON THE REVERSE SIDE. I, WE, ACCEPT THIS CONTRACT BY SIGNING BELOW.

DATE: _____

SIGNED: _____

BY: _____

PROPOSAL

Frye Roofing Inc.
established 1900

2000 princeton avenue
bluefield, west virginia 24701
telephone 304-327-5314
fax 304-325-3700
www.fryeroofing.com

March 18, 2024

Town of Richlands
200 Washington Square
Richlands, VA, 24651

Attn: Finance Director

JOB: Roof repairs at 126 REC Park Road, Richlands, VA

DESCRIPTION	PRICE
<p>Furnish labor, materials, and equipment to complete the following items of work:</p> <p>SCOPE OF WORK:</p> <ul style="list-style-type: none"> We met with Ronnie Campbell and decided that it would be more cost effective to perform the following work on a Time & Material Basis, not to exceed \$2,000.00 Investigate and repair five existing roof leaks on the Rec Park Building. Remove and dispose of all debris generated by our work. <p>NOTES: This proposal includes only the work defined above. Should an unforeseen emergency arise, we will make every effort to discuss additional work needed with you before proceeding. However, we will never leave your structure unprotected, and will move forward if necessary to maintain a watertight condition during the installation process. Pricing for additional work will be charged on a time plus material basis at our standard rates.</p>	<p>Not To Exceed \$2,000.00NET</p>

THIS PROPOSAL IS SUBJECT TO CHANGE, WITHOUT NOTICE AFTER 30 DAYS.

WE APPRECIATE THIS OPPORTUNITY AND HOPE YOU WILL FAVOR US WITH THIS ORDER.

WV CONTRACTORS LICENSE No. WVOO1003
RENEWS ANNUALLY AUGUST 8
VA CLASS A CONTRACTOR No. 2701016392
RENEWS ANNUALLY SEPTEMBER 30, CLASSES FIC-CIC-HIC

YOURS VERY TRULY,
FRYE ROOFING INC.

BY: 

PLEASE SIGN BELOW, INITIAL THE BACK SIDE, AND RETURN TO OUR OFFICE TO ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTAND THIS CONTRACT AND CONDITIONS ON THE REVERSE SIDE. I, WE, ACCEPT THIS CONTRACT BY SIGNING BELOW.

DATE: _____

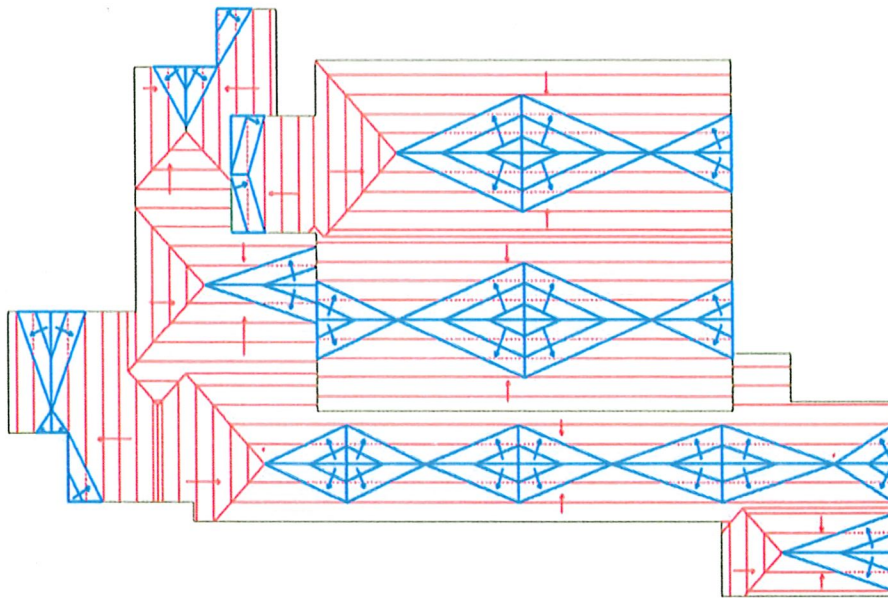
SIGNED: _____

BY: _____

Richlands Police Department

New Tapered Layout

To promote positive drainage



COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation

9960 Mayland Drive, Suite 400, Richmond, VA 23233

Telephone: (804) 367-8500

EXPIRES ON
09-30-2024

NUMBER
2701016392

BOARD FOR CONTRACTORS
CLASS A CONTRACTOR
CLASSIFICATIONS* CIC FIC HIC



FRYE ROOFING INC
2000 PRINCETON AVE
BLUEFIELD, WV 24701



Dermot J. Meier
Dermot J. Meier, Director

Status can be verified at <http://www.dpor.virginia.gov>

(SEE REVERSE SIDE FOR PRIVILEGES AND INSTRUCTIONS)

DPOR-LIC (02/201



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/20/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(les) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Bankers Insurance, LLC dba BI Insurance Agency, LLC 211 Federal Street Bluefield WV 24701	CONTACT NAME: Calonda Gregory PHONE (A/C, No, Ext): 434-327-1644 FAX (A/C, No): 800-899-0146 E-MAIL ADDRESS: cgregory@bankersinsurance.net
	INSURER(S) AFFORDING COVERAGE
INSURED Frye Roofing, Inc. 2000 Princeton Ave Bluefield WV 24701 License #: 63B707B FRYE00-01	INSURER A: State Auto Mutual Insurance Company NAIC #: 25135
	INSURER B: BrickStreet Mutual Insurance Company NAIC #: 12372
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

SAMPLE

COVERAGES **CERTIFICATE NUMBER:** 1042679023 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			10138227CP	7/1/2023	7/1/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY			10001364CA	7/1/2023	7/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$			10138275CU	7/1/2023	7/1/2024	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WCP7005726	7/1/2023	7/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER WV Broad Form E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Evidence of Insurance

CERTIFICATE HOLDER Frye Roofing, Inc. 2000 Princeton Ave Bluefield WV 24740	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE



March 18, 2024

FRYE ROOFING, INC.
2000 PRINCETON AVENUE
BLUEFIELD, WV 24701-3233
US

Project: Town of Richlands Roofing Replacement & Repairs

To Whom It May Concern:

This letter is to confirm that FRYE ROOFING, INC. in BLUEFIELD, WV is a Carlisle Authorized Applicator.

This Applicator has been awarded with the following awards:
HOF 750, HOF 500, HOF 250, Centurion

If you should have any further questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Waymon Cassell".

Waymon Cassell

/ems

WARRANTY NO.:
BUILDING OWNER:
NAME OF BUILDING:
BUILDING ADDRESS:
DATE OF COMPLETION OF THE CARLISLE TOTAL ROOFING SYSTEM:
DATE OF ISSUE:

Carlisle Roofing Systems, Inc., (Carlisle) warrants to the Building Owner (Owner) of the above described building, that; subject to the terms, conditions, and limitations stated in this warranty, Carlisle will repair any leak in the Carlisle Roofing System (Carlisle Total Roofing System) installed by a Carlisle Authorized Roofing Applicator for a period of -- years, commencing with the date of Carlisle's acceptance of the Carlisle Total Roofing System installation. However, in no event shall Carlisle's obligations extend beyond -- years, subsequent to the date of substantial completion of the Carlisle Total Roofing System. See below for exact date of warranty expiration.

The Carlisle Total Roofing System is defined as the following newly installed Carlisle brand materials: Membrane, Flashings, Adhesives and Sealants, Insulation, Cover Boards, Fasteners, Fastener Plates, Fastening Bars, Insulation Adhesives and any other newly installed Carlisle brand products utilized in this installation.

TERMS, CONDITIONS, LIMITATIONS

1. Owner shall provide Carlisle with written notice via letter, fax or email within thirty (30) days of any leak in the Carlisle Total Roofing System. Owner should send written notice of a leak to Carlisle's Warranty Services Department at the address set forth at the bottom of this warranty. By so notifying Carlisle, the Owner authorizes Carlisle or its designee to investigate the cause of the leak. Should the investigation reveal the cause of the leak to be outside the scope of this Warranty, investigation and repair costs for this service shall be paid by the Owner.
2. If, upon inspection, Carlisle determines that the leak is caused by a defect in the Carlisle Total Roofing System's materials, or workmanship of the Carlisle Authorized Roofing Applicator in installing the same, Owner's remedies and Carlisle's liability shall be limited to Carlisle's repair of the leak. Carlisle shall have sole responsibility in determining the method of repair of the area.
3. This warranty shall not be applicable if, upon Carlisle's inspection, Carlisle determines that any of the following has occurred:
 - (a) The Carlisle Total Roofing System is damaged by: natural disasters, lightning, fire, insects, animals, windblown debris or objects, earthquakes, tornados, hail, hurricanes, and winds of (3 second) peak gust speeds of -- mph or higher measured at 10 meters above ground; or
 - (b) Loss of integrity of the building envelope and/or structure, including, but not limited to, partial or complete loss of roof decking, wall siding, windows, roof top units, doors or other envelope components; or
 - (c) All associated building components, including but not limited to the deck substrate, joists, columns and foundation, must also meet wind speed design requirements.
 - (d) The Carlisle Total Roofing System is damaged by any acts, accidents, misuse, abuse, vandalism, civil disobedience or the like; or
 - (e) Deterioration or failure of building components, including, but not limited to, the roof substrate, walls, mortar, HVAC units, non Carlisle brand metal work, etc., occurs and causes a leak, or otherwise damages the Carlisle Total Roofing System; or
 - (f) Deterioration of metal materials and accessories caused by marine salt water, atmosphere, or by regular spray of either salt or fresh water; or

- (g) Acids, oils, harmful chemicals and the like come in contact with the Carlisle Total Roofing System and cause a leak, or otherwise damage the Carlisle Total Roofing System; or
- (h) The Carlisle Total Roofing System encounters leaks or is otherwise damaged by condensation resulting from any condition within the building that may generate moisture; or
- (i) The Carlisle Authorized Applicator or any additional contractor or subcontractor failed to follow Carlisle's published specifications and details for the approved system assembly or failure to correct all installation deficiencies listed in any Carlisle inspection report.

4. This Warranty shall be null and void if any of the following shall occur:

- (a) If, after installation of the Carlisle Total Roofing System by a Carlisle Authorized Roofing Applicator, there are any alterations or repairs made on or through the roof or objects such as, but not limited to, structures, fixtures, solar arrays, wind turbines, roof gardens or utilities are placed upon or attached to the roof without first obtaining written authorization from Carlisle; or
- (b) Failure by the Owner to use reasonable care in maintaining the roof, said maintenance to include, but not be limited to, those items listed on Carlisle's Care & Maintenance Guide which accompanies this Warranty.

5. In addition, it shall be Owner's sole responsibility to remove and re-install at Owner's expense, all obstructions, including, but not limited to, structures, fixtures, solar arrays, wind turbines, roof gardens, utilities or other overburden from the affected area as determined by Carlisle that would hinder or impede repairs being made in the most expedient and least expensive manner possible. Owner shall be responsible for all costs associated with any loss of power generation in the event that removal of a solar array is required to repair the roofing system.

6. During the term of this Warranty, Carlisle shall have free access to the roof during regular business hours.

7. Carlisle shall have no obligation under this Warranty while any bills for installation, supplies, service, and/or warranty charges have not been paid in full to the Carlisle Authorized Roofing Applicator, Carlisle, or material suppliers.

8. Carlisle's failure at any time to enforce any of the terms or conditions stated herein shall not be construed to be a waiver of such provision.

9. Carlisle shall not be responsible for the cleanliness or discoloration of the Carlisle Total Roofing System caused by environmental conditions including, but not limited to, dirt, pollutants or biological agents.

10. Carlisle shall have no liability under any theory of law for any claims, repairs, restoration, or other damages including, but not limited to, consequential or incidental damages relating, directly or indirectly, to the presence of any irritants, contaminants, vapors, fumes, molds, fungi, bacteria, spores, mycotoxins, or the like in the building or in the air, land, or water serving the building.

11. This warranty shall be transferable upon a change in ownership of the building when the Owner has completed certain procedures, including a transfer fee and an inspection of the Roofing System by a Carlisle representative.

12. Any dispute, controversy or claim between the Owner and Carlisle concerning this Limited Warranty shall be settled by mediation. In the event that the Owner and Carlisle do not resolve the dispute, controversy or claim in mediation, the Owner and Carlisle agree that any and all suits, proceedings, or claims shall be filed in either the state courts of Cumberland County, Pennsylvania or in the United States District Court for the Middle District of Pennsylvania. Each party irrevocably consents to the jurisdiction and venue of the above-identified courts.

13. Roof System Design Assembly: Carlisle, as manufacturer of commercial roofing products with the sole purpose of offering products for an Owner, design professional, architect, consultant, or engineer when designing/choosing a roof system assembly, assumes no liability nor implies to the suitability of the products for any particular assembly or specific building operation or structure. The Owner, design professional, architect, consultant, or engineer is solely responsible for the assembly chosen for a particular building structure to include the responsibility to properly calculate wind uplift values, design dead loads and live loads, and suitability and condition of building envelope substrate, decking, parapets, drainage, slope, and other attributes pertaining to the performance of the roof system assembly.

14. The Carlisle Authorized Applicator or any additional contractor or subcontractor are not agents of Carlisle.

CARLISLE DOES NOT WARRANT PRODUCTS UTILIZED IN THIS INSTALLATION WHICH IT HAS NOT FURNISHED AND SPECIFICALLY DISCLAIMS LIABILITY, UNDER ANY THEORY OF LAW, ARISING OUT OF THE INSTALLATION AND PERFORMANCE OF, OR DAMAGES SUSTAINED BY OR CAUSED BY, PRODUCTS NOT FURNISHED BY CARLISLE OR THE PRIOR EXISTING ROOFING MATERIAL OVER WHICH THE CARLISLE ROOFING SYSTEM HAS BEEN INSTALLED.

THE REMEDIES STATED HEREIN ARE THE SOLE AND EXCLUSIVE REMEDIES FOR FAILURE OF THE CARLISLE TOTAL ROOFING SYSTEM OR ITS COMPONENTS. THERE ARE NO WARRANTIES EITHER EXPRESSED OR IMPLIED, INCLUDING THE IMPLIED WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE AND MERCHANTABILITY, WHICH EXTEND BEYOND THE FACE HEREOF. CARLISLE SHALL NOT BE LIABLE FOR ANY INCIDENTAL, CONSEQUENTIAL OR OTHER DAMAGES INCLUDING, BUT NOT LIMITED TO, LOSS OF PROFITS OR DAMAGE TO THE BUILDING OR ITS CONTENTS UNDER ANY THEORY OF LAW.

BY:

AUTHORIZED SIGNATURE
This Warranty Expires: --

Carlisle Care and Maintenance Guide

In order to ensure the long-term performance of your Roofing System and continued warranty service and coverage, regular rooftop maintenance inspections are necessary. While normal aging will occur on all roofs, if not detected early, problems stemming from abuse, contamination, accidents and severe weather can result in extensive and costly repairs or premature failure of the roofing system. Single-ply Roofing Systems are typically low-slope and easy to inspect, but caution must be taken to ensure safety. Carlisle disclaims and assumes no liability for any rooftop activity.

- Owner must retain records related to the Roofing System. Such records include, but are not limited to: the warranty document and serial number, maintenance inspection logs, rooftop traffic logs, service logs, and invoices for work performed on the roofing system.
- Inspect the roof at least every six months (preferably spring and fall) and immediately following any weather event that includes excessive rainfall, high winds and/or hail warnings. Increased number of rooftop maintenance inspections may be required on some roofs as the location may dictate, such as higher trees near the building which will accumulate leaves and debris on the roof and have adverse effects on drainage. In addition, rooftop maintenance inspections should occur after regular maintenance of any rooftop unit.

When inspecting the Roofing System, pay special attention to the following:

- Walls/Parapets/Roof Edge – Wind damage often begins at the perimeter of the roof. Ensure all membrane terminations and edge metal and copings are secure.
- Roof Deck Membrane – Inspect the field of the roof, scanning for damage caused by wind-blown debris or traffic.
- Penetrations/Rooftop Units – Inspect the membrane, flashings and terminations around penetrations and roof top units for possible damage from service work. Ensure the units and terminations are secure.
- Remove debris (leaves, dirt, trash, etc.) – Good roofing practice dictates that water should drain from the roof and that ponded water should evaporate within 48 to 72 hours after a rainfall. Debris can inhibit drainage.

Additional Maintenance Items:

- Foot Traffic – Walkways must be provided if regular traffic is required or if rooftop equipment has a regular thirty (30) day or less maintenance schedule.
- Petroleum Products & Chemicals - Keep all liquids containing petroleum products or chemicals off the membrane to avoid product degradation.
- Animal Fats/Vegetable Oils: EPDM Membranes - Do not exhaust animal fats/vegetable oils directly onto EPDM roof surfaces. TPO & PVC Membranes – Animal fats/vegetable oils must be regularly removed and the rooftop surface cleaned with a mixture of soap and water.

What to do if a leak occurs:

- After verifying the leak is through the roofing system, contact Carlisle at 1-800-233-0551 or at www.carlisesyntec.com.
- If minor, emergency temporary repairs are made to a suspected leak area, use Carlisle's Lap Sealant or a good-grade rubber caulk to address the repair area (do not use asphaltic roof cement). Please note, Carlisle is not responsible for the cost associated with any emergency temporary repairs.

Alterations to the Roofing System:

- Alterations to the Roofing System must be completed by a Carlisle Authorized Applicator. The Carlisle Authorized Applicator must notify Carlisle when the revision work is complete. The necessary form can be found on the Carlisle website via the Authorized Applicators login.

Warranty Transfer:

- Warranties shall be transferable upon a change in ownership of the building when the Owner has completed certain procedures. This form can be found on the Carlisle website for additional guidelines.

Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	Paving Contract addendum		
Staff Contact(s):	Jason May		
Agenda Date:	April 9th, 2024	Item Number:	VII.d
Attachment(s):			
Reviewed By:	Ronnie Campbell; Susan Whitt		

SUMMARY:

Staff would like to add one additional street to the current paving contract. Lake View Rd can be added to the current paving contract. This paving is priced at \$22,040.

FINANCIAL IMPACT AND FUNDING SOURCE:

The additional paving will be funded by VDOT funds found in the restricted fund balance.

RECOMMENDATION:

Staff recommends including the additional paving in the contract.



P.O. DRAWER 927
CHILHOWIE, VA 24319

PHONE (276) 646-3804 FAX (276) 646-8179



PROPOSAL

QUOTE TO: TOWN OF RICHLANDS PROJECT: ADDITIONAL PAVING LOCATIONS

ATTN: JASON MAY DATE: 04/03/24

We are pleased to offer the following PROPOSAL for the above referenced project.

Item	Description	Quantity	Unit	Unit Price	Total
70	BIRMINGHAM RD (PARTIAL) SM12.5AL	1.00	LS	\$21,384.00	\$ 21,384.00
80	BIRMINGHAM RD (FULL) SM12.5AL	1.00	LS	\$783,180.00	\$ 783,180.00
90	LAKE VIEW DR	1.00	LS	\$22,040.00	\$ 22,040.00
JOB TOTAL:					\$ 826,604.00

Notes:
MOBILIZATION PRICES INCLUDED TWO MOVES, ANY ADDITIONAL MOBILIZATIONS SHALL BE CHARGED AT \$3,500.00 -EA.

- 1 W-L ASPHALT PLANTS WILL BE SHUT DOWN FOR WINTER MAINT. FROM 12/15/24 TO 3/31/2025
- 2 W-L SHALL NOT BE RESPONSIBLE FOR REPAIRS FOR SUBGRADE IN THE CASE OF INADEQUATE OR UNSUITABLE MATERIAL.
- 3 ASPHALT ADJUSTMENTS WILL BE MADE USING THE PRICE INDEX AT THE TIME OF CONTRACT SIGNING FOR QUALIFYING ITEMS.

CURRENT LIQUID ASPHALT PRICE INDEX (APR 24):	\$603.75	PER SHORT TON (64-S-22)
--	----------	-------------------------

All proposals, or contracts are contingent upon satisfactory financial arrangements.
All the following TERMS AND CONDITIONS will apply.

Estimate No.: 2240403

Submitted by: *Travis Lambert*
TRAVIS LAMBERT / ESTIMATOR / PROJECT MANAGER

FOR ASPHALT PAVING: The following are characteristics of asphalt paving, particularly private drives and small areas where mechanical spreaders cannot be used and the softer (less stone) mixes are generally preferred. 1) Denting will occur from tire marks, particularly power steering, and from other objects and is more pronounced during the first few weeks, especially in summer months. Asphalt surface becomes harder by wear and weathering. 2) Grass sometimes will grow through asphalt, especially around the edges of pavement. One application of weed killer generally kills grass. 3) We are not responsible for cracks or repairs to pavement when we place asphalt surface on customer's base, stone, concrete, or asphalt.

LIQUID ASPHALT ADJUSTMENT

Price Adjustment Clause - Liquid Asphalt Binder for Plant Mix:

Liquid Asphalt Binder material is a major component in the production of asphalt. Due to the extreme volatility in the current petroleum market it has become virtually impossible to estimate the cost of this material for more than a few weeks into the future. Because of this unprecedented situation, W-L Construction & Paving, Inc. is forced to implement the following price adjustment clause to keep pace with this escalating cost.

Based on the VDOT's Liquid Asphalt Price Adjustment clause, when, at the time work is performed, the current VDOT index price for Liquid Asphalt Binder varies either upward or downward by more than 5% from the Index price at the date the quote was written, a cost adjustment will be made to payments due W-L Construction & Paving, Inc. for work performed at that time according to the following formula:

(Current Index Price - Index Price at Date of Quote) x 6% x Tons of Asphalt = Cost Adjustment

Note: The 6% is the approximate quantity of Liquid Asphalt Binder in a ton of asphalt.

Example:	Current Index Price	=	\$400.00
	Index Price at Date the Quote Was Written	=	\$380.00
	Tons of Asphalt Placed	=	1,500

(\$400.00 - \$380.00) x .06 x 1,500 = \$1,800.00 Cost Adjustment

This Price Adjustment clause is made part of our contract agreement.

ACCEPTANCE: If the foregoing meets with your acceptance, kindly sign and return to the address marked. At such time as we receive the above we will execute this contract and return one copy to you for your information and files. This proposal is for acceptance within 30 days.

We (I) _____ am an officer, owner or authorized representative of
(name)

_____ I hereby accept the above proposal and conditions this
(company)

_____ Sign: _____
(date) (signature)

W-L CONSTRUCTION & PAVING, INC.

Sign: _____

Title: _____

Executed this _____ day of _____

Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	Monthly Financial Reports		
Staff Contact(s):	Ronnie Campbell		
Agenda Date:	April 9, 2024	Item Number:	VIII. a.
Attachment(s):	1.	Income Statement Summary	
	2.	Income Statement Detail	
	3.	Reserve Analysis	
Reviewed By:	Jason May and Susan Whitt		

SUMMARY:

The attachments include the financial results for February 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 2/29/2024

<u>Fund</u>	<u>Current Month</u> <u>Net Income (Loss)</u>	<u>Year To Date</u> <u>Net Income (Loss)</u>	<u>Drivers</u>	<u>Variance</u> <u>Permanent or Timing</u>
General	\$21,757	\$210,095	YTD net income primarily results from lower expenses help (62.5% of budget) in Finance, IT, Police, and Street/Sanitation Departments and higher revenues in other taxes and fees and business licenses, offset slightly in garbage collections and other revenues for a net hurt (59.3% of budget) and capital purchases.	- Revenue Other Taxes and Fees, Business Licenses, Garbage Collections and Other Revenues - Timing; - Revenue Personal Property Taxes - Permanent; - Capital (Unrestricted fund balance/ARPA Fund Offset and Grants) - Permanent; - Expenses - Timing/Permanent (Observing Trends)
Water	11,985	107,602	YTD net income primarily results from lower revenues hurt (55.7% of budget), offset by lower expenses help (64.1% of budget).	- Revenues - Permanent; - Expenses - Timing/Permanent (Observing Trends)
Sewer	41,665	175,397	YTD net income primarily results from lower revenues hurt (55.0% of budget), offset by lower expenses help (62.8% of budget).	- Revenues - Permanent; - Expenses - Timing/Permanent (Observing Trends)
Water/Sewer Line Maintenance	(33,425)	(254,545)	There is not a separate revenue stream. YTD net loss results from lower expenses help (53.6% of budget).	- Expenses - Timing
Electric	6,063	(206,964)	YTD net loss primarily results from lower revenues hurt (62.2% of budget) and capital purchase, offset by slightly lower expenses help (65.0% of budget).	- Revenues - Permanent; - Capital - Permanent (Unrestricted fund balance/ARPA Fund Offset); - Expenses - Timing/Permanent (Observing Trends)
Total All Funds	\$48,045	\$31,586		

Town of Richlands
Income Statement: 2023 - 2024
For the Period Ending 2/29/2024

General Fund	Revenues	Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	% Received
		10-3700-410000	REAL ESTATE TAXES	\$535,000.00	\$3,487.57	\$497,553.99	93.00%
		10-3700-410050	R E TAX BUDGET	\$20,000.00	\$4,647.87	(\$18,868.63)	-94.34%
		10-3700-410100	R.E. TAXES PRO RATA	\$1,000.00	\$0.00	(\$1,254.33)	-125.43%
		10-3700-410200	DELINQUENT TAXES	\$20,000.00	\$3,043.67	\$11,122.95	55.61%
		10-3700-410300	PENALTIES ON TAXES	\$2,000.00	\$322.31	\$1,113.29	55.66%
		10-3700-410350	INTEREST ON TAXES	\$5,000.00	\$621.79	\$1,978.94	39.58%
		10-3700-410400	PUBLIC SERVICE TAXES	\$46,000.00	\$0.00	\$40,839.55	88.78%
		10-3700-410500	R E TAX OVERPAYMENTS	\$0.00	\$0.00	\$373.87	0.00%
		Total Dept:3700	REVENUE	\$629,000.00	\$12,123.21	\$532,859.63	84.72%
		10-3701-411000	BANK STOCK TAXES	\$173,000.00	\$0.00	\$0.00	0.00%
		10-3701-411100	RESTAURANT FOOD TAX	\$906,500.00	\$75,048.67	\$697,128.38	76.90%
		10-3701-411200	BUSINESS LICENSES	\$500,000.00	\$385,632.31	\$396,662.71	79.33%
		10-3701-411300	MOTOR VEHICLE LICENSES	\$30,000.00	\$993.15	\$33,148.02	110.49%
		10-3701-411400	MOBILE HOME LICENSE	\$8,000.00	\$220.00	\$7,219.55	90.24%
		10-3701-411450	PERSONAL PROPERTY TAX	\$155,000.00	\$0.00	(\$7.61)	0.00%
		10-3701-411500	CIGARETTE TAX	\$200,000.00	\$26,250.00	\$146,250.00	73.13%
		10-3701-411550	DELINQUENT PER PROPERTY TAXES	\$1,000.00	\$322.11	\$2,869.42	286.94%
		10-3701-411650	PENALTIES ON PER PROPERTY TAXES	\$0.00	\$16.09	\$148.80	0.00%
		10-3701-411750	INTEREST ON PERSONAL PROPERTY TAXES	\$0.00	\$23.52	\$153.90	0.00%
		10-3701-412000	ZONING PERMITS	\$1,000.00	\$155.00	\$775.00	77.50%
		10-3701-413000	COURT FINES & FOREFEITURE	\$30,000.00	\$3,151.06	\$24,904.60	83.02%
		10-3701-413050	E-CITATION COLLECTIONS	\$500.00	\$212.90	\$1,619.74	323.95%
		10-3701-413100	PARKING VIOLATIONS	\$600.00	\$50.00	\$200.00	33.33%
		10-3701-413300	INTEREST INCOME	\$5,000.00	\$253.55	\$5,563.60	111.27%
		10-3701-413400	CONTRACT WORK-STREET	\$2,000.00	\$1,007.85	\$5,020.77	251.04%
		10-3701-413900	SALE OF SALVAGE & SURPLUS	\$20,000.00	\$0.00	\$1,224.55	6.12%
		10-3701-413950	GAIN/LOSS ON ASSET DISPOSAL	\$0.00	\$0.00	\$73,550.00	0.00%
		10-3701-414100	FIRE/RESCUE CONTRACTS	\$270,000.00	\$0.00	\$225,000.00	83.33%
		10-3701-414125	RESCUE SQUAD BILLING REVENUE	\$700,000.00	\$89,751.34	\$613,069.26	87.58%
		10-3701-414130	RESCUE BAD DEBT COLLECTIONS	\$6,000.00	\$88.75	\$1,607.43	26.79%
		10-3701-414150	SWIMMING POOL FEES	\$12,000.00	\$0.00	\$8,038.54	66.99%
		10-3701-414200	CONCESSION COLL	\$15,000.00	\$7,527.42	\$17,260.56	115.07%
		10-3701-414250	BASKETBALL FEES	\$7,500.00	\$6,525.00	\$20,096.00	267.95%
		10-3701-414350	OUTDOOR TENNIS FEES	\$100.00	\$0.00	\$102.00	102.00%

10-3701-414400	MEMBERSHIP FEES	\$250.00	\$165.00	\$990.00	396.00%
10-3701-414425	WEIGHT ROOM FEES	\$1,000.00	\$144.00	\$1,282.00	128.20%
10-3701-414450	ROOM RENTAL UPSTAIRS	\$2,000.00	\$300.00	\$2,040.00	102.00%
10-3701-414475	SHELTER RENTAL FEES	\$500.00	\$35.00	\$280.00	56.00%
10-3701-414500	MISC RECREATION REVENUE	\$1,000.00	\$811.00	\$1,947.00	194.70%
10-3701-414525	REC TOURNAMENTS/EVENTS	\$0.00	\$0.00	\$623.00	0.00%
10-3701-414550	VOLLEYBALL FEES	\$8,000.00	\$0.00	\$10,357.00	129.46%
10-3701-420150	GARBAGE COLLECTIONS	\$580,000.00	\$42,875.31	\$343,231.45	59.18%
10-3701-420200	PENALTIES	\$6,000.00	\$1,039.11	\$6,597.20	109.95%
10-3701-420420	STATE-LOCAL TAX	\$16,000.00	\$2,201.78	\$13,240.26	82.75%
10-3701-420550	CONSUMER/CONSUMPTION UTILITY TAX	\$270,000.00	\$19,648.60	\$152,103.39	56.33%
10-3701-420900	CONVENIENCE FEE	\$5,000.00	\$186.00	\$1,191.00	23.82%
10-3701-430000	MISCELLANEOUS REVENUE	\$10,000.00	\$775.00	\$10,262.67	102.63%
10-3701-430100	GIFTS & DONATIONS-PVT	\$0.00	\$0.00	\$1,000.00	0.00%
10-3701-430300	RETURN CHECK FEES	\$500.00	\$270.00	\$1,290.00	258.00%
10-3701-430400	DNTN & COMM DEVELOP REVENUE	\$0.00	\$80.00	\$21,271.50	0.00%
10-3701-430600	COMM & CIVIC PROG REVENUE	\$0.00	\$100.00	\$561.00	0.00%
10-3701-430900	DONATIONS & MISC-FIRE	\$3,000.00	\$2,000.00	\$2,920.00	97.33%
10-3701-430950	GIFTS & DONATIONS-REC	\$5,000.00	\$0.00	\$0.00	0.00%
10-3701-431000	GIFTS & DONATIONS-POLICE	\$10,000.00	\$2,000.00	\$11,705.69	117.06%
10-3701-431050	DONATIONS & MISC-RESCUE	\$1,500.00	\$0.00	\$4,118.79	274.59%
10-3701-431100	MISCELLANEOUS REVENUE-POLICE	\$4,000.00	\$5,686.00	\$39,686.48	992.16%
10-3701-431200	RESTITUTION	\$0.00	\$10.00	\$319.19	0.00%
Total Dept.3701	REVENUE	\$3,966,950.00	\$675,555.52	\$2,908,622.84	73.32%
10-3702-433100	SALES TAX PROCEEDS	\$572,250.00	\$53,773.63	\$362,344.43	63.32%
10-3702-433200	MOTOR VEHICLE CARRIER TAX	\$4,500.00	\$261.95	\$2,674.24	59.43%
10-3702-433300	MOBILE HOME TITLING TAX	\$2,000.00	\$1,125.00	\$1,350.00	67.50%
10-3702-434000	COMM OF VA LAW ENFORCEMNT	\$150,000.00	\$0.00	\$85,972.00	57.31%
10-3702-434100	STREET & HWGY MAINT.	\$1,354,716.00	\$0.00	\$632,372.44	46.68%
10-3702-434200	LITTER CONTROL	\$3,000.00	\$0.00	\$5,917.00	197.23%
10-3702-435000	BLOCK GRANT-LLEB/POLICE	\$0.00	\$2,463.00	\$2,463.00	0.00%
10-3702-435200	POLICE GRANTS-OTHER	\$34,500.00	\$4,482.58	\$51,816.96	150.19%
10-3702-435400	DRUG ENFORCEMENT & PROSEC	\$76,087.00	\$0.00	\$76,087.00	100.00%
10-3702-435425	HIDTA FED GRANT	\$19,000.00	\$0.00	\$6,298.78	33.15%
10-3702-435450	RESTITUTION-NTF BUY MONEY	\$0.00	\$2,825.42	\$9,076.01	0.00%
10-3702-435500	EMS GRANTS	\$0.00	\$4,000.00	\$29,373.99	0.00%
10-3702-435550	FIRE GRANTS	\$22,500.00	\$0.00	\$24,387.00	108.39%
10-3702-460000	OTHER STATE/FED REVENUE	\$14,500.00	\$0.00	\$14,956.73	103.15%
Total Dept.3702	REVENUE	\$2,253,053.00	\$68,931.58	\$1,305,089.58	57.93%
10-3703-470000	TRANSFER IN FROM UT-ADM COST	\$530,500.00	\$41,310.00	\$302,191.00	56.96%
10-3703-471000	TRANSFER IN FROM UT-IT COST	\$15,000.00	\$2,968.00	\$26,434.88	176.23%
Total Dept.3703	REVENUE	\$545,500.00	\$44,278.00	\$328,625.88	60.24%

Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD	% Used
10-3704-480000	FUND BALANCE ALLOCATION	\$1,160,000.00	\$0.00	\$0.00	0.00%
Total Dept. 3704	3704	\$1,160,000.00	\$0.00	\$0.00	0.00%
Total Fund	General Fund	\$8,554,503.00	\$800,888.31	\$5,075,197.93	59.33%
General Fund	Expenditures				
Department 4010	Account Description	Approp Amount	Activity this Period	Expenditure YTD	% Used
10-4010-500000	COUNCIL	\$10,500.00	\$875.00	\$7,157.24	68.16%
10-4010-500000	SALARIES AND WAGES	\$65,000.00	\$4,100.92	\$35,087.03	53.98%
10-4010-500100	TOWN ATTORNEY	\$9,000.00	\$1,000.00	\$8,000.00	88.89%
10-4010-500150	CLERK SALARY	\$1,720.00	\$143.42	\$1,159.39	67.41%
10-4010-501000	INS SOCIAL SECURITY	\$25.00	\$0.00	\$6.50	26.00%
10-4010-501250	INS WORKMENS COMPENSATION	\$2,000.00	\$809.88	\$3,065.07	153.25%
10-4010-519000	MISCELLANEOUS	\$174,500.00	\$0.00	\$122,331.59	70.10%
10-4010-525000	SPECIAL STUDIES	\$5,000.00	\$62.08	\$27,676.75	553.54%
10-4010-525150	TOWN EVENTS	\$267,745.00	\$6,991.30	\$204,483.57	76.37%
Total Dept. 4010	COUNCIL				
Department 4040	FINANCE OFFICE				
10-4040-500000	SALARIES AND WAGES	\$346,500.00	\$25,560.73	\$239,104.66	69.01%
10-4040-500050	TOWN MANAGER SALARY	\$120,000.00	\$12,038.46	\$44,252.61	36.88%
10-4040-501000	INS SOCIAL SECURITY	\$35,160.00	\$2,748.66	\$20,398.96	58.02%
10-4040-501100	INS HEALTH	\$146,136.00	\$12,547.00	\$65,532.00	44.84%
10-4040-501150	INS -LIFE	\$2,700.00	(\$17.86)	\$877.44	32.50%
10-4040-501200	INS -RETIREMENT PLAN	\$143,080.00	\$8,920.64	\$44,956.41	31.42%
10-4040-501225	VRS-VLDP	\$3,400.00	\$216.91	\$1,280.42	37.66%
10-4040-501250	INS WORKMENS COMPENSATION	\$600.00	\$0.00	\$124.44	20.74%
10-4040-501300	INS GEN LIABILITY/BLDG	\$8,835.00	\$0.00	\$6,484.82	73.40%
10-4040-501350	INS AUTO	\$300.00	\$0.00	\$148.00	49.33%
10-4040-510000	CASH OVER & SHORT	\$50.00	\$19.98	(\$30.02)	-60.04%
10-4040-510050	CONTRACT CONSULTANT	\$0.00	\$0.00	\$39,129.61	0.00%
10-4040-510100	AUDITING & LEGAL	\$10,834.00	\$0.00	\$12,750.00	117.69%
10-4040-510125	CIGARETTE STAMPS	\$5,600.00	\$0.00	\$2,532.60	45.23%
10-4040-510150	PRINTING & BINDING	\$3,000.00	\$37.97	\$2,442.53	81.42%
10-4040-510250	DUES & MEMBERSHIP	\$9,000.00	\$89.99	\$6,018.99	66.88%
10-4040-510300	ADVERTISING	\$2,500.00	\$304.25	\$3,138.26	125.53%
10-4040-510350	OFFICE SUPPLIES	\$5,000.00	\$400.64	\$1,889.13	37.78%
10-4040-510400	POSTAGE	\$9,500.00	\$0.00	\$6,391.69	67.28%
10-4040-510425	CARD PROCESSING CHGS/ACH FEES/BANK ANALYSIS	\$16,000.00	\$1,539.32	\$12,592.31	78.70%
10-4040-510450	TELEPHONE/INTERNET/COMM	\$6,000.00	\$353.76	\$2,630.69	43.84%
10-4040-510500	UNIFORMS	\$1,000.00	\$504.15	\$610.15	61.02%
10-4040-510550	TRAINING EXPENSE	\$1,000.00	\$0.00	\$645.14	64.51%

10-4040-510600	EQUIPMENT MAINTENANCE	\$6,000.00	\$457.53	\$4,767.25	79.45%
10-4040-510625	IT SERVICE/EQ	\$0.00	\$11,289.00	\$11,889.00	0.00%
10-4040-510700	VEHICLE MAINT-INSIDE	\$1,000.00	\$0.00	\$0.00	0.00%
10-4040-510750	VEHICLE MAINT-OUTSIDE	\$500.00	\$0.00	\$0.00	0.00%
10-4040-510800	MOTOR FUEL & LUBRICATION	\$1,000.00	\$0.00	\$0.00	0.00%
10-4040-510900	EQUIPMENT	\$2,500.00	\$1,181.09	\$2,516.48	100.66%
10-4040-511000	BUILDING REPAIRS/ADDITION	\$6,000.00	\$268.51	\$1,142.49	19.04%
10-4040-511050	FOUNDATIONS & FACILITIES	\$2,000.00	\$0.00	\$934.80	46.74%
10-4040-511100	SUPPLIES & MATERIALS	\$4,000.00	\$814.02	\$4,573.85	114.35%
10-4040-511150	CLEANING SUPPLIES	\$6,000.00	\$40.16	\$1,206.96	20.12%
10-4040-511200	ELECTRICITY	\$15,500.00	\$2,317.13	\$10,680.12	68.90%
10-4040-511250	WATER	\$900.00	\$31.95	\$252.31	28.03%
10-4040-511300	SEWER	\$700.00	\$35.91	\$283.25	40.46%
10-4040-511350	GARBAGE	\$550.00	\$31.91	\$255.28	46.41%
10-4040-519000	MISCELLANEOUS	\$6,000.00	\$272.51	\$4,263.87	71.06%
10-4040-525100	BUS TRANSIT	\$7,200.00	\$600.00	\$4,800.00	66.67%
Total Dept.4040	FINANCE OFFICE	\$936,045.00	\$82,604.32	\$561,466.50	59.98%
Department 4050	NON-DEPARTMENTAL				
10-4050-500250	EMPLOYEE APPRECIATION	\$3,000.00	\$0.00	\$2,564.32	85.48%
10-4050-501100	INS HEALTH	\$0.00	\$0.00	\$627.00	0.00%
10-4050-501150	INS -LIFE	\$1,000.00	\$0.00	\$670.25	67.03%
10-4050-501250	INS WORKMENS COMPENSATION	\$0.00	\$0.00	\$48,931.67	0.00%
Total Dept.4050	NON-DEPARTMENTAL	\$4,000.00	\$0.00	\$52,793.24	1319.83%
Department 4060	IT DEPARTMENT				
10-4060-500000	SALARIES AND WAGES	\$15,000.00	\$2,043.72	\$14,156.49	94.38%
10-4060-501000	INS SOCIAL SECURITY	\$1,150.00	\$140.20	\$1,033.79	89.89%
10-4060-501250	INS WORKMENS COMPENSATION	\$25.00	\$0.00	\$5.73	22.92%
10-4060-510625	IT SERVICE/MAINTENANCE	\$88,000.00	\$4,478.11	\$33,206.01	37.73%
10-4060-510825	RETIREMENT OF DEBT	\$62,827.00	\$0.00	\$0.00	0.00%
10-4060-519000	MISCELLANEOUS	\$500.00	\$0.00	\$0.00	0.00%
10-4060-550300	CONTRACT LABOR	\$18,000.00	\$1,500.00	\$12,700.00	70.56%
10-4060-580800	INTEREST EXPENSE	\$0.00	\$0.00	\$2,429.70	0.00%
Total Dept.4060	IT DEPARTMENT	\$185,502.00	\$8,162.03	\$63,531.72	34.25%
Department 4070	COMMUNITY DEVELOPMENT				
10-4070-500000	SALARIES AND WAGES	\$38,000.00	\$0.00	\$0.00	0.00%
10-4070-501000	INS SOCIAL SECURITY	\$2,750.00	\$0.00	\$0.00	0.00%
10-4070-501100	INS HEALTH	\$20,000.00	\$0.00	\$0.00	0.00%
10-4070-501150	INS LIFE	\$200.00	\$0.00	\$0.00	0.00%
10-4070-501200	INS.-RETIREMENT PLAN	\$8,500.00	\$0.00	\$0.00	0.00%
10-4070-501225	VRS-VLDP	\$600.00	\$0.00	\$0.00	0.00%
10-4070-501250	INS WORKMENS COMPENSATION	\$35.00	\$0.00	\$0.00	0.00%

10-4070-510800	FUEL	\$200.00	\$0.00	\$0.00	0.00%
10-4070-511100	SUPPLIES & MATERIALS	\$500.00	\$0.00	\$0.00	0.00%
10-4070-519000	MISCELLANEOUS	\$0.00	\$0.00	\$2,349.77	0.00%
10-4070-525150	DOWNTOWN ACTIVITY	\$0.00	\$0.00	\$0.30	0.00%
Total Dept.4070	COMMUNITY DEVELOPMENT	\$70,785.00	\$0.00	\$2,350.07	3.32%
Department 4110					
10-4110-524150	POLICE GRANTS	\$0.00	\$2,579.84	\$5,042.84	0.00%
10-4110-524200	LEEB BLOCK GRANT	\$0.00	\$0.00	\$11,312.08	0.00%
10-4110-524250	DMV	\$56,054.00	\$13,454.45	\$71,725.13	127.96%
Total Dept.4110	POLICE GRANTS	\$56,054.00	\$16,034.29	\$88,080.05	157.13%
Department 4120					
10-4120-511100	FED/STATE ASSET FOR	\$0.00	\$0.00	\$814.99	0.00%
10-4120-535320	SUPPLIES & MATERIALS	\$0.00	\$4,266.00	\$4,266.00	0.00%
Total Dept.4120	FED/STATE ASSET FOR	\$0.00	\$4,266.00	\$5,080.99	0.00%
Department 4130					
10-4130-501050	TZ CO NARCOTICS TASK FORCE	\$13,839.00	\$622.00	\$4,976.00	35.96%
10-4130-510125	INS.-FRINGE BENEFITS	\$425.00	\$35.00	\$210.00	49.41%
10-4130-510350	PROFESSIONAL SERVICES	\$2,500.00	\$201.76	\$201.76	8.07%
10-4130-510450	OFFICE SUPPLIES	\$7,100.00	\$899.80	\$5,640.90	79.45%
10-4130-510750	TELEPHONE/INTERNET/COMM	\$9,000.00	\$155.88	\$2,977.58	33.08%
10-4130-510900	VEHICLE MAINT-OUTSIDE	\$6,000.00	\$0.00	\$0.00	0.00%
10-4130-519000	EQUIPMENT	\$36,786.00	\$298.27	\$3,262.01	8.87%
10-4130-530075	MISCELLANEOUS	\$19,000.00	\$639.69	\$6,594.33	34.71%
Total Dept.4130	HIDTA GRANT PURCHASES	\$94,630.00	\$2,852.40	\$23,862.58	25.22%
Department 4140					
10-4140-500000	POLICE DEPARTMENT	\$959,000.00	\$67,503.47	\$599,377.02	62.50%
10-4140-500150	SALARIES AND WAGES	\$60,990.00	\$10,825.28	\$75,570.92	123.91%
10-4140-501000	OVERTIME	\$76,900.00	\$5,815.20	\$51,127.93	66.49%
10-4140-501100	INS SOCIAL SECURITY	\$275,000.00	\$13,893.00	\$118,212.00	42.99%
10-4140-501150	INS HEALTH	\$5,500.00	\$0.00	\$2,261.86	41.12%
10-4140-501200	INS.-LIFE	\$295,000.00	\$17,512.34	\$205,887.38	69.79%
10-4140-501225	INS.-RETIREMENT PLAN	\$1,000.00	\$57.27	\$458.16	45.82%
10-4140-501250	VRS-VLDP	\$38,000.00	\$0.00	\$16,544.08	43.54%
10-4140-501300	INS WORKMENS COMPENSATION	\$3,500.00	\$0.00	\$1,777.46	50.78%
10-4140-501350	INS GEN LIABILITY/BLDG	\$9,200.00	\$0.00	\$4,362.00	47.41%
10-4140-510150	INS AUTO	\$3,000.00	\$0.00	\$24.64	0.82%
10-4140-510250	PRINTING & BINDING	\$11,200.00	\$0.00	\$290.00	2.59%
10-4140-510350	DUES & MEMBERSHIP	\$4,500.00	\$791.03	\$2,817.17	62.60%
10-4140-510400	OFFICE SUPPLIES	\$700.00	\$15.13	\$318.97	45.57%
10-4140-510450	POSTAGE	\$16,000.00	\$932.19	\$7,876.25	49.23%
	TELEPHONE/INTERNET/COMM				

10-4140-510500	UNIFORMS	\$10,000.00	\$2,082.91	\$9,287.15	92.87%
10-4140-510550	TRAINING EXPENSE	\$17,000.00	\$1,527.85	\$9,682.86	56.96%
10-4140-510600	EQUIPMENT MAINTENANCE	\$32,000.00	\$775.65	\$26,803.50	83.76%
10-4140-510650	TWO-WAY RADIO MAINTENANCE	\$4,000.00	\$0.00	\$396.56	9.91%
10-4140-510700	VEHICLE MAINT-INSIDE	\$6,000.00	\$0.00	\$2,354.91	39.25%
10-4140-510750	VEHICLE MAINT-OUTSIDE	\$18,500.00	\$2,017.37	\$23,337.27	126.15%
10-4140-510800	MOTOR FUEL & LUBRICATION	\$60,000.00	\$1,832.73	\$46,385.89	77.31%
10-4140-510850	OFFICE FURN & FIXTURES	\$1,000.00	\$0.00	\$0.00	0.00%
10-4140-510900	EQUIPMENT	\$74,557.12	\$642.67	\$50,042.54	67.12%
10-4140-511000	BUILDING REPAIRS/ADDITION	\$5,000.00	\$98.78	\$4,211.03	84.22%
10-4140-511100	SUPPLIES & MATERIALS	\$5,442.88	\$566.42	\$3,713.22	68.22%
10-4140-511150	CLEANING SUPPLIES	\$2,000.00	\$113.71	\$953.91	47.70%
10-4140-511200	ELECTRICITY	\$33,000.00	\$5,475.36	\$24,608.19	74.57%
10-4140-511250	WATER	\$500.00	\$50.47	\$409.36	81.87%
10-4140-511300	SEWER	\$500.00	\$52.98	\$430.75	86.15%
10-4140-511350	GARBAGE	\$975.00	\$93.44	\$747.52	76.67%
10-4140-519000	MISCELLANEOUS	\$5,000.00	\$1,420.96	\$6,396.94	127.94%
10-4140-531000	INSURANCE-LAW ENFORCEMENT	\$8,000.00	\$0.00	\$4,561.00	57.01%
10-4140-531025	LINE OF DUTY PAYMENTS	\$14,800.00	(\$16.00)	\$13,280.00	89.73%
10-4140-531050	COURT COST	\$5,000.00	\$0.00	\$1,049.40	20.99%
10-4140-531100	EXTRADITION & TRAVEL	\$1,000.00	\$0.00	\$1,532.39	153.24%
10-4140-531200	TASK FORCE DONATION	\$7,000.00	\$0.00	\$7,000.00	100.00%
10-4140-531300	REGIONAL JAIL	\$300.00	\$0.00	\$0.00	0.00%
10-4140-531350	SPECIAL PROJECTS	\$15,000.00	\$72.76	\$7,474.48	49.83%
Total Dept.4140	POLICE DEPARTMENT	\$2,086,065.00	\$134,142.97	\$1,331,564.71	63.83%
Department 4150	FIRE DEPARTMENT				
10-4150-500000	SALARIES AND WAGES	\$67,000.00	\$6,702.73	\$54,648.89	81.57%
10-4150-501000	INS SOCIAL SECURITY	\$5,125.00	\$512.78	\$4,252.61	82.98%
10-4150-501250	INS WORKMENS COMPENSATION	\$3,700.00	\$0.00	\$1,526.00	41.24%
10-4150-501300	INS GEN LIABILITY/BLDG	\$2,100.00	\$0.00	\$997.46	47.50%
10-4150-501350	INS AUTO	\$5,500.00	\$0.00	\$2,576.50	46.85%
10-4150-510450	TELEPHONE/INTERNET/COMM	\$5,000.00	\$804.75	\$3,720.95	74.42%
10-4150-510500	UNIFORMS	\$1,000.00	\$0.00	\$0.00	0.00%
10-4150-510550	TRAINING EXPENSE	\$1,500.00	\$0.00	\$726.41	48.43%
10-4150-510600	EQUIPMENT MAINTENANCE	\$1,000.00	\$0.00	\$0.00	0.00%
10-4150-510650	TWO-WAY RADIO MAINTENANCE	\$1,500.00	\$0.00	\$0.00	0.00%
10-4150-510700	VEHICLE MAINT-INSIDE	\$2,000.00	\$37.29	\$4,185.20	209.26%
10-4150-510750	VEHICLE MAINT-OUTSIDE	\$6,000.00	\$0.00	\$4,381.50	73.03%
10-4150-510800	MOTOR FUEL & LUBRICATION	\$5,500.00	\$740.56	\$4,072.06	74.04%
10-4150-510825	RETIREMENT OF DEBT	\$65,000.00	\$67,365.00	\$67,365.00	103.64%
10-4150-510900	EQUIPMENT	\$8,000.00	\$9,403.18	\$11,353.18	141.91%
10-4150-510925	RADIO EQUIPMENT	\$1,500.00	\$0.00	\$0.00	0.00%
10-4150-511000	BUILDING REPAIRS/ADDITION	\$800.00	\$0.00	\$306.29	38.29%

10-4150-511100	SUPPLIES & MATERIALS	\$5,000.00	\$148.02	\$3,267.22	65.34%
10-4150-511200	ELECTRICITY	\$12,000.00	\$2,797.93	\$8,399.45	70.00%
10-4150-511250	WATER	\$1,500.00	\$137.27	\$977.76	65.18%
10-4150-511300	SEWER	\$1,300.00	\$36.72	\$407.99	31.38%
10-4150-511350	GARBAGE	\$800.00	\$48.01	\$384.08	48.01%
10-4150-519000	MISCELLANEOUS	\$1,000.00	\$49.88	\$1,250.02	125.00%
10-4150-531025	LINE OF DUTY PAYMENTS	\$11,000.00	(\$15.00)	\$12,450.00	113.18%
10-4150-531350	SPECIAL PROJECTS	\$1,500.00	\$0.00	\$3,528.91	235.26%
10-4150-532000	INSURANCE-FIRE CALLS	\$2,311.00	\$0.00	\$2,048.00	88.62%
10-4150-532025	FIRE PREV/SAFETY PRG	\$3,000.00	\$0.00	\$368.28	12.28%
10-4150-532050	REGULATORY REQUIREMENTS	\$10,000.00	\$0.00	\$5,675.80	56.76%
10-4150-580800	INTEREST EXPENSE	\$15,508.00	\$12,345.78	\$12,345.78	79.61%
Total Dept.4150	FIRE DEPARTMENT	\$247,144.00	\$101,114.90	\$211,215.34	85.46%

Department 4160					
10-4160-500000	RESCUE DEPARTMENT	\$447,000.00	\$40,332.39	\$328,766.61	73.55%
10-4160-501000	SALARIES AND WAGES	\$34,000.00	\$2,946.47	\$23,843.65	70.13%
10-4160-501100	INS SOCIAL SECURITY	\$98,000.00	\$7,972.00	\$63,776.00	65.08%
10-4160-501150	INS HEALTH	\$1,500.00	\$0.00	\$806.40	53.76%
10-4160-501200	INS.-LIFE	\$65,000.00	\$4,202.16	\$30,100.74	46.31%
10-4160-501225	VRS-VLDP	\$1,246.00	\$19.73	\$286.84	23.02%
10-4160-501250	INS WORKMENS COMPENSATION	\$21,000.00	\$0.00	\$4,864.36	23.16%
10-4160-501300	INS GEN LIABILITY/BLDG	\$1,100.00	\$0.00	\$585.96	53.27%
10-4160-501350	INS AUTO	\$3,200.00	\$0.00	\$1,783.00	55.72%
10-4160-510250	DUES/MEMBERSHIP/SUBSCRIPTIONS	\$5,200.00	\$516.15	\$6,331.37	121.76%
10-4160-510350	OFFICE SUPPLIES	\$1,000.00	\$262.50	\$683.91	68.39%
10-4160-510450	TELEPHONE/INTERNET/COMM	\$3,000.00	\$289.29	\$1,941.08	64.70%
10-4160-510500	UNIFORMS	\$3,000.00	\$599.79	\$2,419.52	80.65%
10-4160-510550	TRAINING EXPENSE	\$1,500.00	\$0.00	\$2,057.39	137.16%
10-4160-510600	EQUIPMENT MAINTENANCE	\$6,500.00	\$0.00	\$2,144.00	32.98%
10-4160-510700	VEHICLE MAINT-INSIDE	\$3,000.00	\$201.51	\$3,856.07	128.54%
10-4160-510750	VEHICLE MAINT-OUTSIDE	\$12,000.00	\$5,257.78	\$17,653.73	147.11%
10-4160-510800	MOTOR FUEL & LUBRICATION	\$20,000.00	\$680.22	\$10,849.90	54.25%
10-4160-510900	EQUIPMENT	\$2,000.00	\$597.64	\$2,234.72	111.74%
10-4160-511000	BUILDING REPAIRS/ADDITION	\$1,000.00	\$34.55	\$34.55	33.46%
10-4160-511100	SUPPLIES & MATERIALS	\$3,000.00	\$99.81	\$2,252.70	75.09%
10-4160-511150	CLEANING SUPPLIES	\$1,000.00	\$131.10	\$574.27	57.43%
10-4160-511175	MEDICAL SUPPLIES	\$17,000.00	\$1,526.22	\$11,675.86	68.68%
10-4160-511200	ELECTRICITY	\$9,000.00	\$1,503.35	\$5,135.23	57.06%
10-4160-511250	WATER	\$450.00	\$23.69	\$179.49	39.89%
10-4160-511300	SEWER	\$450.00	\$45.27	\$261.57	58.13%
10-4160-511350	GARBAGE	\$550.00	\$46.58	\$372.64	67.75%
10-4160-519000	MISCELLANEOUS	\$1,000.00	\$0.00	\$350.75	35.08%
10-4160-531025	LINE OF DUTY PAYMENTS	\$13,500.00	(\$15.00)	\$12,450.00	92.22%

10-4160-531350	SPECIAL PROJECTS	\$1,000.00	\$529.33	\$1,892.34	189.23%
10-4160-532100	BILLING SERVICES/COLLECTIONS	\$42,000.00	\$3,297.88	\$30,206.32	71.92%
10-4160-532125	BAD DEBT COLLECTION FEE	\$1,250.00	\$17.75	\$143.08	11.45%
10-4160-561000	HEATING OIL/FUEL	\$2,500.00	\$551.07	\$1,981.83	79.27%
Total Dept.4160	RESCUE DEPARTMENT	\$822,946.00	\$71,669.23	\$572,795.88	69.60%
Department 4210	STREET DEPARTMENT				
10-4210-500000	SALARIES AND WAGES	\$440,500.00	\$46,678.13	\$275,853.36	62.62%
10-4210-501000	INS SOCIAL SECURITY	\$33,500.00	\$3,382.74	\$19,765.63	59.00%
10-4210-501100	INS HEALTH	\$197,500.00	\$13,597.00	\$106,931.50	54.14%
10-4210-501150	INS -LIFE	\$2,200.00	\$0.00	\$1,216.66	55.30%
10-4210-501200	INS -RETIREMENT PLAN	\$125,000.00	\$8,237.32	\$47,706.99	38.17%
10-4210-501225	VRS-VLDP	\$2,000.00	\$139.24	\$913.56	45.68%
10-4210-501250	INS WORKMENS COMPENSATION	\$24,000.00	\$0.00	\$5,805.16	24.19%
10-4210-501300	INS GEN LIABILITY/BLDG	\$3,800.00	\$0.00	\$2,069.80	54.47%
10-4210-501350	INS AUTO	\$5,800.00	\$0.00	\$2,531.16	43.64%
10-4210-510250	DUES/MEMBERSHIP/SOFTWARE LICENSE FEES	\$500.00	\$0.00	\$168.71	33.74%
10-4210-510450	TELEPHONE/INTERNET/COMM	\$1,500.00	\$93.42	\$1,385.09	92.34%
10-4210-510500	UNIFORMS	\$5,000.00	\$212.00	\$2,405.21	48.10%
10-4210-510550	TRAINING EXPENSE	\$0.00	\$4,500.00	\$4,788.50	0.00%
10-4210-510600	EQUIPMENT MAINTENANCE	\$0.00	\$0.00	\$272.25	0.00%
10-4210-510700	VEHICLE MAINT-INSIDE	\$20,000.00	\$4,670.63	\$18,085.58	90.43%
10-4210-510750	VEHICLE MAINT-OUTSIDE	\$12,000.00	\$687.78	\$7,567.12	63.06%
10-4210-510800	MOTOR FUEL & LUBRICATION	\$30,000.00	\$3,942.23	\$21,704.96	72.35%
10-4210-510900	EQUIPMENT	\$2,787.43	\$4,372.31	\$6,196.02	222.28%
10-4210-511000	BUILDING REPAIRS/ADDITION	\$1,000.00	\$39.64	\$3,731.60	373.16%
10-4210-511100	SUPPLIES & MATERIALS	\$19,212.57	\$9,231.93	\$34,093.40	177.45%
10-4210-511200	ELECTRICITY	\$15,000.00	\$1,827.07	\$8,956.42	59.71%
10-4210-511250	WATER	\$500.00	\$40.93	\$255.52	51.10%
10-4210-511300	SEWER	\$750.00	\$85.75	\$392.89	52.39%
10-4210-511350	GARBAGE	\$300.00	\$21.37	\$170.96	56.99%
10-4210-511400	ENGINEERING	\$10,000.00	\$0.00	\$26,912.00	269.12%
10-4210-511450	LEASE PROP & RIGHT OF WAY	\$1,000.00	\$3,482.87	\$3,482.87	348.29%
10-4210-511500	TRAFFIC SAFETY	\$75,000.00	\$699.98	\$11,372.74	15.16%
10-4210-519000	MISCELLANEOUS	\$2,000.00	\$30.00	\$542.22	27.11%
10-4210-540000	STORM DRAINAGE	\$6,000.00	\$0.00	\$0.00	0.00%
10-4210-540050	ST, BRIDGES, SIDEWALK MAINT	\$125,000.00	\$12,712.90	\$116,060.95	92.85%
10-4210-540100	SNOW & ICE REMOVAL	\$25,000.00	\$16,086.91	\$47,854.25	191.42%
10-4210-550300	CONTRACT WORK	\$0.00	\$0.00	\$990.28	0.00%
10-4210-570250	HAND TOOLS & EQUIPMENT	\$3,500.00	\$1,463.98	\$6,068.53	173.39%
Total Dept.4210	STREET DEPARTMENT	\$1,190,350.00	\$136,236.13	\$786,251.89	66.05%
Department 4240	SANITATION DEPARTMENT				
10-4240-500000	SALARIES AND WAGES	\$245,500.00	\$17,239.56	\$149,702.12	60.98%

10-4240-501000	INS SOCIAL SECURITY	\$19,000.00	\$1,251.16	\$10,932.97	57.54%
10-4240-501100	INS HEALTH	\$96,000.00	\$4,080.00	\$34,366.50	35.80%
10-4240-501150	INS-LIFE	\$1,300.00	\$0.00	\$565.97	43.54%
10-4240-501200	INS-RETIREMENT PLAN	\$53,000.00	\$4,567.81	\$28,833.47	54.40%
10-4240-501225	VRS-VLDP	\$1,200.00	\$106.61	\$897.62	74.80%
10-4240-501250	INS WORKMENS COMPENSATION	\$15,539.00	\$0.00	\$5,443.25	35.03%
10-4240-501350	INS AUTO	\$2,600.00	\$0.00	\$1,803.00	69.35%
10-4240-510500	UNIFORMS	\$2,000.00	\$0.00	\$1,447.37	72.37%
10-4240-510700	VEHICLE MAINT-INSIDE	\$18,000.00	\$3,160.03	\$17,994.45	99.97%
10-4240-510750	VEHICLE MAINT-OUTSIDE	\$12,000.00	\$1,157.98	\$20,443.02	170.36%
10-4240-510800	MOTOR FUEL & LUBRICATION	\$25,000.00	\$3,165.99	\$7,593.01	30.37%
10-4240-510900	EQUIPMENT	\$0.00	\$0.00	\$963.72	0.00%
10-4240-511100	SUPPLIES & MATERIALS	\$6,500.00	\$3,463.18	\$7,915.65	121.78%
10-4240-519000	MISCELLANEOUS	\$1,500.00	\$0.00	\$484.40	32.29%
10-4240-541000	GARBAGE CONTAINERS	\$22,000.00	\$83.99	\$15,414.64	70.07%
Total Dept 4240	SANITATION DEPARTMENT	\$521,139.00	\$38,276.31	\$304,801.16	58.49%

Department 4290	RECREATION DEPARTMENT				
10-4290-500000	SALARIES AND WAGES	\$123,500.00	\$7,903.55	\$81,892.97	66.31%
10-4290-501000	INS SOCIAL SECURITY	\$9,500.00	\$599.96	\$6,203.93	65.30%
10-4290-501100	INS HEALTH	\$20,328.00	\$627.00	\$9,284.00	45.67%
10-4290-501150	INS-LIFE	\$250.00	\$0.00	\$127.84	51.14%
10-4290-501200	INS-RETIREMENT PLAN	\$9,423.00	\$992.00	\$6,374.20	67.65%
10-4290-501225	VRS-VLDP	\$0.00	\$34.00	\$136.00	0.00%
10-4290-501250	INS WORKMENS COMPENSATION	\$3,000.00	\$0.00	\$859.71	28.66%
10-4290-501300	INS GEN LIABILITY/BLDG	\$3,600.00	\$0.00	\$2,257.32	62.70%
10-4290-501350	INS AUTO	\$350.00	\$0.00	\$185.50	53.00%
10-4290-510000	CASH OVER & SHORT	\$0.00	\$0.00	\$10.00	0.00%
10-4290-510350	OFFICE SUPPLIES	\$150.00	\$0.00	\$66.45	44.30%
10-4290-510450	TELEPHONE/INTERNET/COMM	\$2,290.00	\$683.76	\$1,604.70	70.07%
10-4290-510550	TRAINING EXPENSE	\$0.00	\$800.50	\$800.50	0.00%
10-4290-510700	VEHICLE MAINT-INSIDE	\$0.00	\$0.00	\$0.70	0.00%
10-4290-510800	MOTOR FUEL & LUBRICATION	\$0.00	\$0.00	\$60.12	0.00%
10-4290-510900	EQUIPMENT	\$1,000.00	\$0.00	\$819.90	81.99%
10-4290-511100	BUILDING REPAIRS/ADDITION	\$2,500.00	\$1,199.26	\$1,976.63	79.07%
10-4290-511200	SUPPLIES & MATERIALS	\$10,000.00	\$78.42	\$6,175.34	61.75%
10-4290-511250	ELECTRICITY	\$37,000.00	\$6,438.31	\$24,108.43	65.16%
10-4290-511300	WATER	\$3,600.00	\$74.07	\$2,993.53	83.15%
10-4290-511350	SEWER	\$2,500.00	\$133.69	\$3,718.93	148.76%
10-4290-511900	GARBAGE	\$2,100.00	\$157.55	\$1,497.55	71.31%
10-4290-513000	MISCELLANEOUS	\$1,000.00	\$3,911.12	\$4,619.88	461.99%
10-4290-550025	VOLLEYBALL EXPENSES	\$750.00	\$0.00	\$3,611.09	481.48%
10-4290-550050	SWIMMING POOL SUPPLIES	\$3,200.00	\$0.00	\$3,464.35	108.26%
10-4290-550100	WM'S PARK MAINTENANCE	\$14,500.00	\$170.05	\$325.55	2.25%

10-4290-550200	CONCESSION STAND EXP	\$10,000.00	\$3,282.00	\$7,960.32	79.60%
10-4290-550250	SALES TAX-CONCESSION STAN	\$0.00	(\$2.90)	(\$8.38)	0.00%
Total Dept.4290	RECREATION DEPARTMENT	\$260,541.00	\$27,082.34	\$171,127.06	65.68%
Department 4300	COMMUNITY & CIVIC FACILITIES				
10-4300-511000	BUILDING REPAIRS/ADDITION	\$0.00	\$0.00	\$51,333.33	0.00%
10-4300-525155	LIBRARY	\$725.00	\$0.00	\$462.50	63.79%
10-4300-525160	COAL MINERS MEM	\$500.00	\$0.00	\$1,149.11	229.82%
10-4300-525170	Chamber/CART Bldg.	\$2,500.00	\$249.43	\$1,939.21	77.57%
10-4300-525175	FARMERS MARKET	\$750.00	\$0.00	\$418.84	55.85%
10-4300-525180	GREENWAY	\$0.00	\$12.80	\$97.05	0.00%
10-4300-525300	VET/CENT/HIST	\$500.00	\$0.00	\$0.00	0.00%
10-4300-525325	SECTION HOUSE	\$5,000.00	\$586.69	\$3,675.04	73.50%
10-4300-525350	TEEN CENTER	\$1,600.00	\$0.00	\$4,435.84	277.24%
Total Dept.4300	COMMUNITY & CIVIC FACILITIES	\$11,575.00	\$848.92	\$63,510.92	548.69%
Department 4470	DONATIONS				
10-4470-525250	DONATIONS	\$10,200.00	\$0.00	\$10,000.00	98.04%
Total Dept.4470	DONATIONS	\$10,200.00	\$0.00	\$10,000.00	98.04%
Department 5414	CAPITAL-POLICE				
10-5414-640000	VEHICLES, BOATS, ETC.	\$0.00	\$0.00	\$175,271.20	0.00%
Total Dept.5414	CAPITAL-POLICE	\$0.00	\$0.00	\$175,271.20	0.00%
Department 5416	CAPITAL-RESCUE				
10-5416-630000	MACHINERY AND EQUIPMENT	\$14,000.00	\$0.00	\$0.00	0.00%
10-5416-640000	VEHICLES, BOATS, ETC.	\$0.00	\$0.00	\$15,373.99	0.00%
Total Dept.5416	CAPITAL-RESCUE	\$14,000.00	\$0.00	\$15,373.99	109.81%
Department 5421	CAPITAL-STREET				
10-5421-630000	MACHINERY AND EQUIPMENT	\$0.00	\$44,938.00	\$44,938.00	0.00%
10-5421-640000	VEHICLES, BOATS, ETC.	\$0.00	\$92,500.00	\$92,500.00	0.00%
10-5421-650000	INFRASTRUCTURE, DEPR.	\$1,000,000.00	\$0.00	\$5,874.00	0.59%
Total Dept.5421	CAPITAL-STREET	\$1,000,000.00	\$137,438.00	\$143,312.00	14.33%
Department 5424	CAPITAL-SANITATION				
10-5424-640000	VEHICLES, BOATS, ETC.	\$0.00	\$0.00	\$55,200.00	0.00%
Total Dept.5424	CAPITAL-SANITATION	\$0.00	\$0.00	\$55,200.00	0.00%
Department 5430	CAPITAL-COMM & CIVIC FACILITIES				
10-5430-650000	INFRASTRUCTURE, DEPR.	\$0.00	\$11,411.79	\$23,030.21	0.00%
Total Dept.5430	CAPITAL-COMM & CIVIC FACILITIES	\$0.00	\$11,411.79	\$23,030.21	0.00%
Total Fund	General Fund	\$7,778,721.00	\$779,130.93	\$4,865,103.08	62.54%

Fund Balance \$5,975,589.41
 Total Revenues \$800,888.31
 Less Total Expenditures \$779,130.93
Net Income \$21,757.38
 New Fund Balance \$6,185,684.26

Water Fund

Revenues

Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	% Received
20-3701-413300	INTEREST INCOME	\$1,000.00	\$723.74	\$1,348.85	134.89%
20-3701-420050	WATER COLLECTIONS	\$950,000.00	\$66,442.24	\$526,939.41	55.47%
20-3701-420200	PENALTIES	\$13,500.00	\$1,096.19	\$8,093.76	59.95%
20-3701-420250	SERVICE CHARGES	\$4,000.00	\$302.50	\$2,196.42	54.91%
20-3701-420300	WATER TAPS	\$0.00	\$1,100.00	\$3,300.00	0.00%
Total Dept.3701	REVENUE	\$968,500.00	\$69,664.67	\$541,878.44	55.95%

20-3702-413310	INTEREST INCOME-WAT DEBT	\$1,200.00	\$109.75	\$923.02	76.92%
20-3702-440000	CEDAR BLUFF WATER COLL	\$72,491.00	\$7,118.00	\$56,944.00	78.55%
20-3702-440100	TAZ, PSA WATER COLL	\$525,061.00	\$43,755.50	\$306,288.50	58.33%
20-3702-440200	CEDAR BLUFF-Wat Debt	\$1,000.00	\$83.00	\$664.00	66.40%
20-3702-440300	TZ CO PSA-KENTIS RIDGE	\$63,258.00	\$216.50	\$1,515.50	2.40%
Total Dept.3702	REVENUE	\$663,010.00	\$51,282.75	\$366,335.02	55.25%

Total Fund Water Fund \$1,631,510.00 \$120,947.42 \$908,213.46 55.67%

Water Fund Expenditures

Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD	% Used
Department 4340	WATER TREATMENT PLANT				
20-4340-500000	SALARIES AND WAGES	\$349,500.00	\$29,831.74	\$238,642.62	68.28%
20-4340-501000	INS SOCIAL SECURITY	\$26,300.00	\$2,181.81	\$17,416.55	66.22%
20-4340-501100	INS HEALTH	\$95,000.00	\$8,288.00	\$66,304.00	69.79%
20-4340-501150	INS -LIFE	\$1,600.00	\$5.95	\$1,015.53	63.47%
20-4340-501200	INS.-RETIREMENT PLAN	\$70,137.00	\$6,781.92	\$41,237.82	58.80%
20-4340-501225	VRS-VLDP	\$1,500.00	\$114.54	\$916.32	61.09%
20-4340-501250	INS WORKMENS COMPENSATION	\$11,200.00	\$0.00	\$4,184.98	37.37%
20-4340-501300	INS GEN LIABILITY/BLDG	\$7,250.00	\$0.00	\$4,333.34	59.77%
20-4340-501350	INS AUTO	\$500.00	\$0.00	\$265.34	53.07%
20-4340-510050	CONTRACT CONSULTANT	\$0.00	\$0.00	\$22,779.61	0.00%
20-4340-510100	AUDITING & LEGAL	\$10,833.00	\$0.00	\$12,750.00	117.70%
20-4340-510150	PRINTING & BINDING	\$0.00	\$133.98	\$2,346.15	0.00%
20-4340-510250	DUES & MERBERSHIP	\$2,700.00	\$0.00	\$1,529.00	56.63%
20-4340-510400	POSTAGE	\$7,650.00	\$529.55	\$3,870.88	50.60%

20-4340-510450	TELEPHONE/INTERNET/COMM	\$2,000.00	\$198.21	\$1,639.02	81.95%
20-4340-510500	UNIFORMS	\$500.00	\$0.00	\$341.43	68.29%
20-4340-510550	TRAINING EXPENSE	\$2,500.00	\$0.00	\$0.00	0.00%
20-4340-510600	EQUIPMENT MAINTENANCE	\$5,000.00	\$0.00	\$4,430.48	88.61%
20-4340-510625	IT SERVICE/EQ	\$2,500.00	\$1,615.25	\$2,341.91	93.66%
20-4340-510700	VEHICLE MAINT-INSIDE	\$250.00	\$0.00	\$71.95	28.78%
20-4340-510750	VEHICLE MAINT-OUTSIDE	\$250.00	\$0.70	\$37.50	15.00%
20-4340-510800	MOTOR FUEL & LUBRICATION	\$4,000.00	\$153.87	\$1,446.39	36.16%
20-4340-510900	EQUIPMENT	\$2,000.00	\$1,249.99	\$1,249.99	62.50%
20-4340-511000	BUILDING REPAIRS/ADDITION	\$4,000.00	\$60.00	\$1,317.22	32.93%
20-4340-511050	GROUPS & FACILITIES	\$350.00	\$0.00	\$0.00	0.00%
20-4340-511100	SUPPLIES & MATERIALS	\$8,000.00	\$516.64	\$2,991.03	37.39%
20-4340-511200	ELECTRICITY	\$135,000.00	\$16,996.25	\$85,320.11	63.20%
20-4340-511250	WATER	\$2,200.00	\$186.55	\$1,395.36	63.43%
20-4340-511300	SEWER	\$70,000.00	\$6,238.68	\$40,969.17	58.53%
20-4340-511350	GARBAGE	\$200.00	\$15.81	\$126.48	63.24%
20-4340-511400	ENGINEERING	\$1,200.00	\$0.00	\$0.00	0.00%
20-4340-519000	MISCELLANEOUS	\$1,200.00	\$0.00	\$1,242.94	103.58%
20-4340-560000	CHEMICALS-TREATMENT	\$136,000.00	\$11,884.99	\$78,161.26	57.47%
20-4340-560050	INSTRUMENT CALIBRATION	\$1,200.00	\$0.00	\$1,368.01	114.00%
20-4340-560100	HEALTH DEPT ASSESSMENT	\$7,830.00	\$0.00	\$7,830.00	100.00%
20-4340-560150	WATER QUALITY TESTING	\$16,000.00	\$0.00	\$3,120.40	19.50%
20-4340-562000	PLANT PARTS	\$2,653.00	\$0.00	\$0.00	0.00%
20-4340-562050	CHEMICALS / SUPPLIES-LAB	\$8,000.00	\$0.00	\$2,983.58	37.29%
20-4340-595100	TRANSFER OUT-ADM EXPENSE (GF)	\$139,548.00	\$13,889.00	\$102,015.00	73.10%
20-4340-595200	TRANSFER OUT-IT EXPENSE (GF)	\$17,200.00	\$742.00	\$6,608.72	38.42%
Total Dept.4340	WATER TREATMENT PLANT	\$1,153,751.00	\$101,615.43	\$764,600.09	66.27%
Department 4350	WATER DEBT BOND				
20-4350-521250	TOWN BD-KENTS RIDGE	\$17,104.00	\$0.00	\$0.00	0.00%
20-4350-521300	CEDAR BLUFF BD-Wat Debt	\$1,000.00	\$0.00	\$0.00	0.00%
20-4350-521350	TZ CO PSA BD-KENTS RIDGE	\$63,258.00	\$0.00	\$0.00	0.00%
20-4350-521375	BIRM WATER DEBT	\$5,833.00	\$0.00	\$0.00	0.00%
Total Dept.4350	WATER DEBT BOND	\$87,195.00	\$0.00	\$0.00	0.00%
Department 5434	CAPITAL-WTP				
20-5434-630000	MACHINERY AND EQUIPMENT	\$7,347.00	\$7,347.00	\$13,011.00	177.09%
20-5434-660000	BUILDING & BLDG. IMPROVEMENTS	\$0.00	\$0.00	\$23,000.00	0.00%
Total Dept.5434	CAPITAL-WTP	\$7,347.00	\$7,347.00	\$36,011.00	490.15%
Total Fund	Water Fund	\$1,248,293.00	\$108,962.43	\$800,611.09	64.14%
	Fund Balance			\$6,474,901.73	
	Total Revenues		\$120,947.42	\$908,213.46	

Less Total Expenditures \$108,962.43
 Net Income \$11,984.99
 New Fund Balance \$6,582,504.10

Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	% Received
30-3701-413300	INTEREST INCOME	\$600.00	\$677.74	\$1,035.48	172.58%
30-3701-413800	WWTP-LAB TEST/SEPTIC TRET	\$10,000.00	\$0.00	\$15.00	0.15%
30-3701-420100	SEWER COLLECTIONS	\$1,388,750.00	\$122,080.15	\$753,485.07	54.26%
30-3701-420200	PENALTIES	\$13,707.00	\$2,187.20	\$10,851.62	79.17%
30-3701-420250	SERVICE CHARGES	\$4,000.00	\$202.50	\$1,500.00	37.50%
30-3701-430000	MISCELLANEOUS REVENUE	\$0.00	\$0.00	\$78.00	0.00%
Total Dept.3701	REVENUE	\$1,417,057.00	\$125,127.59	\$766,965.17	54.12%

30-3702-413320	INTEREST INCOME-VRA	\$350.00	\$359.47	\$3,015.51	861.57%
30-3702-440400	CEDAR BLUFF SEWER COLL	\$85,415.00	\$5,958.00	\$47,664.00	55.80%
30-3702-440500	TZ CO PSA SEWER COLL	\$252,929.00	\$21,077.00	\$147,539.00	58.33%
Total Dept.3702	REVENUE	\$338,694.00	\$27,394.47	\$198,218.51	58.52%

Total Fund Sewer Fund **\$1,755,751.00** **\$152,522.06** **\$965,183.68** **54.97%**

Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD	% Used
WASTEWATER TREATMENT PLANT					
30-4380-500000	SALARIES AND WAGES	\$360,000.00	\$32,735.71	\$249,567.62	69.32%
30-4380-501000	INS SOCIAL SECURITY	\$28,000.00	\$2,385.24	\$18,398.29	65.71%
30-4380-501100	INS HEALTH	\$119,660.00	\$8,896.00	\$68,951.00	57.62%
30-4380-501150	INS-LIFE	\$2,000.00	\$5.96	\$1,057.95	52.90%
30-4380-501200	INS-RETIREMENT PLAN	\$80,000.00	\$7,192.45	\$44,862.10	56.08%
30-4380-501225	VRS-VLDP	\$1,662.00	\$95.63	\$744.39	44.79%
30-4380-501250	INS WORKMENS COMPENSATION	\$4,500.00	\$0.00	\$1,865.96	41.47%
30-4380-501300	INS GEN LIABILITY/BLDG	\$15,600.00	\$0.00	\$8,281.84	53.09%
30-4380-501350	INS AUTO	\$1,350.00	\$0.00	\$716.84	53.10%
30-4380-510050	CONTRACT CONSULTANT	\$0.00	\$0.00	\$22,779.57	0.00%
30-4380-510100	AUDITING & LEGAL	\$10,833.00	\$0.00	\$12,750.00	117.70%
30-4380-510150	PRINTING & BINDING	\$2,000.00	\$133.98	\$2,346.15	117.31%
30-4380-510250	DUES & MERBERSHIP	\$2,000.00	\$400.00	\$600.00	30.00%
30-4380-510350	OFFICE SUPPLIES	\$200.00	\$0.00	\$0.00	0.00%
30-4380-510400	POSTAGE	\$7,000.00	\$529.56	\$3,759.77	53.71%
30-4380-510450	TELEPHONE/INTERNET/COMM	\$2,400.00	\$465.26	\$1,876.01	78.17%
30-4380-510500	UNIFORMS	\$2,000.00	\$0.00	\$1,381.67	69.08%
30-4380-510550	TRAINING EXPENSE	\$2,000.00	\$775.00	\$1,170.62	58.53%

30-4380-510600	EQUIPMENT MAINTENANCE	\$25,000.00	\$6,589.35	\$14,387.02	57.55%
30-4380-510625	IT SERVICE/FEQ	\$0.00	\$1,615.25	\$2,341.92	0.00%
30-4380-510700	VEHICLE MAINT-INSIDE	\$3,000.00	\$0.00	\$2,213.42	73.78%
30-4380-510750	VEHICLE MAINT-OUTSIDE	\$1,000.00	\$55.68	\$61.68	6.17%
30-4380-510800	MOTOR FUEL & LUBRICATION	\$11,000.00	\$306.61	\$2,316.42	21.06%
30-4380-510850	OFFICE FURN & FIXTURES	\$500.00	\$0.00	\$0.00	0.00%
30-4380-510900	EQUIPMENT	\$5,000.00	\$0.00	\$0.00	0.00%
30-4380-511000	BUILDING REPAIRS/ADDITION	\$5,000.00	\$0.00	\$666.34	13.33%
30-4380-511050	GROUNDS & FACILITIES	\$1,000.00	\$0.00	\$0.00	0.00%
30-4380-511100	SUPPLIES & MATERIALS	\$12,000.00	\$1,852.61	\$13,290.49	110.75%
30-4380-511150	CLEANING SUPPLIES	\$1,200.00	\$0.00	\$0.00	0.00%
30-4380-511200	ELECTRICITY	\$172,000.00	\$21,180.57	\$107,461.59	62.48%
30-4380-511250	WATER	\$6,000.00	\$301.26	\$2,724.86	45.41%
30-4380-511300	SEWER	\$6,000.00	\$371.35	\$3,358.29	55.97%
30-4380-511350	GARBAGE	\$800.00	\$64.11	\$512.88	64.11%
30-4380-511400	ENGINEERING	\$1,000.00	\$0.00	\$0.00	0.00%
30-4380-519000	MISCELLANEOUS	\$2,000.00	\$0.00	\$2,494.47	124.72%
30-4380-561000	HEATING OIL/FUEL	\$42,000.00	\$4,090.67	\$28,676.02	68.28%
30-4380-561100	PERMIT FEES	\$13,500.00	\$0.00	\$10,256.95	75.98%
30-4380-561150	WATER-LIFT STATION	\$1,200.00	\$42.79	\$299.53	24.96%
30-4380-561200	ELECTRICITY-LIFT STATION	\$15,000.00	\$2,239.07	\$2,239.07	14.93%
30-4380-561250	OUTSIDE LAB TESTING	\$8,000.00	\$428.30	\$3,809.10	47.61%
30-4380-561300	PLANT METERING & INSTRU.	\$4,000.00	\$0.00	\$1,732.50	43.31%
30-4380-561350	OUTSIDE SLUDGE HAULING	\$22,000.00	\$767.20	\$11,286.92	51.30%
30-4380-562000	PLANT PARTS	\$30,000.00	\$784.77	\$14,264.00	47.55%
30-4380-562050	CHEMICALS / SUPPLIES-LAB	\$38,000.00	\$2,634.95	\$14,699.19	38.68%
30-4380-595100	TRANSFER OUT-ADM EXPENSE (GF)	\$128,500.00	\$13,176.00	\$96,851.00	75.37%
30-4380-595200	TRANSFER OUT-IT EXPENSE (GF)	\$17,000.00	\$742.00	\$6,608.72	38.87%
Total Dept.4380	WASTEWATER TREATMENT PLANT	\$1,212,905.00	\$110,857.33	\$783,662.16	64.61%
Department 4390	WASTEWATER PLANT DEBT RET				
30-4390-521600	BIRMINGHAM WAT/SEW DEBT	\$44,844.00	\$0.00	\$0.00	0.00%
Total Dept.4390	WASTEWATER PLANT DEBT RET	\$44,844.00	\$0.00	\$0.00	0.00%
Department 5438	CAPITAL-WWTP				
30-5438-630000	MACHINERY AND EQUIPMENT	\$0.00	\$0.00	\$6,124.50	0.00%
Total Dept.5438	CAPITAL-WWTP	\$0.00	\$0.00	\$6,124.50	0.00%
Total Fund	Sewer Fund	\$1,257,749.00	\$110,857.33	\$789,786.66	62.79%
	Fund Balance			\$6,604,131.99	
	Total Revenues		\$152,522.06	\$965,183.68	
	Less Total Expenditures		\$110,857.33	\$789,786.66	
	Net Income		\$41,664.73	\$175,397.02	

New Fund Balance \$6,779,529.01

Water/Sewer Line Maintenance Fund

Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	% Received
40-3701-430000	MISCELLANEOUS REVENUE	\$0.00	\$50.00	\$874.31	0.00%
Total Dept 3701	REVENUE	\$0.00	\$50.00	\$874.31	0.00%

Total Fund	Water/Sewer Line Maintenance Fund	\$0.00	\$50.00	\$874.31	0.00%
------------	-----------------------------------	--------	---------	----------	-------

Water/Sewer Line Maintenance Fund

Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD	% Used
Department 4360	WATER/SEWER LINE MAINT	\$189,500.00	\$13,854.02	\$120,300.63	63.48%
40-4360-500000	SALARIES AND WAGES	\$14,000.00	\$1,012.28	\$8,847.14	63.19%
40-4360-501000	INS SOCIAL SECURITY	\$55,500.00	\$4,690.00	\$36,466.00	65.70%
40-4360-501100	INS HEALTH	\$1,157.00	\$0.00	\$529.95	45.80%
40-4360-501150	INS- LIFE	\$39,000.00	\$3,669.52	\$22,644.83	58.06%
40-4360-501200	INS- RETIREMENT PLAN	\$0.00	\$25.80	\$206.40	0.00%
40-4360-501225	VRS-VLDP	\$6,000.00	\$0.00	\$2,302.63	38.38%
40-4360-501250	INS WORKMENS COMPENSATION	\$1,700.00	\$0.00	\$770.64	45.33%
40-4360-501300	INS GEN LIABILITY/BLDG	\$2,100.00	\$0.00	\$1,046.66	49.84%
40-4360-501350	INS AUTO	\$700.00	\$17.15	\$360.05	51.44%
40-4360-510450	TELEPHONE/INTERNET/COMM	\$1,500.00	\$106.00	\$545.10	36.34%
40-4360-510550	UNIFORMS	\$0.00	\$310.00	\$473.50	0.00%
40-4360-510550	TRAINING EXPENSE	\$0.00	\$1,615.25	\$1,615.25	0.00%
40-4360-510625	IT SERVICE/MAINTENANCE	\$12,000.00	\$208.87	\$4,821.08	40.18%
40-4360-510700	VEHICLE MAINT-INSIDE	\$8,000.00	\$1,311.50	\$1,311.50	16.39%
40-4360-510750	VEHICLE MAINT-OUTSIDE	\$10,000.00	\$474.49	\$5,645.27	56.45%
40-4360-510800	MOTOR FUEL & LUBRICATION	\$4,500.00	\$201.93	\$201.93	4.49%
40-4360-510900	EQUIPMENT	\$500.00	\$0.00	\$0.00	0.00%
40-4360-511000	BUILDING REPAIRS/ADDITON	\$8,000.00	\$1,213.42	\$5,577.38	69.72%
40-4360-511100	SUPPLIES & MATERIALS	\$4,000.00	\$848.32	\$2,785.87	69.65%
40-4360-511200	ELECTRICITY	\$100.00	\$3.89	\$48.27	48.27%
40-4360-511250	WATER	\$150.00	\$10.60	\$75.52	50.35%
40-4360-511300	SEWER	\$225.00	\$21.37	\$170.96	75.98%
40-4360-511350	GARBAGE	\$0.00	\$0.00	\$212.00	0.00%
40-4360-511400	ENGINEERING	\$13,000.00	\$0.00	\$13,144.63	101.11%
40-4360-511450	LEASE PROP & RIGHT OF WAY	\$50,000.00	\$716.67	\$9,587.12	19.17%
40-4360-511550	METERS & RELATED EQ	\$200.00	\$0.00	\$4.60	2.30%
40-4360-511600	MISS UTILITY SERVICE FEES	\$1,500.00	\$575.34	\$1,143.28	76.22%
40-4360-519000	MISCELLANEOUS	\$4,000.00	\$886.00	\$2,258.25	56.45%
40-4360-560000	CHEMICALS-TREATMENT	\$2,500.00	\$0.00	\$0.00	0.00%
40-4360-563000	NEW MANHOLES & SEWER LINE				

40-4360-563050	CORR OF I/I SEWER LINE	\$5,000.00	\$0.00	\$0.00	0.00%
40-4360-563100	NEW MAINS, LINES & VALVES	\$2,500.00	\$0.00	\$862.11	34.48%
40-4360-563125	MAINS, LINES & VALVE MAINT	\$12,000.00	\$847.66	\$847.66	7.06%
40-4360-563150	GRAVEL/STONE	\$6,000.00	\$0.00	\$2,183.00	36.38%
40-4360-563175	FIRE HYD/LINES	\$1,000.00	\$0.00	\$0.00	0.00%
40-4360-563225	BIRMINGHAM LIFT STATION	\$500.00	\$79.50	\$291.43	58.29%
40-4360-570200	HAND TOOLS & EQUIPMENT	\$3,000.00	\$32.95	\$1,529.55	50.99%
40-4360-595200	TRANSFER OUT-IT EXPENSE (GF)	\$16,874.00	\$742.00	\$6,608.72	39.17%
Total Dept.4360	WATER/SEWER LINE MAINT	\$476,706.00	\$33,474.53	\$255,418.91	53.58%
Total Fund	Water/Sewer Line Maintenance Fund	\$476,706.00	\$33,474.53	\$255,418.91	53.58%

Fund Balance					
Total Revenues	\$50.00	\$874.31			
Less Total Expenditures	\$33,474.53	\$255,418.91			
Net Income	(\$33,424.53)	(\$254,544.60)			
New Fund Balance		(\$2,844,955.87)			

Electric Fund Revenues	Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	% Received
	50-3701-412100	UTILITY POLE PERMITS	\$14,000.00	\$125.00	\$14,765.00	105.46%
	50-3701-413300	INTEREST INCOME	\$3,000.00	\$3,947.03	\$13,554.81	451.83%
	50-3701-413700	CONTRACT WORK-ELECTRIC	\$10,000.00	\$0.00	\$2,582.90	25.83%
	50-3701-419900	SALE OF SALVAGE & SURPLUS	\$0.00	\$221.00	\$221.00	0.00%
	50-3701-420000	ELECTRICAL COLLECTIONS	\$6,700,000.00	\$738,795.43	\$4,461,889.49	66.60%
	50-3701-420200	PENALTIES	\$80,000.00	\$11,955.44	\$62,530.64	78.16%
	50-3701-420250	SERVICE CHARGES	\$7,000.00	\$405.00	\$3,220.00	46.00%
	50-3701-420600	POWER COST ADJUSTMENT	\$520,574.00	\$0.00	\$80.73	0.02%
	50-3701-430000	MISCELLANEOUS REVENUE	\$0.00	\$0.00	\$248.59	0.00%
Total Dept.3701		REVENUE	\$7,334,574.00	\$755,448.90	\$4,559,093.16	62.16%
Total Fund		Electric Fund	\$7,334,574.00	\$755,448.90	\$4,559,093.16	62.16%

Electric Fund Expenditures	Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD	% Used
	Department 4400	ELECTRICAL DEPARTMENT				
	50-4400-500000	SALARIES AND WAGES	\$336,200.00	\$22,407.99	\$163,043.29	48.50%
	50-4400-501000	INS SOCIAL SECURITY	\$26,628.00	\$1,607.99	\$11,648.99	43.75%
	50-4400-501100	INS HEALTH	\$61,588.00	\$5,522.00	\$44,176.00	71.73%
	50-4400-501150	INS.-LIFE	\$1,400.00	\$5.95	\$702.91	50.21%
	50-4400-501200	INS.-RETIREMENT PLAN	\$60,000.00	\$5,003.01	\$30,803.73	51.34%
	50-4400-501225	VRS-VLDP	\$1,000.00	\$52.71	\$421.68	42.17%

50-4400-501250	INS WORKMENS COMPENSATION	\$4,050.00	\$0.00	\$958.36	23.66%
50-4400-501300	INS GEN LIABILITY/BLDG	\$5,506.00	\$0.00	\$3,751.36	68.13%
50-4400-501350	INS AUTO	\$4,707.00	\$0.00	\$2,643.50	56.16%
50-4400-510050	CONTRACT CONSULTANT	\$0.00	\$0.00	\$22,779.61	0.00%
50-4400-510100	AUDITING & LEGAL	\$10,000.00	\$431.66	\$15,252.21	152.52%
50-4400-510150	PRINTING & BINDING	\$2,000.00	\$133.98	\$2,346.17	117.31%
50-4400-510250	DUES & MEMBERSHIP	\$18,000.00	\$0.00	\$9,590.42	53.28%
50-4400-510350	OFFICE SUPPLIES	\$500.00	\$0.00	\$90.77	18.15%
50-4400-510400	POSTAGE	\$8,500.00	\$529.56	\$3,988.29	46.92%
50-4400-510450	TELEPHONE/INTERNET/COMM	\$2,488.00	\$30.08	\$790.67	31.78%
50-4400-510500	UNIFORMS	\$7,500.00	\$0.00	\$2,677.66	35.70%
50-4400-510550	TRAINING EXPENSE	\$2,000.00	\$0.00	\$1,334.45	66.72%
50-4400-510600	EQUIPMENT MAINTENANCE	\$3,000.00	\$0.00	\$7,200.48	240.02%
50-4400-510625	IT SERVICE/EQ	\$0.00	\$0.00	\$2,341.92	0.00%
50-4400-510700	VEHICLE MAINT-INSIDE	\$8,000.00	\$1,615.25	\$146.39	56.94%
50-4400-510750	VEHICLE MAINT-OUTSIDE	\$11,000.00	\$146.39	\$4,555.22	4.96%
50-4400-510800	MOTOR FUEL & LUBRICATION	\$15,000.00	\$1.90	\$545.87	59.23%
50-4400-510900	EQUIPMENT	\$4,500.00	\$0.00	\$8,884.88	0.00%
50-4400-511000	BUILDING REPAIRS/ADDITION	\$500.00	\$28.44	\$159.52	31.90%
50-4400-511100	SUPPLIES & MATERIALS	\$12,000.00	\$1,617.42	\$10,277.79	85.65%
50-4400-511150	CLEANING SUPPLIES	\$500.00	\$0.00	\$0.00	0.00%
50-4400-511200	ELECTRICITY	\$18,000.00	\$2,133.92	\$6,676.24	37.09%
50-4400-511250	WATER	\$300.00	\$12.25	\$55.24	18.41%
50-4400-511300	SEWER	\$300.00	\$15.90	\$68.15	22.72%
50-4400-511350	GARBAGE	\$300.00	\$21.37	\$170.96	56.99%
50-4400-511400	ENGINEERING	\$71,421.00	\$6,586.55	\$25,825.52	36.16%
50-4400-511450	LEASE PROP & RIGHT OF WAY	\$9,000.00	\$0.00	\$8,318.92	92.43%
50-4400-511500	TRAFFIC SAFETY	\$500.00	\$0.00	\$0.00	0.00%
50-4400-511550	METERS & RELATED EQ	\$15,000.00	\$0.00	\$1,772.00	11.81%
50-4400-511600	MISS UTILITY SERVICE FEES	\$300.00	\$7.28	\$49.56	16.52%
50-4400-519000	MISCELLANEOUS	\$5,000.00	\$3.06	\$132,414.56	2648.29%
50-4400-570000	POWER PURCHASED	\$6,149,512.00	\$681,467.67	\$4,017,946.30	65.34%
50-4400-570100	TRANSFORMERS & EQUIP	\$15,000.00	\$0.00	\$72.95	0.49%
50-4400-570150	SAFETY EQ & SUPPLIES	\$2,000.00	\$0.00	\$0.00	0.00%
50-4400-570200	HAND TOOLS & EQUIPMENT	\$3,000.00	\$398.03	\$1,413.32	47.11%
50-4400-570250	STREET LIGHTING	\$10,000.00	\$0.00	\$3,392.40	33.92%
50-4400-570300	UTILITY POLES	\$5,000.00	\$0.00	\$8,925.00	178.50%
50-4400-570350	LOW VOLTAGE DISTRIBUTION	\$15,000.00	\$0.00	\$4,629.74	30.86%
50-4400-570400	HIGH VOLTAGE DISTRIBUTION	\$20,000.00	\$0.00	\$3,436.60	17.18%
50-4400-570450	SUBSTATION EQ.	\$5,000.00	\$0.00	\$0.00	0.00%
50-4400-570500	SUBSTATION MAINTENANCE	\$10,000.00	\$0.00	\$1,625.00	16.25%
50-4400-570550	FIBER OPTIC EQUIP/SUPPLY	\$12,000.00	\$0.00	\$0.00	0.00%
50-4400-570600	GLOVE/BLANKET TESTING	\$1,000.00	\$0.00	\$519.99	52.00%
50-4400-570625	GENERATOR O&M	\$16,000.00	\$3,552.12	\$8,246.48	51.54%

50-4400-570650	VEHICLE TESTING-OUTSIDE	\$2,500.00	\$0.00	\$0.00	0.00%
50-4400-595100	TRANSFER OUT-ADM EXPENSE (GF)	\$325,000.00	\$14,245.00	\$103,325.00	31.79%
50-4400-595200	TRANSFER OUT-IT EXPENSE (GF)	\$16,874.00	\$742.00	\$6,608.72	39.17%
Total Dept.4400	ELECTRICAL DEPARTMENT	\$7,334,574.00	\$749,386.12	\$4,686,458.40	63.90%
Department 5440	CAPITAL-ELECTRIC				
50-5440-630000	MACHINERY AND EQUIPMENT	\$0.00	\$0.00	\$79,598.40	0.00%
Total Dept.5440	CAPITAL-ELECTRIC	\$0.00	\$0.00	\$79,598.40	0.00%
Total Fund	Electric Fund	\$7,334,574.00	\$749,386.12	\$4,766,056.80	64.98%
	Fund Balance			\$3,907,568.34	
	Total Revenues		\$755,448.90	\$4,559,093.16	
	Less Total Expenditures		\$749,386.12	\$4,766,056.80	
	Net Income		\$6,062.78	(\$206,963.64)	
	New Fund Balance			\$3,700,604.70	

Town of Richlands
Reserve Analysis: 2023 -2024
General Fund
As of February 29, 2024

		<u>Comments</u>
<u>Actual</u>		
Reserved Cash Balance	\$2,854,984	
Unreserved Cash Balance	4,692,909	\$149K increase from January
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.
Total Cash Balance	\$6,488,561	
<u>Projected</u>		
Unreserved Cash Balance Rolling 12 Month Low	\$3,985,662	Based on lowest point during March 2023 through February 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 Operating Revenues	(855,450)	Budgeted revenue of \$8,554,503*10%
Surplus (Shortage)	\$2,070,880	No change from January

Town of Richlands
Reserve Analysis: 2023 -2024
Water Department
As of February 29, 2024

<u>Actual</u>		<u>Comments</u>
Reserved Cash Balance	\$1,062,602	
Unreserved Cash Balance	1,275,078	\$7K decrease from January
Total Cash Balance	<u><u>\$2,337,680</u></u>	
<u>Projected</u>		
Unreserved Cash Balance Rolling 12 Month Low	\$1,262,615	Based on lowest point during March 2023 through February 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
Surplus (Shortage)	<u><u>\$846,517</u></u>	No change from January

Town of Richlands
Reserve Analysis: 2023 -2024
Sewer Department
As of February 29, 2024

<u>Actual</u>		<u>Comments</u>
Reserved Cash Balance	\$485,790	
Unreserved Cash Balance	(1,538,346)	No change from January
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.
Total Cash Balance	\$6,776	
<u>Projected</u>		
Unreserved Cash Balance Rolling 12 Month Low	(1,538,346)	Based on lowest point during March 2023 through February 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
Surplus (Shortage)	(\$898,264)	No change from January

Town of Richlands
Reserve Analysis: 2023 -2024
Electric Department
As of February 29, 2024

<u>Actual</u>		<u>Comments</u>
Reserved Cash Balance	\$1,787,005	
Unreserved Cash Balance	3,313,117	\$500K increase from January
Total Cash Balance	<u><u>\$5,100,122</u></u>	
<u>Projected</u>		
Unreserved Cash Balance Rolling 12 Month Low	\$2,599,249	Based on lowest point during March 2023 through February 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
Surplus (Shortage)	<u><u>\$154,391</u></u>	No change from January



**MARCH 2024
MONTHLY TRAFFIC SUMMARY**

Speeding	4	Driving While Intoxicated	1
Fail To Obey Highway Signs	7	Defective Equipment	4
Dangling Objects	2	Failure To Wear Seatbelt	1
Expired Rejection Sticker	13	Driving Without a License	4
Driving Revoked	3	Improper Registration	7
Expired Registration	1	Improper Display of Tags	1
Fail To Stop at Stop Sign	2	Fail To Obey Traffic Lights	1
Reckless Driving	1	Submit False Evidence of Insurance	3
Parking/Blocking Fire Hydrant	1	Fail To Get Inspected	1
No Tail Lights	2	Fail To Carry Registration Card	1
Imitation or Counterfeit Inspection Sticker	1		
WARNING- Driving Wrong Way	1	WARNING- Fail To Stop Before Entering Highway	1
WARNING- No State Inspection	1	WARNING- Use of Cell Phone While Driving	1
WARNING- Cover Over Tag	1	WARNING- Fail To Obey Stop Sign	1
WARNING- Illegal Lighting Devices	1	WARNING- Speeding	12

TOTAL NUMBER TRAFFIC SUMMONS ISSUED: 61

ANIMAL CONTROL / ORDINANCE VIOLATIONS SUMMARY

Inoperable Vehicle	2	Trash Violation	3
Dog (Dog at Large) Transported to Shelter	5	Dog (Dog at Large) Returned to Owner	1
Euthanized (Cat)	1		

TOTAL NUMBER ANIMAL CONTROL / ORDINANCE VIOLATIONS ACTIONS: 12

COUNCIL REPORT

April 5, 2024

TOTAL CALLS FOR SERVICE THROUGH MARCH 31, 2024	1,922
TOTAL CALLS FROM JANUARY 1, 2023 THROUGH MARCH 31, 2023	1,512

INCREASE OF 410

TOTAL CALLS FOR THE MONTH OF MARCH 2024	728
TOTAL CALLS FOR THE MONTH OF MARCH 2023	566

INCREASE OF 162

