

AGENDA

TOWN COUNCIL MEETING

At Richlands Town Hall

January 14, 2025

6:00 P.M.

I.	Call meeting to Order	
II.	Invocation	
III.	Pledge of Allegiance	
IV.	Additions/Deletions to Agenda	
V.	Adoption of Roberts Rules of Order	
VI.	Appointment of Town Attorney	
VII.	Appointment of Clerk	
VIII.	Authorization to Pay Bills (December)	
IX.	Minutes- Regular Scheduled Meeting- December	10, 2024
X.	Planning Commission Recommendations on Spec	cial Use Permits
XI.	Scheduled Public Comments (5 Minute Max)	
XII.	Unscheduled Public Comments (3 Minute Max)	
XIII	Agenda Items	

a. NCC Contract-EMS Collectionsb. McGill-Task Order No. 1 for WWTP

- c. Financial Investment Policies
- d. Caterpillar Loader Lease
- XIV. Monthly Financial Report
 - a. Budget Amendments
- XV. Attorney Report
- XVI. Town Manager Report
- XVII. Council Members Report
 - a. Laura Mollo
 - b. Jan White
 - c. Jordan Bales
 - d. Rick Wood
 - e. Gary Jackson
 - f. Seth White
- XVIII. Mayor's Comments
- XIX. Executive Closed Session
 - a. VA Code Section 2.2-3711 (A)(1)- Personnel
 - b. VA Code Section 2.2-3711 (A)(8)- Consultation with Attorney
- XX. Adjourn Meeting

Next Regular Meeting is February 11, 2025.

Parliamentary Procedure for Meetings

Robert's Rules of Order is the standard for facilitating discussions and group decision-making. Copies of the rules are available at most bookstores. Although they may seem long and involved, having an agreed-upon set of rules makes meetings run easier. Robert's Rules will help your group have better meetings, not make them more difficult. Your group is free to modify them or find another suitable process that encourages fairness and participation, unless your bylaws state otherwise.

Here are the basic elements of Robert's Rules, used by most organizations:

- 1. *Motion:* To introduce a new piece of business or propose a decision or action, a motion must be made by a group member ("I move that.....") A second motion must then also be made (raise your hand and say, "I second it.") After limited discussion the group then votes on the motion. A majority vote is required for the motion to pass (or quorum as specified in your bylaws.)
- 2. **Postpone Indefinitely:** This tactic is used to kill a motion. When passed, the motion cannot be reintroduced at that meeting. It may be brought up again at a later date. This is made as a motion ("I move to postpone indefinitely..."). A second is required. A majority vote is required to postpone the motion under consideration.
- 3. Amend: This is the process used to change a motion under consideration. Perhaps you like the idea proposed but not exactly as offered. Raise your hand and make the following motion: "I move to amend the motion on the floor." This also requires a second. After the motion to amend is seconded, a majority vote is needed to decide whether the amendment is accepted. Then a vote is taken on the amended motion. In some organizations, a "friendly amendment" is made. If the person who made the original motion agrees with the suggested changes, the amended motion may be voted on without a separate vote to approve the amendment.
- 4. *Commit:* This is used to place a motion in committee. It requires a second. A majority vote must rule to carry it. At the next meeting the committee is required to prepare a report on the motion committed. If an appropriate committee exists, the motion goes to that committee. If not, a new committee is established.
- 5. **Question:** To end a debate immediately, the question is called (say "I call the question") and needs a second. A vote is held immediately (no further discussion is allowed). A two-thirds vote is required for passage. If it is passed, the motion on the floor is voted on immediately.
- 6. *Table:* To table a discussion is to lay aside the business at hand in such a manner that it will be considered later in the meeting or at another time ("I make a motion to table this discussion until the next meeting. In the meantime, we will get more information so we can better discuss the issue.") A second is needed and a majority vote required to table the item being discussed.
- 7. Adjourn: A motion is made to end the meeting. A second motion is required. A majority vote is then required for the meeting to be adjourned (ended).

Note: If more than one motion is proposed, the most recent takes precedence over the ones preceding it. For example if #6, a motion to table the discussion, is proposed, it must be voted on before #3, a motion to amend, can be decided.

In a smaller meeting, like a committee or board meeting, often only four motions are used:

- To introduce (motion.)
- To change a motion (amend.)
- To adopt (accept a report without discussion.)
- To adjourn (end the meeting.)

Remember, these processes are designed to ensure that everyone has a chance to participate and to share ideas in an orderly manner. Parliamentary procedure should not be used to prevent discussion of important issues.

Board and committee chairpersons and other leaders may want to get some training in meeting facilitation and in using parliamentary procedure. Additional information on meeting processes, dealing with difficult people, and using *Robert's Rules* is available from district office staff and community resources such as the League of Women Voters, United Way and other technical assistance providers. <u>Parliamentary Procedure at a Glance</u>, by O. Garfield Jones, is an excellent and useful guide for neighborhood association chairs.

Tips in Parliamentary Procedure

The following summary will help you determine when to use the actions described in Robert's Rules.

- A main motion must be moved, seconded, and stated by the chair before it can be discussed.
- If you want to move, second, or speak to a motion, stand and address the chair.
- If you approve the motion as is, vote for it.
- If you disapprove the motion, vote against it.
- If you approve the idea of the motion but want to change it, amend it or submit a substitute for it.
- If you want advice or information to help you make your decision, move to refer the motion to an appropriate quorum or committee with instructions to report back.
- If you feel they can handle it better than the assembly, move to refer the motion to a quorum or committee with power to act.
- If you feel that there the pending question(s) should be delayed so more urgent business can be considered, move to lay the motion on the table.
- If you want time to think the motion over, move that consideration be deferred to a certain time.
- If you think that further discussion is unnecessary, move the previous question.
- If you think that the assembly should give further consideration to a motion referred to a quorum or committee, move the motion be recalled.
- If you think that the assembly should give further consideration to a matter already voted upon, move that it be reconsidered.
- If you do not agree with a decision rendered by the chair, appeal the decision to the assembly.
- If you think that a matter introduced is not germane to the matter at hand, a point of order may be raised.
- If you think that too much time is being consumed by speakers, you can move a time limit on such speeches.
- If a motion has several parts, and you wish to vote differently on these parts, move to divide the motion.

PARLIAMENTARY PROCEDURE AT A GLANCE

го до тнія	YOU SAY THIS	MAY YOU INTERRUPT SPEAKER	MUST YOU BE SECONDED	IS MOTION DEBATABLE	WHAT VOTE REQUIRED
Adjourn meeting*	I move that we adjourn	No	Yes	No	Majority
Recess meeting	I move that we recess	No	Yes	No	Majority
Complain about noise, room temperature, etc.*	Point of privilege	Yes	No	No	No vote
Suspend further consideration of something*	I move we table it	No	Yes	No	Majority
End debate	I move the previous question	No	Yes	No	2/3 vote
Postpone consideration of something	I move we postpone this matter until	No	Yes	Yes	Majority
Have something studied further	I move we refer this matter to committee	No	Yes	Yes	Majority
Amend a motion	I move this motion be amended by	No	Yes	Yes	Majority
Introduce business (a primary motion)	1 move that	No	Yes	Yes	Majority
Object to procedure or personal affront	Point of order	Yes	No	No	No vote, Chair decides
Request information	Point of information	Yes	No	No	No vote
Ask for actual count to verify voice vote	I call for a division of the house	No	No	No	No vote
Object consideration of undiplomatic vote	I object to consideration of this question	Yes	No	No	2/3 vote
Take up a matter previously tabled	I move to take from the table	No	Yes	No	Majority
Reconsider something already disposed of*	I move we reconsider our action relative to	Yes	Yes	Yes	Majority
Consider something already out of its schedule*	I move we suspend the rules and consider	No	Yes	No	2/3 vote
Vote on a ruling by the Chair	I appeal the Chair's decision	Yes	Yes	Yes	Majority

^{*}Not amendable

PARLIAMENTARY PROCEDURE AT A GLANCE

		Debatable	Amendable	Can Be Reconsidered	Requires 2/3 Vote
Privileged Adjourn		No	No Yes		No
Motions	Adjourn	No	No	Yes	No
	Question of Privilege	No	Yes	Yes	No
	Call for Order of Day	No	No	Yes	No
	Appeal	Yes	No	Yes	No
Incidental Motions	Objection to Consideration of a Question	No	No	Yes	Yes
	Point of Information	No	No	No	No
	Point of Order	No	No	No	No
	Read Papers	No	No	Yes	No
	Suspend the Rules	No	No	No	Yes
	Withdraw a Motion	No	No	Yes	No
	Lay on the Table	No	No	Yes	No
	The Previous Question (close debate)	No	No	Yes	Yes
Subsidiary Motions	Limit or Extend Debate	No	Yes	Yes	Yes
	Postpone to a Definite Time	Yes	Yes	Yes	No
	Refer to Committee	Yes	Yes	Yes	No
	Amend the Amendment	Yes	No	' No	No
	Amendment	Yes	Yes	Yes	No
	Postpone Indefinitely	Yes	No	Yes	No
Main Motion	Main or Procedural Motion	Yes	Yes	Yes .	No

This table presents the motions in order of precedence. Each motion takes precedence over (i.e. can be considered ahead of) the motions listed below it. No motion can supersede (i.e. be considered before) any of the motions

PLEASE NOTE: many organizations use only the Main Motion and Subsidiary Motions, handling other matters on an informal basis.

IN THE MEETING

TO INTRODUCE A MOTION:

Stand when no one else has the floor. Address the Chair by the proper title. Wait until the chair recognizes you.

- Now that you have the floor and can proceed with your motion say "I move that...," state your motion clearly and sit down.
- Another member may second your motion. A second merely implies that the seconder agrees that the motion should come before the assembly and not that he/she is in favor of the motion.
- If there is no second, the Chair says, "The motion is not before you at this time." The motion is not lost, as there has been no vote taken.
- If there is a second, the Chair states the question by saying "It has been moved and seconded that ... (state the motion). . ., is there any discussion?"

DEBATE OR DISCUSSING THE MOTION:

- The member who made the motion is entitled to speak first.
- Every member has the right to speak in debate.
- The Chair should alternate between those "for" the motion and those "against" the motion.
- The discussion should be related to the pending motion.
- Avoid using a person's name in debate.
- All questions should be directed to the Chair.
- Unless there is a special rule providing otherwise, a member is limited to speak once to a motion.
- Asking a question or a brief suggestion is not counted in debate.
- A person may speak a second time in debate with the assembly's permission.

VOTING ON A MOTION:

- Before a vote is taken, the Chair puts the question by saying "Those in favor of the motion that ... (repeat the motion)... say "Aye." Those opposed say "No." Wait, then say "The motion is carried," or "The motion is lost."
- Some motions require a 2/3 vote. A 2/3 vote is obtained by standing
- If a member is in doubt about the vote, he may call out "division." A division is a demand for a standing vote.
- A majority vote is more than half of the votes cast by persons legally entitled to vote.
- A 2/3 vote means at least 2/3 of the votes cast by persons legally entitled to vote.
- A tie vote is a lost vote, since it is not a majority.

AMENDMENTS ILLUSTRATED

Any main motion or resolution may be amended by:

- 1. Adding at the end
- 2 Striking out a word or words
- 3. Inserting a word or words
- 4. Striking out and inserting a word or words
- 5. Substitution

A member rises, addresses the chair, receives recognition, and states the motion:

"I move that. . . " MAIN MOTION Another member seconds the motion. The Chair repeats the motion and says, "Is there any discussion?" Must be germane to the main motion To improve the motion, a member rises, receives recognition and says, "I move PRIMARY AMENDMENT to amend the motion by " Another member seconds the amendment. The Chair repeats the amendment and says, "Is there any discussion on the amendment?" Must be germane to the To improve the amendment, a member rises, primary amendment receives recognition, and says, "I move to amend the amendment by . . . " SECONDARY AMENDMENT Another member seconds the amendment. (not amendable)

The Chair repeats the amendment to the amendment and says, "Is there any discussion on the amendment to the amendment?"

- When discussion ceases, the Chair says, "Those in favor of the amendment to the amendment say 'Aye.' Those opposed say 'No."
- If the vote was in the affirmative, the amendment is included in the primary amendment. The Chair then says, "Is there any discussion on the amended amendment?"
- If there is no discussion, a vote is taken on the amended amendment. If the vote in the affirmative, the amendment is included in the main motion. The chair then says, "Is there any discussion on the amended motion?"
- At this place, the motion can again be amended.
- If there is no further discussion, a vote is taken on the amended motion.
- Even though the amendments carried in the affirmative, the main motion as amended can be defeated.

RESOLUTION R-2025-01-02

WHEREAS, the Town of Richlands, Virginia, pursuant to Section 3.9 (3) of the Richlands Town Charter the Council shall appoint a Town Attorney for an indefinite term; and,

WHEREAS, the Town Attorney shall have the following powers and duties:

- a. To be legal advisor of the council, the town manager, and all departments, boards, commissions, and agencies of the town, in all matters affecting the interest of the town and shall upon request furnish a written opinion on any question of law involving their respective official powers and duties;
- b. To prepare, at the request of the town manager or any member of the council, ordinances for introduction and, at the request of the council or any member thereof, shall examine any ordinance after introduction and render his or her opinion as to the form and legality thereof;
- c. To draw or approve all bonds, deeds, leases, contracts, or other instruments to which the town is a party or in which it has an interest; and
- d. To represent the town as counsel in any civil case in which it is interested and in criminal cases when so required by the town council.

WHEREAS, this is the January immediately following a council election; and

WHEREAS, Michael A. Thomas was hired as town attorney in January 2023 and desires to continue being the official Richlands Town Attorney; and

WHEREAS, by mutual agreement between the parties, Michael A. Thomas has agreed to remain the Attorney for the Town of Richlands.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to the Richlands Town Charter Section 3.9 (3), Michael A. Thomas is appointed as the Richlands Town Attorney for an indefinite term with a fee agreement of \$225.00 per hour plus expenses to perform such duties as prescribed herein.

	The Town of Richlands Town Council
	Rodney D. Cury, Mayor
Attest:	
Amanda Beheler, Town Clerk	

Votes:	Bales	
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	Mollo	
	IVIONO J. Wh	
	5. Wh	
	Wood	l

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RESOLUTION R-2025-01-01

WHEREAS, the Town of Richlands, Virginia, pursuant to Section 3.9 (2) of the Richlands Town Charter the Council shall appoint a Town Clerk for an indefinite term; and,

WHEREAS, the Town Clerk shall have the following powers and duties:

- a. To be custodian of the corporate seal;
- b. To give notice of council meetings;
- c. To keep a journal of council proceedings;
- d. To authenticate by the town clerk's signature and record in full in a book kept for the purpose of all ordinances and resolutions; and
- e. To perform such other duties as may be prescribed or requested by council.

WHEREAS, this is the January immediately following a council election; and

WHEREAS, Amanda Beheler was hired as town clerk in June 2023 and desires to continue being the official Richlands Town Clerk; and

WHEREAS, by mutual agreement between the parties, Amanda Beheler has agreed to remain the Clerk for the Town of Richlands.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to the Richlands Town Charter Section 3.9 (2), Amanda Beheler is appointed as the Richlands Town Clerk for an indefinite term with a fee agreement of \$1,000.00 per month to perform such duties as prescribed herein.

The Town of Richlands Town Council

Rodney D. Cury, Mayor

Attest:

Wotes: ____ Bales
____ Jackson
____ Mollo
___ J. White
___ S. White
____ Wood



Nationwide Credit Corporation Agency Agreement

THIS AGREEMENT ("Agreement") is entered into this 16th day of December, 2024 by and between Town of Richlands (hereinafter referred to as "CLIENT") and Nationwide Credit Corporation, a Virginia Corporation, (hereinafter referred to as "NCC").

RECITALS

WHEREAS, CLIENT desires NCC to collect outstanding balances which are considered in default by CLIENT; and

WHEREAS, NCC desires to contract to provide collection services for such unpaid Accounts as may be referred by CLIENT; and,

WHEREAS, the purpose of this Agreement is to set forth the terms and conditions pursuant to which NCC will provide collection services for outstanding balances to CLIENT,

NOW THEREFORE, in consideration of the mutual covenants and Agreements contained herein, it is hereby agreed by and between the parties as follows:

ARTICLE I

DUTIES AND OBLIGATIONS OF NCC

- 1.1 NCC shall use only ordinary and reasonable collection efforts as permitted by law.
- 1.2 NCC shall accept the placement of Accounts and activate them immediately. On the first working day following the activation of new Accounts, NCC shall return to CLIENT's business office an Acknowledgment listing which sets forth all of the Accounts placed.
- 1.3 NCC shall obtain CLIENT's approval of any changes to notices to be sent to the consumer prior to sending any such notices.

- 1.4 NCC shall be responsible for managing all correspondence and telephone calls directed by CLIENT to NCC pertaining to the Accounts and/or relating to service to be provided under this Agreement.
- 1.5 No settlements or compromises either as to principal or interest may be made with respect to any of CLIENT Account's indebtedness without prior authorization from CLIENT.
- 1.6 NCC shall pay the necessary personnel for collection services. The NCC employee(s) working CLIENT's collection Accounts shall handle the tasks necessary to maximize recoveries and may act as liaison(s) between NCC and the consumer on behalf of CLIENT's business office to resolve problems. NCC agrees to remove any employee from working CLIENT's Accounts at any time upon request by CLIENT.
- 1.7 NCC shall at all times comply with all applicable federal, state and municipal laws and regulations and shall secure all permits and licenses required to enable NCC to render the services required during the course of this Agreement.
- 1.8 NCC agrees that CLIENT shall have the right, at its own discretion, to discontinue attempts to bill or collect upon any Account for any reason. NCC shall immediately discontinue any attempts to collect on any Accounts when requested to do so by CLIENT. CLIENT shall notify NCC promptly of such action in writing, specify the Account involved, and pay the contingency fee for any moneys realized by CLIENT on these Accounts prior to such cancellation or recall by CLIENT. CLIENT will not be required to pay NCC for payments received on Accounts placed in error provided the CLIENT requests recall by facsimile, email, phone or other electronic means supplied by AGENCY, if such cancellation is received within five (5) days of placement. Fees are due NCC on accounts which pay after referral as a result of billing or contact made by NCC.
- 1.9 The parties acknowledge that all files, data and other information made available to NCC as a result of services provided pursuant to this Agreement are confidential information of CLIENT and shall be maintained in the strictest confidence by NCC. NCC agrees that all such information and data shall, at all times, be the sole and exclusive property of CLIENT, shall be retained by NCC as strictly confidential and shall not be disclosed to, discussed with, or made available for access by any person, firm or entity without the prior written authorization of CLIENT.
- 1.10 Throughout the course of this Agreement, NCC shall maintain comprehensive general liability and errors and omissions insurance.

ARTICLE II

DUTIES AND OBLIGATIONS OF CLIENT

- 2.1 CLIENT warrants and represents to NCC that:
 - Accounts placed with NCC for collection are valid and legally enforceable debts.
 - Accounts are not disputed or subject to any bankruptcy proceeding, unless otherwise disclosed in writing to NCC by CLIENT.
- 2.2 If required, CLIENT agrees to review the text of any consumer notices prior to their use by NCC, and NCC agrees not to use any consumer notices without prior review and approval by CLIENT.
- 2.3 CLIENT shall provide payment and adjustments reports on a weekly, or more frequent, basis in order for all Accounts to reflect accurate balances.
- 2.4 CLIENT agrees to compensate NCC as follows:

 Accounts referred for regular collection action
 Accounts referred for litigation 20%
- 2.5 CLIENT agrees to send an initial placement totaling \$10,000 or more within 14 days of contract. Initial placement totaling less than \$10,000 may be subject to a \$250 set up fee. Any individual account included in subsequent placements that is under \$150 is subject to a \$1.00 placement fee per account.
- 2.6 CLIENT agrees to pay NCC within thirty (30) days of receipt of the Monthly Invoice. Interest will be assessed on fees due NCC on Accounts outstanding more than thirty (30) days from the date of activity statement, at a rate of 1 ½% of the outstanding balance per month until paid.
- 2.7 NCC shall have authority to receive payment in cash, check, money order and credit card, and shall have authority to endorse checks, drafts, money orders and other negotiable instruments made payable to CLIENT, which may be received in payment.
- 2.8 CLIENT shall remit agreed commissions within thirty (30) days for all money paid directly to the CLIENT. NCC will be due its fees when payments are received from any source.
- 2.9 Both CLIENT and NCC agree that consumer complaint files shall be maintained from month to month and shall be comprised of those complaints that have reached administrative levels of CLIENT. These complaints shall be reviewed at month end, or as necessary, by both parties to communicate and resolve problems causing such complaints.

ARTICLE III

GENERAL PROVISIONS

- 3.1 The parties agree that the services to be provided herein by NCC shall be utilized for past due accounts or bad debt collection.
- 3.2 This Agreement shall be governed by and constructed in accordance with the laws of the Commonwealth of Virginia.
- 3.3 No party to this Agreement shall assign rights or delegate duties under this Agreement without the prior written consent of the other parties.
- 3.4 All notices relating hereto shall be sent by certified mail or registered mail, return receipt requested, with postage prepaid in the U.S. to NCC or CLIENT addressed as below. Notice shall become effective when actually received.

If to NCC: Nationwide Credit Corporation

5503 Cherokee Avenue #300 Alexandria, VA 22312 If to CLIENT:

Town of Richlands 200 Washington Square Richlands, VA 24641

- 3.5 If any provision herein or any remedy provided herein is determined to be invalid or unenforceable under any applicable law, such provision shall be deemed omitted, but the remaining provisions herein shall be given effect in accordance with the intent manifested herein.
- 3.6 The failure of either party to enforce any of the terms or conditions contained in this Agreement shall not constitute a waiver of any such rights.
- 3.7 CLIENT and NCC agree that this Agreement is the complete and exclusive agreement between the parties concerning its subject matter, and it supersedes any prior or contemporaneous agreement, representation, proposal, or understanding in connection therewith whether verbal or written. This Agreement may be amended, modified, waived, or revoked only by a written instrument executed by the parties hereto.
- 3.8 The term of the Agreement shall commence on the date first written herein above, and shall remain in effect for an initial period of one (1) years. Five one-year renewals will then commence automatically unless terminated as provided herein. Upon termination of this Agreement, NCC shall continue to provide collection services under the existing terms in this Agreement on those CLIENT Accounts remaining in NCC's inventory.
- 3.9 This Agreement may be terminated by either party without cause upon thirty (30) days prior written notice to the other party. In the event of termination without cause, the CLIENT shall continue placement of Accounts for those thirty (30) days after written

notification. NCC shall be entitled to retain work referred for a period not to exceed one year until efforts are completed where no default has occurred. CLIENT agrees to compensate NCC for payments received through completion of work effort on Accounts referred.

- This Agreement may be terminated by either party for cause upon thirty (30) day prior written notice to the other party. However, the defaulting party shall be entitled to the opportunity to cure the default during the thirty (30) day notice period. In the event of termination for cause, the CLIENT shall compensate NCC only for payments received up to and including the date of termination.
- 3.11 All claims, disputes and other matters in question between parties to this Agreement arising out of or relating to the Agreement or the breach thereof shall be decided by arbitration in accordance with the rules of the American Arbitration Association unless the parties mutually agree otherwise. The decision and award rendered by the arbitrators shall be final, and judgment may be entered upon it in accordance with the applicable law in any court having jurisdiction thereof.
- 3.12 NCC shall, without limit, indemnify, hold harmless and, at CLIENT's election, defend CLIENT, its officers, directors, agents, employees, and affiliates with respect to any and all claims, damages, judgments, actions and causes of action arising out of the acts or omissions of NCC and/or its employees or agents including all costs, expenses and attorney's fees incurred in the defense of any and all claims and/or litigation. CLIENT shall, without limit, indemnify, hold harmless and defend NCC, its officers, directors, agents, employees and affiliates with respect to any and all claims, damages, judgments, actions and causes of action arising out of the acts or omissions of CLIENT and/or its employees or agents including all costs, expenses and attorney's fees incurred in the defense of any and all claims and/or litigation.
- 3.13 Services provided under the terms of the Agreement are intended by the parties to be transparent. It is agreed that all Accounts are to be worked in CLIENT 's name when communicating with the consumer or authorized representative of the consumer. However, in the performance of the work, duties, and obligations under this Agreement, it is mutually understood and agreed that the parties are at all times acting and performing as independent contractors. Further, nothing in this Agreement is intended nor shall be construed to create between CLIENT and NCC or its employees, an employer/employee relationship, a joint venture relationship, or a lease or landlord/tenant relationship.
- 3.14 The parties executing this Agreement hereby represent that they have the authority to bind this Agreement, and that their execution of this Agreement does not violate any rules or regulations applicable to them.
- 3.15 This Agreement is and shall be binding upon and inure to the benefit of the heirs, executors, administrators, successors, and assignees of CLIENT and NCC.

ARTICLE IV

CONFIDENTIALITY

- 4.1 CLIENT Information. NCC recognizes and acknowledges that, by virtue of entering into this Agreement and providing services to CLIENT hereunder, NCC and Staff may have access to certain information of CLIENT that is confidential and constitutes valuable, special and unique property of CLIENT. NCC agrees that neither NCC nor any of its Staff will at any time, either during or subsequent to the term of this Agreement, disclose to others, use, copy or permit to be copied, without Client's expressed written consent, except pursuant to NCC's and its Staff's duties hereunder, any confidential or proprietary information of CLIENT which is not otherwise available to the public.
- 4.2 Consumer Information. Neither NCC nor any of its Staff shall disclose any consumer information to any party, except where permitted or required by law or where such disclosure is expressly approved by CLIENT in writing. NCC and its Staff shall comply with all federal and state laws and regulations regarding the confidentiality of such information.
- 4.3 Nondisclosure of Terms of this Agreement. Except for disclosure to NCC's legal counsel, accountant or financial advisors (none of whom shall be affiliated in any way with CLIENT or any of its affiliates), neither NCC nor any Staff shall disclose the terms of this Agreement to any person who is not a party or signatory to this Agreement, unless disclosure thereof is required by law or otherwise authorized by this Agreement or consented to by CLIENT.

IN WITNESS WHEREOF, the parties hereby execute this Agreement in duplicate originals as of the date first set forth hereon.

Nationwide Credit Corporation

Bv: KKM

Dite

Client

Data

TASK ORDER NO. 1

This TASK ORDER NO.	1 dated the	_, day of		2024, is a
supplement to the MASTI	ER SERVICES AGRE	EMENT betwe	en the Town o	f Richlands,
Virginia, hereinafter refer	red to as the "TOWN"	and McGill As	sociates, P.A.,	hereinafter
referred to as "ENGINEE	R", dated November 1	3, 2024. The	ourpose of this	Task Order
is to authorize the EN	GINEER to provide	services for	the Task Ord	der entitled:
Water/Wastewater Asses	sment Study.			

PROJECT DESCRIPTION:

The TOWN owns and operates a water treatment plant (WTP), water storage tanks and a wastewater treatment plant (WWTP) that provides regional water and wastewater services to the Town of Richlands and surrounding areas. It is our understanding that significant upgrades and rehabilitation is needed at the WTP, and the WWTP as well as improvements to several storage tanks to alleviate issues with elevated disinfection by-products. Further, we understand that two major construction projects have been designed and bid, with the low bid amounts exceeding the project budgets on both occasions. The TOWN wishes to engage the ENGINEER to perform a water/wastewater assessment which will evaluate the various proposed upgrades, replacements, or repairs identified at the various locations, and prioritize those various identified works in such a way as to provide a viable Five-Year plan for the TOWN to perform the needed work in a fiscally manageable way while addressing the most pressing needs as quickly as possible. If during the course of this evaluation, the ENGINEER identifies any additional improvements needed, or alternatives that would accomplish the same project goals for

less cost, these will be included in the results of the evaluation. The ENGINEER will perform the evaluation with information gathered from visual inspections, and gathering information from plant operating staff, Town administration staff, and Town finance department staff. The Scope of Services for this Task Order No. 1 are shown below.

SCOPE OF SERVICES:

- Meet with Town of Richlands staff and all appropriate parties to initiate communications, define schedules, gather initial data and information, and determine the technical requirements for the project.
- 2. Conduct an initial in-person site visit at the WTP and the WWTP to gain a better insight into the operating conditions at both locations.
- 3. Conduct interviews with WTP and WWTP operators to determine their insights on the priority of needs at both locations. Conduct interviews with public works staff to determine the issues and priorities associated with the disinfection by-product improvements and tanks rehabilitation projects.
- 4. Conduct interviews with Town administration staff to determine their insights on Town operating procedures and policies related to performing upgrade projects.
- 5. Conduct interviews with Town Finance Department staff to determine guidelines for budgets to help identify the proper phasing of the projects and the maximum amount of debt service that can be financed by the Town per year.
- 6. Review plans, bidding documents and bid results for the WWTP Upgrades project and the WTP Upgrades project.

- 7. Conduct a follow-up in-person visit to the WWTP, the WTP and the water system facilities included in the current project to go over comments and questions on the projects to assist in final recommendations for the proposed improvements and their priority, including considerations for construction phasing to minimize disruption of service.
- 8. Provide a draft technical report to the Town with a summary of findings and recommendations, and finalize upon receipt of comments from the Town.

ASSUMPTIONS

- 1. The Town will provide requested information in a timely manner.
- 2. The deliverable will be a technical report summarizing the results of our review including recommendations for phasing and associated opinions of probable cost for each phase.
- 3. This Task Order No. 1 will be completed and the report delivered to the Town by

BASIS OF COMPENSATION

Based on the above proposed scope o	of services, we propose to complete Task Order No.
1 for the lump sum fee of	The above scope and proposal represent the
full understanding between the Town	of Richlands and McGill Associates, PA.

MISCELLANEOUS

Except as otherwise provided herein, this Task Order supersedes all prior written or oral understanding of the parties and may only be changed by a written amendment executed by both parties.

AUTHORIZATION TO PROCEED

IN WITNESS WHEREOF AND AS AUTHORIZATION TO PROCEED the parties execute below this Task Order No. 1:

, 2024.	day of _	EXECUTED this _
McGill Associates, P.A.		
Wes Fleming, P.E. Roanoke Office Manager		
Town of Richlands		
Jason May, MPA Town Manager		

Town of Richlands, VA

Town Council Meeting Staff Summary

Action Item

		I I D II - I				
Agenda Title:	Draft Financia	l and Investment Policies				
Staff Contact(s):	Ronnie Camp	bell				
Agenda Date:	January 14, 2025 Item Number:					
Attachment(s):	1.	1. Draft Financial and Investment Policies				
Reviewed By:	Susan Whitt					

SUMMARY:

The attachment includes draft financial and investment policies. This is an update to the financial policies adopted in October 2019. It is a redline version of the proposed changes to assist with your review. The primary changes are related to the maintenance of the general fund balances and investments, establishment of a contingency fund, intra and inter departmental budget transfer approvals and revision to the capitalization policy.

FINANCIAL IMPACT AND FUNDING SOURCE:

The general fund will utilize a waterfall approach (3 tiers) to ensure adequate reserves, yields, liquidity and replenishment of the balances. The enterprise funds will transition to 6 months unreserved balance versus the current 4 months. The contingency fund will be set at 2% of the total general fund budget. The capitalization policy for equipment will increase to \$20,000 from \$5,000.

RECOMMENDATION:

Given the importance of financial policies for maintaining strong internal controls and ensuring a financially sound, stable and reliable operating environment, Staff recommends The Town Council consider these proposed changes to the financial and investment policies.



TOWN OF RICHLANDS, VIRGINIA

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Approved by Resolution# <u>R-2019-10-01</u> of the Richlands Town Council October<u>January</u> 8<u>14</u>, 20<u>1925</u> Introduction: Written, adopted financial policies have many benefits, such as assisting elected officials and staff in the financial management of the Town, saving time and energy when discussing financial matters, engendering public confidence, and providing continuity over time as elected officials and staff members change. While these policies will be amended periodically, they will provide the basic foundation and framework for many of the issues and decisions facing the Town. They will promote sound financial management and assist in the Town's stability, efficiency, and effectiveness. Policies are designed to conform to state and local regulations, generally accepted accounting standards, standards set by the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA), and best practices employed by other local governments. The Town Manager's "Administrative Policies & Procedures" and operating procedures maintained by municipal departments supplement these Financial Policies.

1. Guiding Principles

The Town provides a wide variety of essential and desirable services and facilities to its residents, visitors, businesses, and institutions. The Richlands Town Council and staff are responsible for managing municipal finances wisely, ensuring adequate funding to meet current and future needs, appropriately accounting for all revenues and expenditures, and complying with all applicable regulations. To satisfy these obligations, the Council and staff are committed to developing a sound financial plan for municipal operations, maintenance, and capital improvements. To achieve this, the Town Council:

- Establishes financial policies;
- Sets policy guidance for preparation of operating and capital improvement budgets;
- Adopts budgets for all funds based on adopted policies and in accordance with the Town Charter and State laws; and
- Oversees the administration of finances and budgets undertaken by the Town Manager.

2. Financial Structure

In accordance with the GASB, the financial structure of the Town will be divided into tax-supported governmental funds (including a General Fund to support the governmental services of the Town) and self-supporting proprietary funds established for nongovernmental purposes. Proprietary funds will include a series of enterprise funds, which shall be managed as business enterprises supported

by revenues derived by that enterprise. A list of funds with descriptions of each is provided in the Appendix of this document.

3. Budget

The Council will annually adopt a budget that includes funds as may be required by law or by sound financial practices and generally accepted accounting principles. The budget will control the levy of taxes and expenditures for all Town purposes during the ensuing fiscal year. The Town budget will be balanced using approved funding sources, including fund balances. The annual budget will serve as the official plan of services and facility operations intended to accomplish the Town's goals and objectives.

3.1 Budget Preparation & Adoption

The budget process is one of the most important undertaken by the Town each year. However, the Town Charter provides only minimal guidance on how the budget is to be prepared, reviewed, and adopted. 'It simply states that

- The Town Manager is responsible for preparation of the budget;
- A proposed budget is to be presented to the Town Council no later than April 1st;
- After collaboration with the Council, the Manager is to introduce a completed budget;
- A brief synopsis of the budget is to be published in the newspaper and Council is to conduct a public hearing; and
- The budget is to be adopted before July 1st.

The Town Council and Town Manager will exceed the minimum requirements by starting the process earlier, providing more direct Council guidance along the way, and encouraging more active public engagement throughout the process, including during the Town Manager's budget preparation process. The Town Council will similarly exceed minimum requirements in conducting additional budget hearings and encouraging public input through not only providing testimony at hearings, but also through e-mails, social media tools, telephone calls, and direct discussion. The budget process undertaken by Council and staff will endeavor to

- Maintain a transparent process;
- Provide a steady flow of readily available information to the public;
- Inform, involve, and engage the public;
- Identify and consider issues and concerns of the public; and

^{&#}x27;Town Charter, §4.1

 Achieve public understanding, if not acceptance, of trade-offs and decisions made in adopting a balanced budget.

3.2 Revenue & Expenditure Forecasts

Budget revenue estimates will be conservative, yet realistic. Expenditure estimates will fully cover, but not overstate, projected costs. A forecast of General Fund revenues and expenses will be prepared at the beginning of each budget process to help determine if projected revenues can sustain current services. The Town Council will consider the forecast and other information provided and set priorities and offer guidance at the outset of the Town Manager's annual budget preparation process. Council will additionally at that time make desired modifications to Financial Policies that might affect the budgeting process.

The Town will avoid dependence on temporary or unstable revenues to fund mainstream municipal services. The Town will not use one-time revenues to fund ongoing operational costs. Neither will debt be used to fund current expenditures. The Town will strive to maintain a reasonable real estate tax rate and will only consider upward adjustments to the property tax as a last resort.

If a deficit is projected for the coming fiscal year, the Town will take steps to reduce expenditures and/or increase revenues. If a deficit is caused by emergency or temporary economic conditions, Council may consider a transfer from the Budget Stabilization Fund or the Unassigned Fund Balance to balance the budget as described in Policy 4.

3.3 Service & Facility Charges

Many services and facility uses are allowed by the Town without additional charge. Examples include general use or parks and emergency responses by police officers. Services or facility uses that solely benefit an individual or group and can be practicably controlled and priced will be provided at reasonable fees. The Town will maximize the application of user charges rather than depending on general revenues and subsidies from other Town funds for services so identified and where costs are directly related to the level of service provided. The following principles will apply in establishing user fees:

- Town staff will provide services and facilities as efficiently as is possible to keep user fees reasonable and affordable.
- Town Council will determine under what circumstances cost subsidies, discounts, or waivers will be granted.
- User fees will otherwise be set at levels that recover full costs, including all direct, capital and facility wear and tear, and overhead expenses.

- Reimbursable work performed by the Town shall be billed at actual costs except in cases where firm estimates and/or "not-to-exceed" prices were quoted to a client.
- Where practical, user charges shall be comparable to other neighboring cities and private sector providers. In the interest doing no harm to other local service and facility providers, whether in the private or non-profit sectors, the Town will avoid undercutting rates charged by others in Richlands.

Departments that impose fees or service charges will prepare and/or update them for inclusion in the annual budget process. Responsibility for consideration and adoption of fees is assigned to the Town Council or its boards and commissions as authorized.* The Town will maintain a current schedule of fees and charges, showing when the fees were last reviewed and/or recalculated.

3.4 Capital Improvement Plan

In addition to the operating budget, the Town Manager will annually submit a five-year Capital Improvement Plan (CIP) for review by Council. The CIP will include new or expanded facilities; infrastructure projects; extraordinary maintenance projects; land acquisition; special initiatives such as blight eradication or River District revitalization; large equipment items such as fire trucks; and large computer, telecommunications, and other technology investments. Normally, any such expenditure of \$50,000 or more will be included in the CIP. As with the operating budget, items included in the CIP are those considered necessary to maintain public services and facilities. The CIP will show proposed expenditures and associated revenue sources. Current revenues and grants are the preferred methods of financing rather than borrowing. Operating impacts of CIP elements will be reported in the plan.

3.5 Legal Level of Control

Budget appropriations shall be legally controlled at the departmental level. The Town Manager is delegated authority to administer the budget within appropriated fund/departmental levels.

^{*}For example, by the Richlands Parks & Recreation Commission in the case of user fees and charges associated with the Town's Parks & Recreation Facilities.

3.6 Budget Administration

The Town Manager and department directors are responsible for continuously monitoring revenues and expenditures and for carefully administering adopted budgets. The Town Council will receive monthly financial reports and briefings. Council's boards, commissions, and committees charged with budgeting responsibilities will similarly be kept informed.

The Town will take immediate corrective actions if, at any time during the fiscal year, expenditure and revenue estimates are such that an operating deficit is projected at year-end. Corrective actions may include a hiring freeze, expenditure reductions, fee increases, or use of contingencies. The Town Council may approve additional measures as appropriate.

3.7 Contingency Line Item

The Town will budget 2% of the total General Fund budget in a contingency line item. This contingency is for use by the Town Council or Town Manager during the fiscal year when unbudgeted expenses arise. The use of contingency funds does not require a budget amendment but should be reported to the Town Council at the next regular meeting.

4. General Fund Balances

Sufficient reserves must be retained by the Town at all times to provide financial stability. A properly sized and configured fund balance in each operating fund is essential in accomplishing this. The Governmental Accounting Standards Board requires that General Fund balance elements be structured in five categories that span a continuum of use constraints that classify a fund's net resources from those that have the most constraints placed on their use to the least. What was formally accounted for as the "unrestricted" fund balance is now separated into "assigned" and "unassigned" fund balance accounts.

- Nonspendable Fund Balance -- amounts that cannot be spent because of form (such as inventory) or because of legally or contractual requirements (such as the principal of an endowment fund, pre-paid items, or long-term receivables).
- Restricted Fund Balance -- amounts that are constrained to being used for a specific purpose by external parties (such as grantors, bondholders, or the state or federal governments), through constitutional provisions, or by enabling legislation. Such restrictions normally cannot be removed by Town Council.
- Committed Fund Balance -- amounts committed by ordinance for specific purposes by the Town Council itself. Council can likewise remove such constraints through an amending ordinance. These relate to expenditures that are not expected to occur routinely. Examples

^{*} GSAB Statement No. 54, "Fund Balance Reporting and Governmental Fund Type Definitions," effective for fiscal periods beginning after June 15, 2010.

include reserves established by Council to construct a new facility or to purchase property for an industrial park.

- Assigned Fund Balance -- amounts that Council sets aside for specific purposes, but with fewer restrictions than intended with restricted or committed fund balance amounts. Examples include the Town's special revenue, capital project, debt service, and budget or rate stabilization funds.
- <u>Unassigned Fund Balance</u> -- amounts that have not been restricted, committed, or assigned and are therefore available for any Councilauthorized purpose.

In the case of municipal funds other than the General Fund (for example, utility and enterprise funds) assigned and unassigned fund balances remain combined in "unrestricted" fund balance accounts.

The Town of Richlands will implement a waterfall fund balance system for the General Fund, structured as follows to ensure the five categories and associated constraints are maintained above:

- 1. Long-Term Deposit Account
 - o Goal: 50% of the general fund budget
 - o Purpose: Account of last resort
 - o Constraints: Highly restricted, requires extraordinary circumstances for use
- 2. Revenue Stabilization Account
 - o Goal: 16% of the general fund budget
 - o Purpose: Short-term revenue stabilization
 - Constraints: Held in a liquidity account for easier access
- 3. Higher Risk Investment Account
 - o Goal: Remaining fund balance after allocations to the above accounts
 - Purpose: Available for usage during budget creation and the fiscal year
 - o Constraints: Subject to higher risk, but potentially higher returns

4.1 Use of Fund Balance Accounts

The use of these fund balance accounts will be prioritized in reverse order:

- 1. Higher Risk Investment Account: First to be used when additional funds are needed
- 2. Revenue Stabilization Account: Used when the Higher Risk Investment Account is depleted
- 3. Long-Term Deposit Account: Used only in extreme circumstances and as a last resort

Any use of the Revenue Stabilization Account or Long-Term Deposit Account must be approved by a supermajority vote of the Town Council.

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4.2 Replenishment of Fund Balance Accounts

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When any amount is drawn from any of the fund balance accounts (Higher Risk Investment Account, Revenue Stabilization Account, or Long-Term Deposit Account), the Town Council must pass a plan within 90 days detailing how the used funds will be replenished within the next three years. This plan should include:

- 1. The amount drawn from the fund balance account(s)
- 2. The reason for using the fund balance
- 3. A year-by-year strategy for replenishing the used funds
- 4. Potential revenue sources or expenditure reductions to achieve the replenishment
- 5. Any impact on Town services or operations during the replenishment period

The Town Manager shall be responsible for implementing the replenishment plan and providing quarterly updates to the Town Council on the progress of the replenishment efforts.

4.1 5.0 Utility and Other nassigned & Unrestricted Fund Balances

Unassigned or unrestricted fund balances are important in maintaining financial stability and are considered by bond rating agencies as key indicators of creditworthiness. They provide the financial resources to deal with emergencies, natural disasters, precipitous economic downturns, revenue shortfalls, and unanticipated expenditures. They also provide cash flow liquidity in responding to fluctuations in major revenue sources, such as with property tax receipts. Unassigned and unrestricted balances themselves generate revenue through investment interest earnings.

The Town Council designates the following minimum levels for unassigned and unrestricted fund balances:

- General Fund The unassigned General Fund balance shall be maintained at a level not less than 10% of operating revenues.
- <u>Utility Funds</u> -- The Water, Wastewater, and Electric Funds shall maintain unrestricted fund balances equal to at least 1280 days of average operating and maintenance expenses, inclusive of transfers to the General Fund, plus 1280 days of the next fiscal year's debt service payments.

The Water and Wastewater Fund will collectively adhere to this unassigned fund balance policy:

Other Funds -- The Town's other enterprise, internal service, special, and fiduciary funds will be budgeted to fully cover expenses but will not at this time be subjected to unassigned or unrestricted fund balance standards. (If Needed)

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Formatted: Outline numbered + Level: 3 + Numbering Style: Bullet + Aligned at: 0.33" + Indent at: 0.58" Actual fund balance levels may rise and fall during the fiscal year, but will be restored to designated levels during the annual budgeting process. An appropriation from an unassigned or unrestricted fund balance that would result in the balance falling below its designated level requires a majority plus one vote of Council (with four of six members voting "aye"). No such vote shall be taken until the Council receives a briefing from the Town Manager that identifies potential ramifications of the appropriation and includes a financial plan to restore the unassigned or unrestricted fund balance to its designated minimum level within two years.

Because the Town's budgets are based on appropriately conservative revenue and expenditure-budget projections, it is to be expected that at least some sur-plus revenue will be added to fund balances at the end of each fiscal year. Sur-pluses may be appropriated for specific expenditures by the Town Council or assigned to fund balance accounts, normally to unassigned or unrestricted fund balances. Unassigned and unrestricted fund balances in excess of established minimum levels may be appropriated by Council for nonrecurring expenditures such as unanticipated budget shortfalls, economic development incentive payments, special projects, acquisition of real property, capital purchases, local matches for grants, pre-payment of existing debt, prepayment of equipment maintenance contracts, and one-time employee pay bonuses. Except during periods of economic recession or under unusual circumstances, excess funds will not be used to support routine operating expenditures. Nor will availability of excess cash reserves be allowed to supplant prudent budgeting practices.

4.2 General Fund Budget Stabilization Reserve

As part of the FY 2021 Budget process, the Town Council authorizes creation of a Budget Stabilization Fund as part of the General Fund's assigned fund balance using revenues in excess of its designated 10% unassigned fund balance level. The Budget Stabilization Fund will not be used to finance new or expanded services. It is instead intended to help sustain municipal operations during times when revenue sources such as property, sales, meals, and business tax receipts are sluggish due to continuing effects of the economic recession or continuing response to emergencies. As it deems appropriate, the Town Council will appropriate revenue from the Budget Stabilization Fund for use during the current or coming fiscal year to sustain current municipal service levels.

The fund is subject to the following restrictions:

There is no designated minimum size for the Budget Stabilization Fund. It may, from time to time, be drawn down significantly or even depleted entirely. The fund does, however, have an upper limit. Its maximum size will not exceed a level equal to 10% of General Fund revenues. Formatted: Condensed by 0.1 pt

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- The Budget Stabilization Fund will retain interest earnings on the balance of revenues held in the fund.
- After allocation of surplus revenues to designated fund balance reserves, up to one-half of remaining General Fund revenue surpluses will be transferred to the Budget Stabilization Fund at the closing of each fiscal year, subject to its aforementioned maximum size limit.
- The Budget Stabilization Fund is not to be used to offset minor revenue shortfalls. Appropriations from the fund to balance the coming year's budget will be made only in the event that total projected ongoing General Fund revenues are expected to decline more than one percent below the current year's estimated receipts.
- As the Budget Stabilization Fund has no direct revenue source of its own to replenish expended resources, care will be taken in its use.
- Use of the Budget Stabilization Fund will not take the place of prudent budgeting practices that carefully establish appropriate services and service levels, properly maintain municipal facilities, undertake important initiatives, and set fees, charges and taxes necessary to pay associated expenditures.
- Spending cuts or other cost-saving measures must be undertaken in combination with use of Budget Stabilization Fund revenues.

5. Utility Contributions to the General Fund [Reserved]

6. Utility Rate Studies

Under the direction of the Richlands Town Manager, the Town shall undertake a utility cost-of-service and rate study every three years. The Town will endeavor to set utility rates that are consistently

- Fair, just, and reasonable;
- As low as is prudently possible;
- Structured in a fashion consistent with best utility practices; and
- Generate revenue sufficient to
 - Support continued provision of reliable, safe, environmentally responsible, high quality service;
 - Sustain infrastructure required to accommodate economic development; and

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Formatted: Outline numbered + Level: 4 + Numbering Style: Bullet + Aligned at: 0.71" + Indent at: 0.96" Generate sufficient revenue to meet established General Fund contribution obligations.

7. Vehicle Replacement

The Town's vehicles are to be used in a fashion that yields the highest possible return on investment. Factors taken into account in determining when each vehicle is replaced will include safety, cost of operation, and resale value. When prudent to do so, a vehicle may be transferred after a time from an organizational unit with intense vehicle operating requirements (i.e., Police Patrol) to another with lower operating demands (i.e., Police Detectives or Community Development Personnel). While each will be retained as long as it can be driven safely and cost-effectively, the following guidelines will be used for replacing vehicles and large equipment items.

Rep	lacement	Guidelines

Sedans, & Bucket or

10 years or 100,000 miles

Digger Derrick Trucks

10 yours or 100,00

Pickup Trucks & Vans
Other Equipment

12 years or 100,000 miles

12 years or 10,000 hours

Old vehicles replaced by new ones will be sold as soon as practicable. The Town will avoid "fleet creep" wherein use of old, replaced vehicles is continued. If additions to the fleet can be justified, they will be included in the Town Manager's proposed budget and considered by Town Council.

The Town's utilities finance their own fleets. Vehicles operated by General Fund departments and other funds are financed through the General Fund Budget. Vehicle rental rates are charged for applicable vehicles at rates established by the Director of Finance, (based on rates adopted by FEMA, VDOT or other governmental agencies). Rental rates are reviewed annually and revised as needed to ensure that sufficient funds are available to replace vehicles.

8. Investments

Investment of revenues will be made in conformance with best practices to meet four primary objectives:

- Safety to preserve invested funds with minimal risk of loss
- <u>Diversity</u> to avoid excessive market risk
- <u>Liquidity</u> to maintain sufficient to meet cash flow and operating requirements
- Yield to produce maximum interest earnings

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Formatted: Outline numbered + Level: 3 + Numbering Style: Bullet + Aligned at: 0.33" + Indent at: 0.58" Town Manager is responsible for control of Town revenues. Responsibility for investing idle funds is delegated to the Finance Director.

All excess cash, except for cash in certain restricted and special accounts, will be pooled for investment purposes. The investment income derived from the pooled investment account shall be allocated to the contributing funds based upon the proportion of the respective average balances relative to the total pooled balance. Interest earnings shall be distributed to the individual funds not less than annually.

9. Debt Management

Town recognizes the primary purpose of facilities and equipment is to support provision of public services. Using debt financing to meet the capital needs of the community, the Town must balance between debt financing and "pay-as-you-go" methods. The Town realizes failure to meet the demands of growth may inhibit its continued economic viability but also realizes too much debt may have detrimental effects.

9.1 9.1 General Authority

The Constitution of Virginia and State Code authorizes localities to issue debt within certain limitations. The Constitution restricts the amount of General Obligation debt – that is, debt payable from general municipal revenues and backed by the full faith and credit of a Town – to 10% of the assessed valuation of real property in the jurisdiction plus any applicable limitations set forth in the Town's charter. In determining the debt applicable to the 10% legal debt limit, the following types of debt are excluded:

- Notes issued in anticipation of the collection of revenue and maturing within 12 months;
- Bonds secured by the full faith and credit of the municipality, for which the principal and interest payments are made with revenues earned by the utility or facility (double-barrel bonds);
- Bonds of the municipality, the principal and interest on which are payable exclusively from the revenues and receipts of a utility system or other specific undertaking from which a Town may derive a revenue (revenue bonds); and
- Financial instruments on which the debt service payments are contingent upon annual appropriations by the governing body (lease purchase agreements and reimbursable agreements).

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9.2 9.2 Town of Richlands Standards

The Town will maintain the following standards to ensure a higher level of financial security than that afforded by meeting minimum State standards:

- Debt to Assessed Value: Debt supported by General Fund tax revenue will not exceed 3.0% of total taxable assessed value of property within Town limits. For the purposes of calculating this ratio, assessed value shall include real property and personal property.
- Debt Service to Expenditures: Debt service paid from general tax revenue will not exceed 10% of total General Fund Expenditures, including transfers out.
- Debt Payout Ratio: The Town will structure its bond issues to maintain an overall 10-year payout ratio (the amount of principal retired within 10 years) of not less than 60%.
- Derivatives: The Town will not use interest rate exchange agreements, swaps, or other derivatives in managing its debt portfolio.

Other standards adhered to by the Town of Richlands include the following:

- No debt will be issued until an ordinance has been adopted by Council by affirmative vote of two-thirds (four of six) of its members.
- Long-term borrowing for capital improvements will be confined to such improvements and projects that cannot be reasonably financed from current revenues.
- In consideration of bond issue cost, bond issues shall be appropriately sized, preferably not less than \$3 million. Several projects may be grouped together in a single bond issue. However, no single project element should cost less than \$100,000, as lower level expenditures will be included in operating budgets and financed with current revenues.
- Capital improvements that are financed by issuing general obligation bonds, revenue bonds, or other long-term debt, including leasepurchase obligations, will be repaid within a period not to exceed the expected useful life of the improvement.
- Unless required to be credited to a trustee held account by requirements of a trust indenture, it is the accounting policy of the Town to recognize temporary investment earnings on bond proceeds in the General Fund in order to match transfers out to the Debt Service Fund for bond interest expenditures.
- To maintain a predictable debt service burden, the Town will give preference to debt that carries a fixed interest rate. However, consideration may be given to variable rate debt. Conservative estimates will be used in budgeting variable rate debt service interest expenses. Variable rate debt will be limited to no more than 20% of total outstanding debt.

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Formatted: Outline numbered + Level: 3 + Numbering Style: Bullet + Aligned at: 0.33" + Indent at: 0.58" The Town makes use of general obligation and revenue bonds for debt financing normally extending over 20 to 30 years and lease-purchase financing for debt paid over five to 10 years.

- General Obligation Bonds -- General obligation bonds will be used for public improvement projects that have a direct benefit to the citizens of Richlands. General obligation bonds may be used to finance utility projects if doing so is more cost effective than using revenue bonds.
- Revenue Bonds -- The Town uses revenue bonds to finance utility projects when general obligation bonds are not feasible or cost effective.
- Lease-Purchases -- Lease-purchase obligations, bonds, or other debt instruments may be used as a medium-term (4 to 10 years) method of borrowing for the financing of vehicles, specialized equipment, or capital improvements. Assets with a longer useful life may be lease financed if it is determined it is in the Town's best interest. The equipment or improvement must have an expected life of more than five years and cost in excess of \$50,000. Such debt will be paid before expiration of the expected life of the equipment or improvement acquired.

9.4 9.4 Short-Term Debt

The Town's policies regarding fund balance and unrestricted cash reserves are designed to eliminate the need to borrow to meet operating cash flow requirements. However, from time to time, as part of an overall plan to stabilize utility rates and manage its utility business over a multi-year planning period, the Town may borrow on a short-term basis through the issuance of short-term notes or through the procurement of a line of credit. Security for the notes or line of credit may include a pledge of utility revenues on a gross or net basis or the general obligation pledge of the Town. Bond Anticipation Notes (BANs) may be issued for capital related cash purposes to reduce the debt service during the construction period of a project or to provide interim financing. BAN financing is limited to five years or less.

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10. Capitalization

Capital costs are costs incurred on the purchase of land, buildings, construction and equipment to be used in the provision of municipal services. Capital costs do not include labor costs except for labor used for construction. Unlike operating costs, capital costs are one-time expenses, although payment may be spread out, or "capitalized," over many years in financial reports. Capital outlays are budgeted as expenditures during the applicable fiscal year and then as fixed assets in financial statements thereafter.—The threshold for capitalizing capital assets is

\$5,000 for equipment, \$25,000 for capital leases, and \$100,000 for infrastructure and buildings. The threshold for capitalizing capital assets is increased from \$5,000 to \$20,000 for equipment. The thresholds remain \$25,000 for capital leases and \$100,000 for infrastructure and buildings. — Capitalization thresholds are applied to individual, rather than to groups of fixed assets. Fixed asset accounts are not treated as having cash value in governmental accounting.

The following policies apply to the capitalization of fixed assets:

- Capital assets are reported as the sum of the initial invoice cost, the value of any trade-in for equipment items, installation cost excluding in-house labor, and ancillary charges, such as freight and transportation charges, site preparation costs, and professional fees. Interest costs for borrowed funds are capitalized for construction projects only.
- Donated capital assets are valued at their estimated fair market value on the date donated.
- Maintenance, repairs, and minor equipment are charged to operations when incurred and are booked as fixed assets in the event they materially change capacities or extend useful lives of capital assets.
- Depreciation of fixed assets is recorded over applicable useful lives on a straight-line basis.

Upon the sale or retirement of land, buildings, and equipment, the cost and related accumulated depreciation, if applicable, are eliminated from the respective accounts, and any resulting gain or loss is included in current year's operations.

10.1 Intra-departmental Transfers

Department heads are authorized to make transfers between personnel, operating, and capital line items within their department without seeking Town Council approval. These transfers must be reported to the Finance Director and Town Manager and should not result in overspending the department's total budget allocation.

The Town Manager shall have the authority to approve inter-departmental transfers up to a specified limit (to be determined by Town Council). Transfers exceeding this limit will require Town Council approval.

All other capitalization policies remain in effect as previously stated.

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Town departments will take full advantage of state, federal, business, and foundation grants to achieve municipal goals and objectives. The Town Manager will ensure that required matching funds are available before making application for grants and that careful consideration is given to administrative and regulatory requirements, as well as accommodation of ongoing operating costs. Grants that require budget adjustments to authorize increased expenditures are taken to Town Council in the form of proposed budget ordinance amendments.

Appendix

Town of Richlands Funds

Operating Funds

The General Fund — The General Fund is the primary operating fund for government activities. Its most significant sources of funding are general property taxes, other local taxes and transfers from the various utility funds. The most significant expenditures from this fund are for public safety and public works programs including infrastructure maintenance, Parks and Recreation programs and contributions for capital improvements. The accounting records are maintained on a modified accrual basis. The Sanitation Department provides for activities relating to the collection of solid waste. This Department is self-supporting with user fees, which cover the operating and maintenance cost. Enterprise Funds

Utility Funds: The Wastewater, Water, and Electric Funds are all designed to be self-supporting with user fees that cover the expenses for the collection system and treatment facilities and contributions to the General Fund. All use an accrual basis of accounting.

- Wastewater Fund This fund provides accountability for activities relation to the treatment of household, commercial, and industrial wastewater.
- <u>Water Fund</u> This fund provides accountability for activities relating to the treatment and distribution of potable water to residential, commercial, and industrial users.
- <u>Electric Fund</u> This fund provides accountability relating to the purchase of electricity, production of electricity, and operating and maintenance costs. The operating and maintenance costs cover the transmission system and the distribution system.

Special Funds:

- <u>Capital Projects Fund</u> General Government This fund provides accountability for financial resources used for major construction projects relating to general government use. Funding resources include proceeds from the sale of bonds, federal and state grants and transfers from the General Fund. The fund operates on a modified accrual basis of accounting.
- Community Development Fund This fund provides accountability for projects and programs involving Federal funds received through the Community Development Block Grant (CDBG) program. Funding resources include CDBG funds and program income from some of the programs. The fund operates on a modified accrual basis.

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These documents were prepared especially for: TOWN OF RICHLANDS 200 WASHINGTON SQ RICHLANDS, VA 24641

Dealer: CARTER MACHINERY COMPANY, INCORPORATED, D100

Contract Number 001-70164336 Transaction Number: 4793138

Comments:

Date: 12/06/2024 Time: 09:14:11 AM

stomer Executed Documents	Comments
Governmental Lease Document	
Insurance-Liability and Physical Damage	
Advance Payment-(cross out if N/A)	
Guaranty of Payment (cross out if N/A)	
Tax Exemption Certif. (cross out if N/A)	
Title-applied for (cross-out-if-N/A)	
Customer Information Verification	
Any necessary Riders/Amendments	
CVA DOC ADDENDUM TO FINANCE LEASE Doc Gen)	(Multiple CVA offers at
FINAL CVA AT ADDENDUM (Multiple CVA offer	ers at Doc Gen)
FINAL CVA AT QUOTE (Customer Accepted C	CVA before Doc Gen)
Other	
8038G / CG Form	
Request for Minutes	See pages 4-5,
Opinion of Counsel	
Covernmental Resolution to Lease, Purchase	and/or Finance
Covernmental Buyback Agreement (cross-out) Covernmental Buy	
Dealer Executed Documents	Desired the acceptance of the state of the
☐ Purchase Agreement	The second of th
☐ Dealer Invoice	
☐ All Credit Conditions Met	
Analyst to obtain acceptance of any and all chang	
If you have any questions concerning these	documents please call and ask for
Checklist completed and confirmed by:	Print Name: Ronnie Campbell
	Date:

hout Caterpillar Financial Services Corporation's expressed written approval.

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1. PARTIES

LESSOR ("we", "us", or "our"):

LESSEE ("you" or "your"):

CATERPILLAR FINANCIAL SERVICES CORPORATION

2120 West End Avenue Nashville, TN 37203 TOWN OF RICHLANDS 200 WASHINGTON SQ RICHLANDS, VA 24641

In reliance on your selection of the equipment described below (each a "Unit"), we have agreed to acquire and lease the Units to you, subject to the terms of this Agreement. Until this Agreement has been signed by our duly authorized representative, it will constitute an offer by you to enter into this Agreement with us on the terms stated herein.

2. DESCRIPTION OF THE UNITS

DESCRIPTION OF UNITS Whether the Unit is new or used, the model number, the manufacturer, and the model name SERIAL/VIN
Unique ID number for this
Unit

MONTHLY LEASE PAYMENT This is due per period, as stated below in section 3.

FINAL LEASE PAYMENT DELIVERY DATE Enter date machine was delivered to you.

1 New 2025 Caterpillar 926-14 Wheel Loader

K8F01124

SEE ATTACHMENT

\$54,562.30

TERMS AND CONDITIONS

3. Lease Payments; Current Expense You will pay us the lease payments, including the final lease payment set forth above (collectively, the "Lease Payments"). Lease Payments will be paid by you to us according to the attached payment schedule; provided that all amounts owing hereunder will be due by the final lease payment date. A portion of each Lease Payment constitutes interest and the balance of each Lease Payment is payment of principal. The Lease Payments will be due without demand. You will pay the Lease Payments to us at CATERPILLAR FINANCIAL SERVICES CORP., P.O. BOX 13834, NEWARK, NJ 07188-0834 or such other location that we designate in writing. Your obligations, including your obligation to pay the Lease Payments due in any fiscal year, will constitute a current expense of yours for such fiscal year and will not constitute an indebtedness of yours within the meaning of the constitution and laws of the State in which you are located (the "State"). Nothing in this Agreement will constitute a pledge by you of any taxes or other moneys, other than moneys lawfully appropriated from time to time for the payment of the "Payments" (as defined in the last sentence of this Section) owing under this Agreement. You agree that, except as provided in Section 7, your duties and liabilities under this Agreement and any associated documents are absolute and unconditional. Your payment and performance obligations are not subject to cancelation, reduction, or setoff for any reason. You agree to settle all claims, defenses, setoffs, counterclaims and other disputes you may have with the Supplier, the manufacturer of the Unit, or any other third party directly with the Supplier, the manufacturer or the third party, as the case may be. You will not assert, allege or make any such claim, defense, setoff, counterclaim or other dispute against us or with respect to the payments due us under this Agreement. As used in this Agreement, "Payments" will mean the Lease Payments and any other amounts required to be paid by you.

The portion of the Lease Payments constituting principal will bear interest (computed on the basis of actual days elapsed in a 360 day year) at the rate of 5.49% per annum.

- 4. Late Charges If we do not receive a Payment on the date it is due, you will pay to us, on demand, a late payment charge equal to the lesser of five percent (5%) of such Payment or the highest charge allowed by law.
- To secure your obligations under this 5. Security Interest Agreement, you grant us a continuing first priority security interest in each Unit (including any Additional Collateral), including all attachments, accessories and optional features (whether or not installed on such Units) and all substitutions, replacements, additions, and accessions, and the proceeds of all the foregoing, including, but not limited to, proceeds in the form of chattel paper. You authorize the filing of such financing statements and will, at your expense, do any act and execute, acknowledge, deliver, file, register and record any document, which we deem desirable to protect our security interest in each Unit and our rights and benefits under this Agreement. You, at your expense, will protect and defend our security interest in the Units and will keep the Units free and clear of any and all claims, liens, encumbrances and legal processes however and whenever arising.
- 6. Disclaimer of Warranties WE HAVE NOT MADE AND DO NOT MAKE ANY WARRANTY, REPRESENTATION OR COVENANT OF ANY KIND, EXPRESS OR IMPLIED, AS TO THE UNITS. AS TO US, YOUR LEASE AND PURCHASE OF THE UNITS WILL BE ON AN "AS IS" AND "WHERE IS" BASIS AND "WITH ALL FAULTS". Nothing in this Agreement is intended to limit, waive, abridge or otherwise modify any rights, claims, or causes of action that you may have against any person or entity other than us.
- 7. Non-Appropriation You have an immediate need for, and expect to make immediate use of, the Units. This need is not temporary or expected to diminish during the term of this Agreement. To that end, you agree, to the extent permitted by law, to include in your budget for the current and each successive fiscal year during the term of this Agreement, a sufficient amount to permit you to discharge your obligations under this Agreement. Notwithstanding

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any provision of this Agreement to the contrary, we and you agree that, in the event that prior to the commencement of any of your fiscal years you do not have sufficient funds appropriated to make the Payments due under this Agreement for such fiscal year, you will have the option of terminating this Agreement as of the date of the commencement of such fiscal year by giving us sixty (60) days prior written notice of your intent to terminate. No later than the last day of the last fiscal year for which appropriations were made for the Payments (the "Return Date"), you will return to us all of the Units, at your sole expense, in accordance with Section 14, and this Agreement will terminate on the Return Date without penalty or expense to you and you will not be obligated to pay the Lease Payments beyond such fiscal year; provided, that you will pay all Payments for which moneys have been appropriated or are otherwise available; and provided further, that you will pay month-to-month rent at the rate set by us for each month or part of any month that you fail to return the Units.

- 8. Tax Warranty You will, at all times, do and perform all acts and things necessary and within your control to ensure that the interest component of the Lease Payments will, for the purposes of Federal income taxation, be excluded from our gross income. You will not permit or cause your obligations under this Agreement to be guaranteed by the Federal Government or any branch or instrumentality of the Federal Government. You will use the Units for the purpose of performing one or more of your governmental functions consistent with the scope of your authority and not in any trade or business carried on by a person other than you. You will report this Agreement to the Internal Revenue Service by filing Form 8038G, 8038GC or 8038, as applicable. Failure to do so will cause this Agreement to lose its tax exempt status. You agree that if the appropriate form is not filed, the interest rate payable under this Agreement will be raised to the equivalent taxable interest rate. If the use, possession or acquisition of the Units is determined to be subject to taxation, you will pay when due all taxes and governmental charges assessed or levied against or with respect to the Units.
- 9. Assignment You may not, without our prior written consent, by operation of law or otherwise, assign, transfer, pledge, hypothecate or otherwise dispose of your right, title and interest in and to this Agreement and/or the Units and/or grant or assign a security interest in this Agreement and/or the Units, in whole or in part. We may not transfer, sell, assign, pledge, hypothecate, or otherwise dispose of our right, title and interest in and to this Agreement and/or the Units and/or grant or assign a security interest in this Agreement and/or the Units, in whole or in part.
- 10. Indemnity To the extent permitted by law, you assume liability for, agree to and do indemnify, protect and hold harmless us and our employees, officers, directors and agents from and against any and all liabilities, obligations, losses, damages, injuries, claims, demands, penalties, actions, costs and expenses (including reasonable attorney's fees), of whatsoever kind and nature, arising out of the use, condition (including, but not limited to, latent and other defects and whether or not discoverable by you or us), operation, ownership, selection, delivery, storage, leasing or return of any item of Units, regardless of where, how and by whom operated, or any failure on your part to accept the Units or otherwise to perform or comply with any conditions of this Agreement.
- 11. 11. Insurance; Loss and Damage You bear the entire risk of loss, theft, destruction or damage to the Units from any cause whatsoever. No loss, theft, destruction or damage of the Units will relieve you of the obligation to make Lease Payments or to perform any obligation owing under this Agreement. You agree to keep the Units insured to protect all of our interests, at your expense, for

- such risks, in such amounts, in such forms and with such companies as we may require, including but not limited to fire and extended coverage insurance, explosion and collision coverage, and personal liability and property damage liability insurance. Any insurance policies relating to loss or damage to the Units will name us as loss payee as our interests may appear and the proceeds may be applied toward the replacement or repair of the Units or the satisfaction of the Payments due under this Agreement. You agree to use, operate and maintain the Units in accordance with all laws, regulations and ordinances and in accordance with the provision of any policies of insurance covering the Units, and will not rent the Units or permit the Units to be used by anyone other than you. You agree to keep the Units in good repair, working order and condition and house the Units in suitable shelter, and to permit us or our assigns to inspect the Units at any time and to otherwise protect our interests in the Units. If any Unit is customarily covered by a maintenance agreement, you will furnish us with a maintenance agreement by a party acceptable to us.
- 12. Default; Remedies An "Event of Default" will occur if (a) you fail to pay any Payment when due and such failure continues for ten (10) days after the due date for such Payment or (b) you fail to perform or observe any other covenant, condition, or agreement to be performed or observed by you under this Agreement and such failure is not cured within twenty (20) days after written notice of such failure from us. Upon an Event of Default, we will have all rights and remedies available under applicable law. In addition, we may declare all Lease Payments due or to become due during the fiscal year in which the Event of Default occurs to be immediately due and payable by you and/or we may repossess the Units by giving you written notice to deliver the Units to us in the manner provided in Section 14, or in the event you fail to do so within ten (10) days after receipt of such notice, and subject to all applicable laws, we may enter upon your premises and take possession of the Units. Further, if we financed your obligations under any extended warranty agreement such as an Equipment Protection Plan, Extended Service Contract, Extended Warranty, Customer Service Agreement, Total Maintenance and Repair Agreement or similar agreement, we may cancel such extended warranty agreement on your behalf and receive the refund of the extended warranty agreement fees that we financed but had not received from you as of the date of the Event of Default.
- 13. Miscellaneous This Agreement may not be modified, amended, altered or changed except by a written agreement signed by you and us. In the event any provision of this Agreement is found invalid or unenforceable, the remaining provisions will remain in full force and effect. This Agreement, together with exhibits, constitutes the entire agreement between you and us and supersedes all prior and agreements. understandings, contemporaneous writings, solicitations, documents and representations, expressed or implied. Any terms and conditions of any purchase order or other documents submitted by you in connection with this Agreement which are in addition to or inconsistent with the terms and conditions of this Agreement will not be binding on us and will not apply to this Agreement. You agree that we may correct patent errors in this Agreement and fill in blanks including, for example, correcting or filling in serial numbers, VIN numbers, and dates. Any notices required to be given under this Agreement will be given to the parties in writing and by certified mail at the address provided in this Agreement, or to such other addresses as each party may substitute by notice to the other, which notice will be effective upon its receipt.
- 14. Title; Return of Units Notwithstanding our designation as "Lessor," we do not own the Units. Legal title to the Units will be in you so long as an Event of Default has not occurred, and you have not exercised your right of non-appropriation. If an Event of Default

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occurs or if you non-appropriate, full and unencumbered title to the Units will pass to us without the necessity of further action by the parties, and you will have no further interest in the Units. If we are entitled to obtain possession of any Units or if you are obligated at any time to return any Units, then (a) title to the Units will vest in us immediately, and (b) you will, at your expense, promptly deliver the Unit to us properly protected and in the condition required by Section 11. You will deliver the Unit, at our option, (i) to the nearest Caterpillar dealer selling equipment of the same type as the Unit; or (ii) on board a carrier named by us and shipping the Unit, freight collect, to a destination designated by us. If the Unit is not in the condition required by Section 11, you must pay us, on demand, all costs and expenses incurred by us to bring the Unit into the required condition. Until the Units are returned as required above, all terms of this Agreement will remain in full force and effect including, without limitation, your obligation to pay Lease Payments and to insure the Units.

- 15. Other Documents In connection with the execution of this Agreement, you will cause to be delivered to us (i) either (A) a certified copy of your authorizing resolution substantially in the form attached as Attachment B and a copy of the minutes of the relevant meeting or (B) an opinion of your counsel substantially in the form attached as Attachment C; (ii) a copy of the signed Form filed with the Internal Revenue Service required in Section 8 above as Attachment D; and (iii) any other documents or items required by us.
- 16. Applicable Law This Agreement will be governed by the laws, excluding the laws relating to the choice of law, of the State in which you are located.

SIGNATURES			
LESSOR	CATERPILLAR FINANCIAL SERVICES CORPORATION	LESSEE	TOWN OF RICHLANDS
Signature		Signature	Ronnie Campbell Ronnie Campbell
Name (Print)		Name (Print)	
Title		Title	Firence Director
Date		Date	



GOVERNMENTAL ENTITY RESOLUTION TO LEASE, PURCHASE AND/OR FINANCE

WHEREAS, the laws of the State of Virginia (the "State") authorize TOWN OF RICHLANDS (the "Governmental Entity"), a duly organized political subdivision, municipal corporation or similar public entity of the State, to purchase, acquire and lease personal property for the benefit of the Governmental Entity and its inhabitants and to enter into any necessary contracts; and

the Governmental Entity wants to lease, purchase and/or finance equipment ("Equipment") from Caterpillar Financial Services Corporation and/or an authorized Caterpillar dealer ("Caterpillar") by entering into that certain Governmental Equipment Lease-Purchase Agreement (the "Agreement") with Caterpillar; and

the form of the Agreement has been presented to the governing body of the Governmental Entity at this meeting.

RESOLVED, that: (i) the Agreement, including all schedules and exhibits attached to the Agreement, is approved in substantially the form presented at the meeting, with any Approved Changes (as defined below), (ii) the Governmental Entity enter into the Agreement with Caterpillar and (iii) the Agreement is adopted as a binding obligation of the Governmental Entity; and

that changes may later be made to the Agreement if the changes are approved by the Governmental Entity's counsel or members of the governing body of the Governmental Entity signing the Agreement (the "Approved Changes") and that the signing of the Agreement and any related documents is conclusive evidence of the approval of the changes; and

that the persons listed below, who are the incumbent officers of the Governmental Entity (the "Authorized Persons"):

[PLEASE INSERT NAME AND TITLE OF EACH AUTHORIZED PERSON BELOW]

Name (Print or Type)	Title (Print or Type)
Jason May	Town Manager
Ronnie Campbell	Finance Director
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be, and each is, authorized, directed and empowered, on behalf of the Governmental Entity, to (i) sign and deliver to Caterpillar, and its successors and assigns, the Agreement and any related documents, and (ii) take or cause to be taken all actions he/she deems necessary or advisable to acquire the Equipment, including the signing and delivery of the Agreement and related documents; and

that the signatory below is authorized to attest to these resolutions and affix the seal of the Governmental Entity to the Agreement, these resolutions, and any related documents; and

that nothing in these resolutions, the Agreement or any other document imposes a pecuniary liability or charge upon the general credit of the Governmental Entity or against its taxing power, except to the extent that the payments payable under the Agreement are special limited obligations of the Governmental Entity as provided in the Agreement; and

that a breach of these resolutions, the Agreement or any related document will not impose any pecuniary liability upon the Governmental Entity or any charge upon its general credit or against its taxing power, except to the extent that the payments payable under the Agreement are special limited obligations of the Governmental Entity as provided in the Agreement; and

that the authority granted by these resolutions will apply equally and with the same effect to the successors in office of the Authorized Persons.

I, Romie Cumphell Finance Dir. of TOWN OF RICHLANDS, certify that the resolutions above are a full, true and correct copy of resolutions of the governing body of the Governmental Entity. I also certify that the resolutions were duly and regularly passed and adopted at a meeting of the governing body of the Governmental Entity. I also certify that such meeting was duly and regularly called and held in all respects as required by law, at the Governmental Entity's office. I also certify that at such meeting, a majority of the governing body of the Governmental Entity was present and voted in favor of these resolutions.

I also certify that these resolutions are still in full force and effect and have not been amended or revoked.

IN WITNESS of these resolutions, the signatory named below executes this document on behalf of the Governmental Entity.

OLONATURE IT I I I would be out beginned individual		
SIGNATURE [To be signed by authorized individ		12 · C. 1110
	Signature	Romie Cangolll
	Title	Finance Director
	Date	

Purchase Agreement Contract Number 001-70164336



This Purchase Agreement is between **CARTER MACHINERY COMPANY**, **INCORPORATED** ("Vendor") and **Caterpillar Financial Services Corporation** ("Cat Financial"). Vendor agrees to sell to Cat Financial and Cat Financial agrees to buy from Vendor the equipment described below (the "Unit(s)"), subject to the terms and conditions set forth below and on the reverse side hereof.

<u>Description of Unit(s)</u> (1) 926-14 CATERPILLAR Wheel Loader	<u>Serial#</u> K8E01124	<u>VIN #</u>	Freight \$0.00	<u>Total Price</u> \$213,743.00
Lessee: TOWN OF RICHLANDS 200 WASHINGTON SQ RICHLANDS, VA 24641	Subtotal Federal Excis Other Tax Total Purchas Unit(s) Delive 200 WASHIN RICHLANDS,	se Price ry Point: GTON SQ		\$213,743.00 \$0.00 \$0.00 \$213,743.00

See next page for additional terms and conditions.

SIGNATURES	
CATERPILLAR FINANCIAL SERVICES CORPORATION	CARTER MACHINERY COMPANY, INCORPORATED
Signature	Signature
Name (Print)	Name (Print)
Title	Title
Date	Date

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Additional Terms and Conditions Contract Number 001-70164336



- 1. The lessee named on the front hereof (the "Lessee") has selected the Unit(s), instructed Cat Financial to purchase the Unit(s) from Vendor, and agreed to lease the Unit(s) from Cat Financial.
- 2. Cat Financial (or its assignee) will have no obligation hereunder (and any sums previously paid by Cat Financial to Vendor with respect to the Unit(s) shall be promptly refunded to Cat Financial) unless (a) all of the conditions set forth in Section 1.3 (if a master lease agreement) or Section 1 (if a non-master lease agreement) of the lease with the Lessee covering the Unit(s) have been timely fulfilled and (b) the Lessee has not communicated to Cat Financial (or its assignee), prior to "Delivery" (as hereinafter defined) of the Unit(s), an intent not to lease the Unit(s) from Cat Financial. All conditions specified in this paragraph shall be deemed timely fulfilled unless prior to Delivery of the Unit(s), Cat Financial (or its assignee) shall notify Vendor to the contrary in writing. which shall include fax or email. "Delivery" shall mean the later of the time (a) Cat Financial executes this Purchase Agreement or (b) the Lessee or its agent takes control and/or physical possession of the Unit(s).
- 3. Upon timely satisfaction of the conditions specified in Paragraph 2 above, ownership, title and risk of loss to the Unit(s) shall transfer to Cat Financial (or its assignee) upon Delivery of the Unit(s).
- 4. Vendor warrants that (a) upon Delivery of the Unit(s), Cat Financial (or its assignee) will be the owner of and have absolute title to the Unit(s) free and clear of all claims, liens, security interests and encumbrances and the description of the Unit(s) set forth herein is correct and (b) the Unit Transaction Price set forth on the front hereof for each unit of Unit(s) leased under a lease is equal to such Unit(s)'s fair market value.
- Vendor shall forever warrant and defend the sale of the Unit(s) to Cat Financial (or its assignee), its successors and assigns, against any person claiming an interest in the Unit(s).
- 6. Provided that no event of default exists under any agreement between Lessee and Cat Financial and upon timely satisfaction of the conditions specified in Paragraph 2 above, and unless otherwise agreed to in this Purchase Agreement, Cat Financial (or its assignee) shall pay Vendor the total Purchase Price set forth on the front hereof for the Unit(s) within three business days following (a) the receipt and approval by Cat Financial of all documentation deemed necessary by Cat Financial in connection with the lease transaction and (b) all credit conditions have been satisfied.
- 7. Vendor shall deliver the Unit(s) to the Lessee at the delivery point set forth on the front hereof.
- 8. This Purchase Agreement may be assigned by Cat Financial to a third party. Vendor hereby consents to any such assignment.
- 9. This Purchase Agreement shall become effective only upon execution by Cat Financial.

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1. PARTIES

LESSOR

LESSEE

CATERPILLAR FINANCIAL SERVICES CORPORATION

TOWN OF RICHLANDS

2. PAYMENT SCHEDULE

PAYMENT NUMBER	PAYMENT DATE	PAYMENT AMOUNT
1 - 36	15t of Month	\$2,500.00
37 - 60	1st of month	\$4,674.17
61	18t of Month	\$54,562.30

SIGNATURES

CATERPILLAR FINANCIAL SERVICES CORPORATIO	ON TOWN OF RICHLANDS
Signature	Signature Rennie Campbell
Name (Print)	Name (Print) Ronnie Campbell
Title	Title Finance Director
Date	Date

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Opinion of Counsel



Re: Governmental Equipment Lease-Purchase Agreement (Contract Number 001-70164336) (the "Lease") Between TOWN OF RICHLANDS ("Lessee") and Caterpillar Financial Services Corporation ("Lessor")

Sir/Madam:

I am an attorney for Lessee, and in that capacity, I am familiar with the above-referenced transaction, the Lease, and all other documents pertaining to the Lease (the Lease and such other documents pertaining to the Lease being referred to as the "Lease Agreements").

Based on my examination of these and such other documents, records and papers and matters of fact and laws as I deemed to be relevant and necessary as the basis for my opinion set forth below, upon which opinion Lessor and any subsequent assignee of Lessor's interest may rely, it is my opinion that:

- 1. Lessee is a fully constituted political subdivision or agency duly organized and existing under the Constitution and laws of the State of Virginia (the "State"), and is authorized by such Constitution and laws (i) to enter into the transaction contemplated by the Lease Agreements and (ii) to carry out its obligations thereunder.
- The Lease Agreements (i) have been duly authorized, executed and delivered by Lessee and (ii) constitute valid, legal and binding obligations and agreements of Lessee, enforceable against Lessee in accordance with their terms, assuming due authorization and execution thereof by Lessor.
- 3. No further approval, license, consent, authorization or withholding of objections is required from any federal, state or local governmental authority with respect to the entering into or performance by Lessee of the Lease Agreements and the transactions contemplated by the Lease Agreements.
- 4. Lessee has sufficient appropriations or other funds available to pay all amounts due under the Lease Agreements for the current fiscal year.
- 5. The interest payable to Lessor by Lessee under the Lease Agreements is exempt from federal income taxation pursuant to Section 103 of the Internal Revenue Code of 1986, as amended.
- 6. The entering into and performance of the Lease Agreements will not (i) conflict with, or constitute a breach or violation of, any judgment, consent decree, order, law, regulation, bond, indenture or lease applicable to Lessee, or (ii) result in any breach of, or constitute a default under, or result in the creation of, any lien, charge, security interest or other encumbrance upon any assets of Lessee or the Units (as defined in the Lease) pursuant to any indenture, mortgage, deed of trust, bank loan, credit agreement or other instrument to which Lessee is a party, or by which it or its assets may be bound.
- 7. No litigation or proceeding is pending or, to the best of my knowledge, threatened to, or which may, (a) restrain or enjoin the execution, delivery or performance by Lessee of the Lease Agreements, (b) in any way contest the validity of the Lease Agreements, (c) contest or question (i) the creation or existence of Lessee or its governing body or (ii) the authority or ability of Lessee to execute or deliver the Lease Agreements or to comply with or perform its obligations under the Lease Agreements. There is no litigation or proceeding pending or, to the best of my knowledge, threatened that seeks to or could restrain or enjoin Lessee from annually appropriating sufficient funds to pay the Lease Payments (as defined in the Lease) or other amounts contemplated by the Lease Agreements. In addition, I am not aware of any facts or circumstances which would give rise to any litigation or proceeding described in this paragraph.
- 8. The Units are personal property and, when subjected to use by Lessee, will not be or become fixtures under the laws of the State.
- The authorization, approval and execution of the Lease Agreements, and all other proceedings related to the transactions contemplated by the Lease Agreements, have been performed in accordance with all applicable open meeting, public records, public bidding and all other applicable laws, rules and regulations of the State.
- 10. The appropriation of moneys to pay the Lease Payments coming due under the Lease and any other amounts contemplated by the Lease Agreements does not and will not result in the violation of any constitutional, statutory or other limitation relating to the manner, form or amount of indebtedness which may be incurred by Lessee.
- 11. The Lessor will have a perfected security interest in the Units upon the filing of an executed UCC-1 or other financing statement at the time of acceptance of the Units with the Secretary of State for the State.

SIGNATURE				The state of the s	
TOWN OF RICHL	ANDS				
Name(Print):			Date:	 	
Signature:		***************************************	Address:	 	
Title:				 	

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CATERPILLAR INSURANCE COMPANY (CIC) SELECTION FORM





Before financing your equipment, you must arrange physical damage insurance on the equipment identified below. The insurance may be provided through an insurance agent or insurance company of your choice, provided the insurance company satisfies minimum financial requirements.

As an alternative to obtaining your own insurance, you may elect to have your equipment insured under coverage arranged by Caterpillar Insurance Services Corporation, that has been designed specifically for the purchasers of Cat® equipment.

Please complete this form if you elect to insure your equipment with Caterpillar Insurance Company (CIC).

CIC Physical Damage Insurance Policy Summary

Please note: This is only a brief description of the CIC Physical Damage Insurance Program. Contractual provisions contained in the policy will govern.

Coverage

CIC Physical Damage Insurance protects your equipment against physical damage losses, including collision, fire, theft, vandalism, upset or overturn, floods, sinking, earthquakes and other unfortunate acts of nature. The protection has been designed for owners of heavy equipment and provides superior benefits you most likely would not find in other plans.

The CIC Physical Damage Insurance does include normal exclusions. Some important exclusions are wear and tear, rust, loss of income, war, nuclear damage, and mechanical breakdown, automobiles, watercraft, waterborne shipments, tires or tubes or mobile track belts damaged by blow-out, puncture, and road damage.

When a covered loss occurs, this plan will pay for Cat® replacement parts on all your new or used Caterpillar equipment.On all equipment from other manufacturers, the plan will pay for comparable replacement parts.

Your CIC plan will pay for round-trip transportation of covered damaged equipment to and from your Cat dealer's repair facility, up to \$2,500 limit.

Rental Reimbursement

The plan allows for rental costs up to \$2,500 that you incur to rent similar equipment following a covered loss. You are automatically protected with up to \$100,000 of coverage for damage to the similar equipment you rent.

Claims

In the event of a total loss, the policy will pay the greatest of the following:

- The payoff value of the loan on the damaged parts or equipment as of the date of loss or
- The actual cash value of that covered property; or
- The cost of replacing that property with property of like kind and quality

The policy will pay 10% of scheduled loss, up to a \$10,000 maximum for debris removal.

The policy will pay fire department service fees up to \$5,000.

\$1,000 Construction and Agricultural Equipment Deductibles:

\$5,000 deductible all logging Equipment

Customer Service

If you have any questions or need additional details, see your Authorized Cat Dealer or call CIC toll free at 1-800-248-4228. You may also e-mail CIC at physicaldamage@cat.com

POLICYHOLDER DISCLOSURE

NOTICE OF TERRORISM RISK INSURANCE ACT OF 2002

(as extended by the Terrorism Risk Insurance Extension Act of 2005, and as amended in 2007)

You are hereby notified that under the Terrorism Risk Insurance Act, as amended in 2007, the definition of act of terrorism has changed. As defined in Section 102(1) of the Act: The term "act of terrorism" means any act that is certified by the Secretary of the Treasury - in concurrence with the Secretary of State, and the Attorney General of the United States - to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

Under your coverage, any losses resulting from certified acts of terrorism may be partially reimbursed by the United States Government under a formula established by the Terrorism Risk Insurance Act, as amended in 2007. However, your policy may contain other exclusions, which might affect your coverage, such as an exclusion for nuclear events. Under the formula, the United States Government generally reimburses 85% of covered terrorism losses exceeding the statutorily established deductible paid by the insurance company providing the coverage. The Terrorism Risk Insurance Act, as amended, contains a \$100 billion cap that limits U.S. Government reimbursement as well as insurers' liability for losses resulting from certified acts of terrorism when the amount of such losses exceeds \$100 billion in any one calendar year. If the aggregate insured losses for all insurers exceed \$100 billion, your coverage may be reduced. The portion of your premium that is attributable to coverage for terrorist acts certified under the Act is: \$ 0.00

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PPLICATIO	N FOR CIC PHYSICAL	DAMAGE II	NSURANCE			
Model #	Equipment Description		VIN	Value Including Total Tax	Pymt Method-3 Total Premium	Pymt Method-1 Finance Pymt
1. 926-14	Caterpillar Wheel Loader	K8E01124		\$213,743.00	\$10,390.00	\$198.41

Marcha Blavdell

Marsha Blaisdell, Authorized Insurance Producer

arrangeu by	y Caterpi	liai insurance dervices derperation
understand t equipment val	that the to lue of \$213	otal insurance premium for 60 months will be \$10,390.00, which is \$2078.00 per year based upon the total 3,743.00.
Method 1		I will finance the insurance premium, including finance charges, of \$198.41 per scheduled equipment payment. The finance charge is calculated at 5.49% per annum on the total insurance premium covering the full term of the finance agreement. By choosing Method 1 and signing this document you are agreeing to finance the insurance along with the equipment payments with Caterpillar Financial Services Corporation.
Method 2		I desire coverage for an initial 12 month term. I will pay the \$2078.00 premium and return the payment with the signed equipment documents. Please make check payable to CIC.
Method 3		I will pay the total premium and return the payment with the signed equipment documents. Please make check payable to CIC.
Method 4	X	I decline Caterpillar Insurance. I elect to obtain my own commercial insurance on the equipment shown from an agent or insurance company of my choice.
accordance v notice.	with the te	uote I receive is not a binder of insurance. If I elect to obtain coverage from CIC, coverage will be effective in rms and conditions of the issued Policy and that I may terminate the coverage at any time with advance written
Rick Incuran	ce Eytens	ave been notified that, under the TERRORISM RISK INSURANCE ACT of 2002 (as extended by the Terrorism ion Act of 2005), any losses caused by certified acts of terrorism under my policy will result in coverage under artially reimbursed by the United States as outlined in the attached policyholder disclosure notification.
I also acknov compensatio		ave been advised that, if I accept this insurance, an appointed licensed insurance producer will receive commission
Customer Na Dealer Name	ame: TOW e: CAR	IN OF RICHLANDS TER MACHINERY COMPANY, INCORPORATED
Please note:	: If you wo	uld like a no obligation quote on your additional equipment, call 1-800-248-4228 extension 5754.
Accepted By:	:	Romie Comptell Name (PRINT): Ronnie Campbell Finance Director Date:
Title:		Finance Director Date:

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Fraud Warning:

Applicable in AL, AR, DC, LA, MD, NM, RI and WV: Any person who knowingly (or willfully)* presents a false or fraudulent claim for payment of a loss or benefit or knowingly (or willfully)* presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison. *Applies in MD Only.

Applicable in CO: It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.

Applicable in FL and OK: Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony (of the third degree)*. *Applies in FL Only.

Applicable in KS: Any person who, knowingly and with intent to defraud, presents, causes to be presented or prepares with knowledge or belief that it will be presented to or by an insurer, purported insurer, broker or any agent thereof, any written statement as part of, or in support of, an application for the issuance of, or the rating of an insurance policy for personal or commercial insurance, or a claim for payment or other benefit pursuant to an insurance policy for commercial or personal insurance which such person knows to contain materially false information concerning any fact material thereto; or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act.

Applicable in KY, NY, OH and PA: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties (not to exceed five thousand dollars and the stated value of the claim for each such violation)*. *Applies in NY Only.

Applicable in ME, TN, VA and WA: It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties (may)* include imprisonment, fines and denial of insurance benefits. *Applies in ME Only.

Applicable in NJ: Any person who includes any false or misleading information on an application for an insurance policy is subject to criminal and civil penalties.

Applicable in OR: Any person who knowingly and with intent to defraud or solicit another to defraud the insurer by submitting an application containing a false statement as to any material fact may be violating state law.

Applicable in PR: Any person who knowingly and with the intention of defrauding presents false information in an insurance application, or presents, helps, or causes the presentation of a fraudulent claim for the payment of a loss or any other benefit, or presents more than one claim for the same damage or loss, shall incur a felony and, upon conviction, shall be sanctioned for each violation by a fine of not less than five thousand dollars (\$5,000) and not more than ten thousand dollars (\$10,000), or a fixed term of imprisonment for three (3) years, or both penalties. Should aggravating circumstances [be] present, the penalty thus established may be increased to a maximum of five (5) years, if extenuating circumstances are present, it may be reduced to a minimum of two (2) years.

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INSURANCE SELECTION FORM-OUTSIDE INSURANCE CARRIER



Before funding your equipment, you must arrange physical damage insurance on the equipment identified below. The insurance may be provided through an insurance agent or insurance company of your choice, provided the insurance company satisfies minimum financial requirements.

Physical Damage coverage must show that Caterpillar Financial Services Corporation has been named as loss payee for the equipment's replacement value. The deductible must be shown. Liability Coverage must be a minimum of \$1,000,000 or combined coverage for bodily injury and property damage per occurrence. Caterpillar Financial Services Corporation must be named as additional insured.

As an alternative to obtaining your own Physical Damage coverage, you may elect to have your equipment insured under coverage arranged by Caterpillar Financial Services Corporation designed specifically for the purchasers of Caterpillar equipment. If a quote is not included in your document package, please contact your Caterpillar Dealer, call 1-800-248-4228, or e-mail PhysicalDamage@cat.com.

Please complete this form to provide contact information for your liability coverage, as well as your physical damage coverage if you did not elect Caterpillar Insurance for physical damage.

Transaction Number:

001-70164336 Dealer Name:

CARTER MACHINERY COMPANY, INCORPORATED

Lisa Schenk Insurance Agent's Name

Customer's Name: Address:

TOWN OF RICHLANDS

200 WASHINGTON SQ RICHLANDS, VA 24641

I have entered into the above agreement under which I am responsible for providing insurance against ALL RISKS of direct physical loss or damage for the actual cash value of the following equipment, subject to common exclusions such as damage caused by corrosion, rust, mechanical or electrical breakdown, etc.

mecnanicai or ei	nical or electrical breakdown, etc.						
Model #	Equipment Description	<u>Serial #</u>	<u>VIN#</u>	<u>Value Including Tax</u>			
1. 926-14	2025 Caterpillar Wheel Loader	K8E01124		\$213,743.00			

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φ,				
Street Addr	t .	i /Å	2200	
G-1	en Allen	VA State	<u> </u>	
City	1 024 120		ican al a	vrsa.u
804	1-237-7332	804-273-056 Fax Number	E-mail Address	V/ 5 00 700,
Agent's Pho	one Number	rax Number	E-Mail / Ida 1000	
TO CUSTOMER'S	INSURANCE AGENT			
hereby instruct yo Additional Insured	ou to add Caterpillar Financial S for general liability:	Services Corporation as a Los	ss Payee for physical damage and a	s an
[]To my e	existing policy number(s)		, which now provide the covera	ge required, or
[] To a po	licy or policies which you are autl	norized to issue in the name list	ted above which will provide the covera	age required.
Signature	Ronnie Cany	boll		
Name(Print)	Ronnie Can	nphell		
Title	Finance Di	rector		
Date	12/20/	24		

PROCESSING OF THIS TRANSACTION MAY BE HELD PENDING RECEIPT OF THIS INFORMATION

PLEASE FORWARD A COPY OF THE CERTIFICATE OR BINDER EVIDENCING COVERAGE TO: CATERPILLAR FINANCIAL SERVICES CORPORATION 2120 West End Avenue Nashville, TN 37203

PLEASE ATTACH A COPY OF THIS NOTICE TO PROOF OF INSURANCE



CERTIFICATE OF COVERAGE Rev. 07/07/05 Producer: This Certificate is issued as a matter of information only and confers no rights upon the Certificate Holder. This Certificate does not amend, extend or alter the VIRGINIA RISK SHARING ASSOCIATION Membership Agreement afforded by the policies below, nor guarantees the solvency P.O. Box 3239, Glen Allen, VA 23058 of Virginia Risk Sharing Association 1-800-963-6800 (Phone); 1-804-968-4662 (Fax) COMPANIES AFFORDING COVERAGE www.vrsa.us Named Insured: Virginia Risk Sharing Association Town of Richlands 200 Washington Square Richlands, Virginia 24641

COVERAGES

This is to certify that the coverage listed below has been issued to the Member 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 coverage afforded by the policies described herein is subject to all the terms, exclusions and conditions of the Member Agreement and the policy forms. Limits shown may have been reduced by paid claims.

Type of Coverage	Policy Number	Effective Date	Expiration Date	Limits	
General Liability	P-2024-2025-VRSA-0549-1	7/1/2024	7/1/2025	Each Occurrence	\$1,000,000
Damage to Premises Rented to You	1203-1-1-1-1-1-1-1-1		23	Any One Fire	\$1,000,000
Medical Payments				Any One Person	\$10,000
Excess Liability	P-2024-2025-VRSA-0549-1	7/1/2024	7/1/2025	Each Occurrence.	\$2,000,000
Inland Marine - Misc. Equipment	P-2024-2025-VRSA-0549-1	7/1/2024	7/1/2025	Limit	\$2,047,981
mand marine - miss. Equipment				Deductible	\$250

Description of Operations/Locations/Vehicles/Special Items Evidence of coverage as respects 2025 Caterpillar Wheel Loader, Model 926-14; #K8E01124,

CERTIFICATE HOLDER

Caterpillar Financial Services Corporation 2120 West End Avenue Nashville, Tennessee 37203

CANCELLATION: Should the above described Member Agreement be cancelled before the expiration date thereof, the Virginia Risk Sharing Association will endeavor to mail written notice within 30 days to the Certificate Holder named to the left, but failure to mail such notice shall impose no obligation of any kind upon the Virginia Risk Sharing Association, its agents or representatives.

Ву:

Ann Chandler Date: December 23, 2024

ne G Chandler

THIS ENDORSEMENT CHANGES THE COVERAGE DOCUMENT. PLEASE READ IT CAREFULLY.

AMENDATORY ENDORSEMENT - ADDITIONAL INSURED

This endorsement modifies coverage provided under the following:

GENERAL LIABILITY COVERAGE FORM

It is agreed that:

The "Who Is A Covered Person" provision is amended to include as a covered person

- 1. The person or organization named below but only with respect to liability arising out of operations performed by or on behalf of the named member or entity.
- 2. The applicable limit of the Pool's liability for the coverage afforded under this endorsement forming a part of this coverage document shall be reduced by any amount paid as damages, or any attorney' fees or other expenses associated herewith, under this endorsement on behalf of the person or organization named below.

Caterpillar Financial Services Corporation Evidence of coverage as respects 2025 Caterpillar Wheel Loader, Model 926-14; #K8E01124,.

NAMED MEMBEROR ENTITY: T

Town of Richlands

PROPERTY

THIS ENDORSEMENT CHANGES THE COVERAGE DOCUMENT. PLEASE READ IT CAREFULLY.

LOSS PAYABLE PROVISIONS

This endorsement modifies coverage provided under the following:

Member Name:

Town of Richlands

Effective Date:

7/1/2024

Expiration Date:

7/1/2025

SCHEDULE

Provisions Applicable

Prem . No.	Bldg. No.	Description of Property	Loss Payee (Name and Address)	Loss Payable	Lender's Loss Payable	Contract of Sale
		2025 Caterpillar Wheel Loader, Model 926-14; #K8E01124 , Virginia	Caterpillar Financial Services Corporation 2120 West End Avenue Nashville, Tennessee 37203		X	

A. LOSS PAYABLE

For Covered Property in which both you and a Loss Payee shown in the Schedule or in the Declarations have an insurable interest, we will:

- 1. Adjust losses with you; and
- 2. Pay any claim for loss damage jointly to you and the Loss Payee, as interests may appear.

B. LENDER'S LOSS PAYABLE

- 1. The Loss Payee shown in the Schedule or in the Declarations is a creditor, including a mortgageholder or trustee, whose interest in Covered Property is established by such written instruments as:
 - a. Warehouse receipts;
 - b. A contract for deed;
 - c. Bill of lading;
 - d. Financing statements; or
 - e. Mortgages, deeds of trust or security agreements.
- 2. For Covered Property in which both you and a Loss Payee have an insurable interest:
 - We will pay for covered loss or damage to each Loss Payee in their order of precedence, as interests may appear.
 - The Loss Payee has the right to receive loss payment even if the Loss Payee has started foreclosure or similar action on the Covered Property.
 - c. If we deny your claim because of your acts or because you have failed to comply with the terms of the Coverage Part, the Loss Payee will still have the right to receive loss payment if the Loss Payee:
 - Pays any premium due under this Coverage Part at our request if you have failed to do so;
 - (2) Submits a signed, sworn proof of loss within 60 days after

- receiving notice from us of your failure to do so; and
- (3) Has notified us of any change in ownership, occupancy or substantial change in risk known to the Loss Payee.

 All of the terms of this Coverage

Part will then apply directly to the Loss Payee.

- d. If we pay the Loss Payee for any loss or damage and deny payment to you because of your acts or because you have failed to comply with the terms of this Coverage Part:
 - (1) The Loss Payee's rights will be transferred to us to the extent of the amount we pay; and
 - (2) The Loss Payee's rights to recover the full amount of the Loss Payee's claim will not be impaired.
 At our option, we may pay to the Loss Payee the whole principal on the debt plus any accrued interest. In this event, you will pay your remaining debt to us.
- 3. If we cancel this policy, we will five written notice to the Loss Payee at least:
 - a. 10 days before the effective date of cancellation if we cancel for your nonpayment of premium; or
 - b. 10 days before the effective date of cancellation if we cancel for your nonpayment of premium; or
- 4. If we elect not to renew this policy, we will give written notice to the Loss Payee at least 10 days before the expiration date of this coverage document.

A. CONTRACT OF SALE

- 1. The Loss Payee shown in the Schedule or in the Declarations is a person or organization you have entered a contract with for the sale of Covered Property.
- 2. For Covered Property in which both you and the Loss Payee have an insurable interest we will:
 - a. Adjust losses with you; and
 - b. Pay any claim for loss or damage jointly to you and the Loss Payee, as interests may appear.
- 3. The following is added to the OTHER INSURANCE Condition: For Covered Property that is the subject of a contract of sale, the word "you" includes the Loss Payee.

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CUSTOMER INFORMATION VERIFICATION Contract Number 001-70164336



CUSTOMER INFO	RMATION			CHANGES TO CL	JSTOMER INFO	DRMATION
Customer Name:	TOWN OF RICHLANDS					
Physical Address:	200 WASHINGTON SQ					
	RICHLANDS, VA, 24641					
Mailing Address:	200 WASHINGTON SQ					
	RICHLANDS, VA, 24641					
Equipment Location:	200 WASHINGTON SQ					
Business Phone:	RICHLANDS, VA, 24641 2769642566					
Mobile Phone: E-mail Address:	ACCOMUNTSPAYABLE@R	CICHLANDS-VA.GC	OV	See Con	rection,	
	The changes abo	ove apply to:	Current Requ	est for financing	☐ All active c	ontracts
TAX INFORMATION						
Tax Exempt** Asset outside the	Non-Exempt City limits Yes No	_	customer. If tax exemp	emption Certificate you are tax exem tion certificate	pt – please encl	ose a current
	RMATION (Checking Accou		documents.			
I request an under the cor collected fundanother debit rights relating including any nonpayment.	to Pay authorization at this time of authorize Caterpillar Finance tract(s) indicated below, with deads to pay the debit when presend in substitution for the dishonore of the each debit will be the same of applicable late fees, if any defined I acknowledge that I may cancel receipt; however, my cancell understand that Cat Financials in respect of all debits drawn understand the standard traction at the cateron authorized to the provided that the cateron authorized that I may cancell understand that Cat Financials in respect of all debits drawn understand that cateron authorized that the cateron authorized the cateron authorized that the cateron authorized that the cateron authorized that the cateron authorized that the cateron authorized the cateron authorized that the cateron authorized the cateron authorized that the cateron authorized that the cateron authorized that the cateron authorized that the cateron authorized the cateron authorized that the cateron authorized the cateron authorized the cateron authorized that the cateron authorized the ca	cial Services Corporebits made to my accented. If my financial and debit and will have as if I had personal bit is not paid, unlessed this authorization attention of this author the will not potify me	count and without in the control of	nonors any debit for account of a dishor ack. I agree that I wi I or its agents or at written notice to Cat ot terminate, cance any withdrawal an	and, provided my a many reason, Cat nored debit. I agred Ill be liable to mak ffiliates are directly Financial, which n el or reduce my o d I agree to waiv low to set up Auto	Financial may issue that Cat Financia payment prompti y responsible for the color will be effectively grations under the call pre-notifications.
Routing Number	г	9 digits	ACCOUNT NAM 914 UPPER CREST ANYTOWN, U.S. 12 Pay to the	IE LANS MS	Date	0301
Account Number	er -	3-17 digits	YOUR FINANCIA	L INSTITUTION	TO THE STATE OF THE PARTY OF THE PARTY.	T (A) State Spaces
Re-Enter Accou	unt Number	3-17 digits	Service and a load	BD: 1731 4567" 0		-
		3-17 digits	Routing Num	ber Account Number		

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The information above has been reviewed and is accurate to the best of my knowledge. For a joint account, all account holders must sign if more than one signature is required on checks issued against the account.

Name Campbell

Title Finance Director

For questions or assistance with Auto Pay, or for information about your account, please contact Customer Service, 1-800-651-0567.

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Form ST-12

COMMONWEALTH OF VIRGINIA SALES AND USE TAX CERTIFICATE OF EXEMPTION

For use by the Commonwealth of Virginia, a political subdivision of the Commonwealth of Virginia, or the United States

To: CARTER MACHINERY COMPANY, INC		Date:	12.20.24	
Name of De	ealer			
1330 LYNCHBURG TPKE	SALEM		VA	24153-0618
Number and Street or Rural Route	City, Town, or Post Office		State	ZIP Code
The Virginia Retail Sales and Use Tax Act p property for use or consumption by this State not apply to sales or leases to privately owner	any political subdivision of this Sta	te. or the Ui	nted States. T	uiz exembiion aoes
The undersigned, for and on behalf of the property purchased or leased from the abov agency, that each such purchase or lease versional property will be paid for out of pub	re dealer on and after this date will be will be supported by the required of	oe for use o fficial purch	r consumption	i by a governinenta
1. Tangible personal property for use catering, and other services relate	ed to the provision of food.			
 2. Tangible personal property for us including prepared meals, caterir 	e or consumption by a political sub ng, and other services related to the	division of to	he Commonv of food.	vealth of Virginia,
3. Tangible personal property and ta	axable services for use or consump	otion by the	United States	ò.
	TOWN OF RICHLANDS	54-6	6001555	Ann Maria
	Name of Governmental Agency			
200 WASHINGTON SQUARE	RICHLANDS		VA	24641
Number and Street or Rural Route	City, Town, or Post Office		State	ZIP Code
I certify I am authorized to sign this Certific correct, made in good faith, pursuant to the	cate of Exemption and that, to the b e Virginia Retail Sales and Use Tax	oest of my k Act.	nowledge and	d belief, it is true an
Ronnie C.	sell	FINANC	E DIRECTOF	₹
By: Ronnie Campe Signature	e		Title	

Information for dealer: A dealer is required to have on file only one Certificate of Exemption, properly executed by the governmental agency buying or leasing tax exempt tangible personal property under this Certificate.

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Thank you for selecting Caterpillar products and for allowing Caterpillar Financial Services Corporation to serve your financing needs. Included in this document package are all of the forms that will be needed for standard tax exempt lease purchase transactions. The forms have been designed to be clear, concise and user friendly. We have also provided a brief explanation of the purpose of each form. If you wish to discuss any of the forms or have any questions about any aspect of this transaction, we encourage you to contact your Caterpillar Dealer or Caterpillar Financial Services Corporation at 1-866-263-3791 Option # 5.

- A. Governmental Equipment Lease-Purchase Agreement. The Governmental Lease-Purchase Agreement contains the terms that govern each transaction between us. It is the standard Caterpillar Financial Services Corporation tax exempt lease-purchase agreement, and provides that we will lease to you the equipment described therein pursuant to a full payout amortization schedule. A new Governmental Equipment Lease-Purchase Agreement will have to be signed in connection with each transaction.
- B. Lessee's Authorizing Resolution. The Authorizing Resolution is evidence you have taken the necessary governing body actions to approve the Governmental Equipment Lease-Purchase Agreement. Although the authorizing instrument is often a resolution, it may also take other forms such as an ordinance. We are agreeable to using your customary or standard form provided it contains specific approval for the lease-purchase agreement, designates persons who are authorized to sign on your behalf and either approves the document forms or delegates this authority to a named official C. Verification of Insurance. The Certificate of Insurance is intended to supply information regarding the insurance coverage for the equipment being lease-purchased. You will need to supply the requested information to us so we can verify coverage.
- **D.** Opinion of Counsel. An opinion of counsel is required in connection with each Governmental Equipment Lease-Purchase Agreement. The opinion is intended to confirm that you have complied with all open meeting laws, publication and notice requirements, procedural rules for governing body meetings, and any other relevant state or local government statutes, ordinances, rules or regulations. We would be unable to confirm compliance with these laws and regulations ourselves absent long delays and higher costs so we rely upon the opinion of your attorney since he/she may have been involved in the process to approve our transaction and is an expert in the laws and regulations to which you are subject. The opinion also confirms that you are an entity eligible to issue tax-exempt obligations and that the Governmental Equipment Lease-Purchase Agreement will be treated as tax-exempt as it is your obligation to ensure that you have complied with relevant tax law.
- **E.** Form of 8038G or GC. Form 8038 is required by the Internal Revenue Service in order to monitor the amount of tax-exempt obligations issued. You have to execute a Form 8038 for each Governmental Equipment Lease-Purchase Agreement. Whether a Form 8038 G or GC is required depends on the original principal amount of the Governmental Equipment Lease-Purchase Agreement. If the original principal amount is less than \$100,000 Form 8038GC is filed with the IRS. If the original principal amount is \$100,000 or more Form 8038G is filed with the IRS. Choose the appropriate 8038 form and complete according to IRS guidelines. Contact your TM or Sales Support Representative for assistance. IRS Form 8038G

http://www.irs.gov/pub/irs-pdf/f8038g.pdf

IRS Form 8038GC http://www.irs.gov/pub/irspdf/f8038gc.pdf

This Explanation of Contents is prepared as an accommodation to the parties named herein. It is intended as an example of some of the documents that Caterpillar Financial Services Corporation, in its reasonable judgment, may require and is not intended to constitute legal advice. Please engage and use your own legal counsel. We understand that the laws of the various states are different so nothing herein shall be construed as a warranty or representation that the documents listed herein are the only documents that may be required in any particular transaction or that any particular transaction, if documented in accordance with this Explanation of Contents, will be a valid, binding and enforceable obligation enforceable against the parties named herein in accordance with the terms of the documents named herein.

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CARTER MACHINERY COMPANY, INCORPORATED 1330 LYNCHBURG TPKE SALEM, VA 24153-0618

Reference:

TOWN OF RICHLANDS

We are requesting a copy of the minutes of the appropriation meeting during which the funds for this deal were allocated.

A copy of this information is necessary to complete the documentation package and to fund the deal. Your ability to return a complete package will ensure timely payment to you.

Thank you for your assistance.

CATERPILLAR FINANCIAL SERVICES CORPORATION DOCUMENTATION DEPARTMENT

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TOWN OF RICHLANDS REGULAR MONTHLY MEETING

The Richlands Town Council held a "Regular Monthly Meeting" on Tuesday, September 10, 2024, at 6:00 pm in the Richlands Council Chambers with the following present:

Mayor: Rod. D. Cury Town Manager: Jason May Project Manager: Susan Whitt Town Clerk: Amanda Beheler Town Attorney: Michael Thomas Finance Manager: Ronnie Campbell

Council Members: Seth White, Gary Jackson, Rick Wood, Jordan Bales, Jan White, and

Laura Mollo.

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

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

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

The following citizens were added to Unscheduled Public Comments:

- Ernest Edgell
- Mark Cordle

Mr. May requested to add (k)- Quantum Power Contract under Agenda Item

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

IN RE: Authorization to Pay Bills (August)

Mayor Cury asked the Council if there were any questions regarding the Check Register.

Mrs. White:

 #16139 Appalachian Aggregates- Mr. May advised this was for stone that was purchased for one of the Towns projects.

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

IN RE: Minutes

Upon a motion by Seth White seconded by Laura Mollo and the roll call vote of all members present, Council voted to approve the minutes for the following dates:

- July 9, 2024, Regular Scheduled Meeting
- July 23, 2024, Special Called Meeting
- August 13, 2024, Public Hearing
- August 13, 2024, Regular Scheduled Meeting.

IN RE: Scheduled Public Comments

George Shelton Jr. was scheduled for Public Comment, but did not attend the meeting.

IN RE: Unscheduled Public Comments

Ernest Edgell-

• Complimented the Police Department on slowing down the speeders in Town.

- Inquired if anything could be done about the trash on Veterans Drive that's being thrown
 out of vehicles- Mr. May advised the Town is currently looking to hire a Beautification
 Person to oversee workers picking up trash throughout downtown.
- Asked if there was an Ordinance about residents leaving their trash cans out all week. Mr.
 White advised there was not.
- Advised there was a lot of people parking sideways in the streets. Mayor Cury and Mrs.
 Mollo asked Lt. Whited to pass this information along to the Chief of Police. Mr. White
 advised Mr. Edgell to call these complaints into dispatch when it is happening, so the
 Police Department could address it easier.

Mark Cordle, 129 Honaker Rd.-

Advised he has come to the Council before about his neighbors throwing trash in their
yard, tires up, and has a porta potty and several vehicles on their property. Mr. Cordle
advised it was affecting the value of his property. Mr. May gave Mr. Cordle his business
card.

IN RE: Imagination Library

Mrs. Mollo advised she has put a packet of information together about the Imagination Library for the Council to review.

Program Overview:

- Provides children from birth to age five with a book delivered by mail monthly.
- Participation requires locality agreement and secured funding.
- Parents can sign up online or via paper forms at schools, libraries, hospitals, etc.

Local Implementation:

- Mrs. Galloway from the Tazewell County Public Library has agreed to be the "Local Champion" for the program.
- To join the program, it would require a Memorandum of Understanding (MOU) between the Town and the Tazewell County Public Library.
- The Town would have to agree to fund the project, and the library would take the role of the "Local Champion". This arrangement would be beneficial to the Town and the Library.

Program Benefits:

- Studies show early access to books increases high school graduation rates.
- Facilitates parent-child bonding through reading.
- Home delivery increases likelihood of parents reading to their children.
- Not income-specific; all children from birth to age 5 in Richlands are eligible.

Financial Impact:

- Estimated costs start lower in initial years, increasing as participation grows.
- At 100% participation in Richlands, cost would be less than \$5,000.
- Funding Options:
 - 1. Town Budget Allocation
 - 2. Community Partner Donations
 - 3. State Code 22.1-382 provides 50% matching funds until Jan. 1, 2029.

Upon a motion by Laura Mollo seconded by Seth White and the unanimous roll call vote of all members present, the Council voted to approve the Towns participation in the Imagination Library and allow Mr. Thomas to move forward with the Memorandum of Understanding with the Tazewell County Public Library.

Mr. White thanked Mrs. Mollo for bringing the Imagination Library to the Council and the Town,

Mayor Cury also thanked Mrs. Mollo.

IN RE: 2nd Reading Annex Capital Ordinance (O-2024-09-01)

Upon a motion by Rick Wood seconded by Seth White and the unanimous roll call vote of all members present, the Council voted to dispense of the 2nd Reading of Ordinance O-2024-09-01.

Upon a motion by Jan White seconded by Laura Mollo and the unanimous roll call vote of all members present, the Council voted to adopt Ordinance O-2024-09-01.

IN RE: Fire Grants and Fundraising

Mr. May advised the Richlands Fire Department recently launched a commendable initiative to enhance its emergency response capabilities. In a collaborative effort with the local rescue squad, the fire department embarked on a fund-raising campaign aimed at acquiring crucial safety equipment. They aimed to purchase four Self-Contained Breathing Apparatus (SCBA) units, vital gear that allows firefighters to operate safely in hazardous environments.

Through their diligent efforts and the generous support of the community, the fire department successfully raised \$4,500. This amount represents half the total cost required for the SCBA units, which are priced at \$9,000 for the set of four. The fundraising achievement not only demonstrates the departments proactive approach to improving their resources but also highlights the string community bonds and support for our local first responders.

While the fundraising effort has been impressive, there remains a balance of \$4,500 to fund the purchase of these critical pieces of equipment fully. This funding will need to be covered by budgeted funds, but additional funding may be needed at the end of the year.

IN RE: Greenway Stage Rental

Mr. May advised the Greenway Stage Project is approaching its final stages of completion. The staff is actively working to schedule monthly activities in the downtown area, with a focus on utilizing the new stage.

Mr. May advised the Town is already receiving inquires from community partners and members about renting the space for events.

Before proceeding, Mr. May wanted to confirm if the Council is in favor of allowing rentals for this space or not. The decision will impact how the Town moves forward with managing and promoting the venue.

If the Town Council is in favor of providing the space for rental by the community, staff will work to benchmark the rental rate versus other venues in the area. This would be a revenue generating option for the Town.

Upon a motion by Jordan Bales seconded by Rick Wood and the unanimous roll call vote of all members present, the Council voted to approve allowing the community the option to rent the are and stage once policy and rates are set.

Mrs. Mollo asked if there would be consistency when renting to all groups and not picking and choosing.

Mr. May said there would be no discriminating on who is allowed to rent the space.

IN RE: AMLR Grant

Mr. May advised the Town has recently been awarded a significant grant through the Abandoned Mine Land Reclamation (AMLR) program. This grant, totaling \$2,000,000, has been earmarked to assist our community in purchasing a 5MW natural gas generator. This development represents a major step forward in our efforts to enhance our local power infrastructure and energy resilience.

The AMLR program, which typically focuses on addressing the impacts of past mining activities, has recognized the importance of our project in supporting community development and sustainability. By providing this substantial funding, the program is enabling us to make a critical investment in our Town's future.

The 5MW natural gas generator that we aim to purchase with this grant will significantly boost our local power generation capabilities. This addition to our infrastructure will enhance our ability to meet peak demand periods, provide backup power during emergencies, and potentially reduce our reliance on the broader power grid.

Upon a motion by Seth White seconded by Jardan Bales and the unanimous roll call vote of all members present, the Council voted to accept the AMLR Grant.

Mr. White thanked Mr. May and the staff for all their work on this grant.

Mrs. Mollo thanked Mr. May and Mr. White for their work on this project.

Mrs. Mollo also thanked the Council for working together as a team on it.

IN RE: Engineering Service RFP/WTP

Mr. May advised the Town is in the midst of critical upgrades to the Water and Wastewater infrastructure. As the Town moves forward, its essential that it has the right expertise to guide them through the complex phases of these projects, from planning and design to implementation and financing.

After careful consideration of the three submitted bids, staff has identified McGill Associates as the top candidate for this crucial role. The evaluation was based on several key factors including Regional Expertise, Local Experience, Technical Proficiency, Responsiveness, and Fresh Perspective.

Upon a motion by Rick Wood seconded by Laura Mollo and the unanimous roll call vote of all members present, the Council voted to accept the bid from McGill and Associates.

IN RE: Detour Resolution (R-2024-09-01)

Mayor Cury read Resolution R-2024-09-01 to the Council.

Upon a motion by Gary Jackson seconded by Laura Mollo and the unanimous roll call vote of all members present, the Council voted to adopt Resolution R-2024-09-01.

IN RE: VA 250 Resolution (R-2024-09-02)

Mr. May gave a brief overview of this to the Council.

Mr. White said he thought this was great.

Mr. Jackson asked if the Council would need to form a committee for this. Mr. May advised there would be members of his staff working with the Section House Committee and other community partners to do this. This committee will be formed at a later date.

Upon a motion by Jordan Bales seconded by Laura Mollo and the unanimous roll call vote of all members present, the Council voted to adopt Resolution R-2024-09-02.

Mayor Cury declared a ten-minute recess.

IN RE: Resolution Authorizing Note Financing (R-2024-09-03)

Mayor Cury and the Council took turns reading this Resolution.

Mr. Bales asked Mr. May to give the Council a brief overview of this Resolution to the Council.

Upon a motion by Rick Wood seconded by Gary Jackson and the unanimous roll call vote of all members present, the Council voted to adopt Resolution R-2024-09-03.



IN RE:

Loader Contract

Mr. May advised the last piece of large equipment the Streets Department needs is a Loader. The current Loader is over fifteen years old, has major brake issues, and is no longer safe during road construction or other street related scenarios. The Town has worked with Carter CAT through a source well process, a state-sponsored procurement that does not require an RFP and has received a capitol lease agreement with a balloon payment. The lease payments are 30,000 annually for 60 months with a balloon payment of \$68,000. Utilizing a capital lease allows the Town to use the equipment now and incur the final balloon payment in the future.

Mr. Wood advised he went to look at the Loader and it is in a lot worse shape than originally described.

Upon a motion by Rick Wood seconded by Jordan Bales and the unanimous roll call vote of all members present, the Council voted to accept the lease from Carter CAT and budget for future payments.

Mr. White asked about the included insurance. Mr. May advised he will check on this and advise Council at the October meeting. Mr. Campbell advised it would be covered under VRSA.

Mr. Jackson asked if this was a new Loader, Mr. May advised it was.

Mr. Bales asked if the warranty would include the maintenance, Mr. May advised the Town will do the maintenance.

IN RE: Quantum Contract

Upon a motion by Seth White seconded by Rick Wood and the unanimous roll call vote of all members present, the Council voted to accept this contract.

IN RE: Monthly Financial Report

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

- General Fund- Year to Date Net Income Loss is \$441k.
- · Revenues were lower in all categories due to timing.
- Water- Year to Date Net Income Loss-\$8838
- Sewer- Year to Date Net Income Loss-\$11k.
- Water and Sewer Line Maintenance Year to Date Net Income Loss-\$9879
- Electric Year to Date Net Income Loss-\$2,219,646
- General Fund- Reserved Cash Balance- \$1.3 million decrease from June.
- General Fund- Unreserved Cash Balance is \$2.7 million.
- Water Department Reserved Cash Balance-\$174k decrease from June.
- Water Department Unreserved Cash Balance- \$288k decrease from June.
- Sewer Department Reserved Cash Balance-\$51k decrease from June.
- Sewer Department Unreserved Cash Balance- \$112,000 decrease from June.
 Electric Department- Unreserved Cash Balance- \$2.3 million decrease from June.

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

Mr. White asked if the Town has been able to put the RFP for savings out for bid. Mr. May advised not yet.

IN RE: Budget Amendments

Mr. Campbell presented the following Budget Amendments for Councils approval.

Upon a motion by Laura Mollo seconded by Jan White and the unanimous roll call vote of all members present, the Council voted to approve the transfer of \$93,929 from the Retirement of Debt Acct. to the Vehicle Capital Acct. to purchase two vehicles for the Wastewater Dept.

Upon a motion by Jordan Bales seconded by Rick Wood and the unanimous roll call vote of all members present, the Council voted to approve the transfer of \$8,500 from the Fund Balance Allocation Acct. to the Capital Project for Buildings and Improvements Acct. for AC Replacement and Repairs.

Upon a motion by Jordan Bales seconded by Laura Mollo and the unanimous roll call vote of all members present, the Council voted to approve the transfer of \$35,000 from the Fund Balance Allocation Acct. Acct. to the Vehicle Capital Acct. to purchase a Leaf Vacuum Truck.

Upon a motion by Rick Wood seconded by Laura Mollo and the unanimous roll call vote of all members present, the Council voted to approve the transfer of \$13,600 from the Fund Balance Allocation Acct. to the Capital Project for Buildings and Improvements for AC Replacement at the Police Department.

Upon a motion by Laura Mollo seconded by Rick Wood and the unanimous roll call vote of all members present, the Council voted to approve the transfer of \$25,000 to the Police Department from a grant acct. for overtime.

IN RE: Attorney Report

Mr. Thomas advised there would be several Ordinances at the October meeting.

Mrs. Mollo asked Mr. Thomas if he could reach out to Erica within the next two months about the Imagination Library MOU. Mr. Thomas advised he would.

IN RE: Town Manager Report

- Kents Ridge Mobile Home Property Cleanup Update- advised the Town has cleaned this
 property up and will put a lien against the property for the costs of the cleanup.
- The Police Department is getting a new gym floor beginning next week.
- BLS/EMS Program has begun at the Police Department.
- Oriole Streete Bridge is now complete. Mr. May advised he drove on the bridge today.
- Mr. May advised when staff was working on the Bulk and Brush pickup fees they
 discovered many residents that were getting their trash picked up and not being charged
 for it. Letters will be sent out to those residents.
- Virginia Highway Safety Improvement Program has a due date for the end of October.
- REC Park Pool Pressure Testing will begin soon.
- UpAhead SMX Texting- Will start tomorrow on 9-11-2024.
- IWorkx Discussion- Mr. May advised this software program is almost ready to go live.
 This program helps residents create work orders and the Town can track them easier.
- Henderson Street 4-way Stops- Will be installing 3-way stops at each intersection and will be placing "No Parking" on one side of the road.

IN RE: Council Member Reports

Laura Mollo-

• Spoke about the significance of the new BLS/EMS Program at the Police Department.

Jan White-

• Stated she didn't have anything other than residents having complaints on Henderson St. and it was being taken care of.

Jordan Bales-

- Stated he had no complaints.
- Advised Soccer starts next week on September 17.
- Volleyball & Basketball Registration will be through the end of October.

Rick Wood-

 Advised he was excited the Town will be able to rent the Greenway Park. Thanked Mr. May. Gary Jackson-

Advised a family from Russell County reached out to him and wanted to thank the EMS
and Officer Neil Turley for his kindness and respect during an incident while they were in
town and wanted to recognize him.

Seth White-

 Stated the Town has a policy for Businesses on Demand for power that is 30-40 years old, would like the Council to change this policy to better accommodate businesses.

Mr. Bales would like the Town to offer an incentive for businesses to install smart thermostats.

The Council came to a consensus to hold a Special Called Meeting on September 24, 2024 at 6:00pm for an Electric Demand Ordinance Change.

IN RE: Mayor Comments

- Blue Tornado Band Booster Request- Mrs. Whitt will let them know the policy on submitting requests.
- Upcoming Events:
 - 1. Sept. 21- Richlands Flavor of Music Festival/ Battle of the Bands/ Chili at the Section House.
 - 2. Oct. 5- Tornado Soap Box Rally at V & V
 - 3. Oct. 12- Kids Safety Day at the Police Department
 - 4. Oct. 18- Haunted Trail at Critterville
 - 5. Oct. 19- Car Show at the Police Department
 - 6. Oct. 19- Fall Festival / Trunk or Treat at the Police Department
 - 7. Oct. 19- Haunted Historic Ghost Walk Tour
 - 8. Oct. 19- Beetlejuice at Greenway Park
 - 9. Oct. 24- Homecoming Parade
 - 10. Oct. 25- GlowWorm 5k
 - 11. Oct. 26- "A Quiet Place" Movie Night at Greenway
 - 12. Oct. 31- Trick or Treating

IN RE: Executive Session

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

- a. VA Code Section 2.2-3711(A)(1) Personnel
- b. VA Code Section 2.2-3711(A)(8) Teen Venture

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

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

Upon a motion by Laura Mollo seconded by Seth White and the unanimous roll call vote of all members present, the Council certified that only VA Code Section 2.2-3711 (A)(1) and VA Code Section 2.2-3711 (A)(8) was discussed during the Executive Session.

IN RE: Adjournment

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

Rodney Di Cury, M

Amanda Beheler, Town Clerk

Form **8038-G**

Department of the Treasury

(Rev. October 2021)

Information Return for Tax-Exempt Governmental Bonds

▶ Under Internal Revenue Code section 149(e)

▶ See separate instructions.

Caution: If the issue price is under \$100,000, use Form 8038-GC.

► Go to www.irs.gov/F8038G for instructions and the latest information.

OMB No. 1545-0047

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Town of Richlands, VA

Town Council Meeting Staff Summary

Action Item

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Agenda Title:	Monthly Final	nciai Reports											
Staff Contact(s):	Ronnie Camp	bell											
Agenda Date:	January 14, 20	025	Item Number:										
Attachment(s):	1.	·											
	2.												
	3.	Reserve Analysis – Novemb	per and October Ele	ectric Restated									
	4. Bank Balances by Fund												
Reviewed By:	Jason May												

SUMMARY:

The attachments include the financial results for November 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: 2024 - 2025 For the Period Ending 11/30/2024

Variance <u>Permanent or Timing</u>	- Revenues - Timing; - Expenses - Timing, December Budget Amendment; - Capital - Timing/Permanent/December Budget Amendment	- Revenues - Timing; - Expenses - Timing; - Capital - Timing	- Revenues - Timing; - Expenses - Timing	- Revenues - Permanent; - Expenses - Timing; - Capital - Timing	- Revenues - Timing; - Expenses - Timing; - Capital - Permanent
Drivers	YTD net loss variance primarily results from lower revenues in all categories hurt (31.6% of budget or \$5.5M), offset by a help (51.5% of budget or \$3.9M) from lower expenses in all departments and net capital purchases.	YTD net income variance primarily results from lower revenues hurt (35.0% of budget or \$1.2M), offset by lower expenses and capital purchases net help (41.1% or \$856K).	YTD net income variance primarily results from lower revenues hurt (41.0% of budget or \$1.1M), offset by lower expenses help (38.0% of budget or \$961K).	YTD net loss variance results from lower expenses and capital purchases help (39.0% of budget or \$396K) and higher revenues help (0.0% of budget or \$26K) from Cumberland Plateau Planning funds for sewer evaluation.	YTD net loss variance primarily results from lower revenues hurt (34.5% of budget or \$4.8M) and lower expenses and capital purchases net hurt (122.0% of budget or \$1.6M). The capital purchases of \$5.7M represent the deposit and milestone payments on the natural gas generator. \$5.2M was funded from the note payable and \$491K was funded from unrestricted funds.
Year To Date <u>Net Income (Loss)</u>	(\$1,584,689)	40,111	162,688	(227,433)	(6,361,595)
Current Month Net Income (Loss)	(\$277,895)	57,148	77,316	(40,914)	(578,364)
Fund	General	Water	Sewer	Water/Sewer Line Maintenance	Electric Total All Funds

Town of Richlands Income Statement: 2024 - 2025 For the Period Ending 11/30/2024

Account Number

General Fund Revenues 10-3700-410000 10-3700-410050 10-3700-410100 10-3700-410200 10-3700-410300 10-3700-410350 10-3700-410400

Unappropriated Help

(Hurt)	(\$458,576.85)	(\$48,015.93)	(\$1,676.06)	(\$795.40)	(\$979.42)	(\$2,836.00)	(\$46,000.00)	(\$558.879.66)	(000)	(\$225,000.00)	(\$593,037.92)	(\$570,616.92)	(\$34,333.09)	(\$6.860.00)	\$3,660.00	(\$128 750 00)	(\$120,730.33)	(21.004) (21.005)	423.37	\$56.95	(\$282.00)	(\$20,255.22)	\$834.09	(\$200.00)	(\$3,989.93)	(\$3,718.61)	(\$8,702.00)	(\$120,000.00)	(\$565,467.14)	(\$4,904.98)	(\$4,560.00)	(\$15,328.81)	(\$14,923.00)	(\$100.00)	(\$9,145.00)	(\$460.00)	(\$2,625.00)	(\$345.00)	
% Received	17.37%	-140.08%	-67.61%	96.02%	51.03%	43.28%	0.00%	%0000	T3.89%	0.00%	43.52%	0.76%	1.91%	27 V V V V V V V V V V V V V V V V V V V	%UU U	80000	35.63%	50.19%	%00.0	0.00%	41.50%	32.48%	0.00%	16.67%	20.20%	25.63%	12.98%	55.56%	29.32%	18.25%	69.60%	38.68%	25.39%	0.00%	8.55%	54.00%	34.38%	56.88%	
Revenue YTD	\$96,423.15	(\$28,015.93)	(\$676.06)	\$19,204.60	\$1,020.58	\$2.164.00	\$0.154 00.04	0000	\$90,120.34	\$0.00	000000000000000000000000000000000000000	94506,962,06	00.000.44	16.0000	\$1,140.00 \$0,000.00	\$3,660.00	\$71,250.00	\$501.88	\$25.57	\$56.95	\$415.00	\$9,744.78	\$834.09	\$100.00	\$1.010.07	\$1 281.39	\$1.298.00	\$1,200.00 \$150,000,00	\$234.532.86	\$1.095.02	\$10 A40 00	40,440,00	\$5,077,00	\$0.08	00 5 5 8 8 9 0 0 0 5 5 6 8 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	\$540 00	\$1.375.00	\$455.00	•
נייים מיואדי ידייני ז	ACUVILY VIIIS FELLOW \$96,473,15	(\$45,764,06)	(\$2,020,041)	41 552 27	469 OB	11 (1)	\$147.32 \$0.00	\$0.00	\$50,857.33	U U U W	00000	\$100,970.16	\$365.21	\$150.00	\$1,020.00	\$3,660.00	\$18,750.00	\$227.83	\$11.20	\$25.68	\$145.00	64 F00 7 20	07:700(TA	40.0224	90.00	95.4024	90.00	\$19Z.00	\$0.00 75 75	07.9Z6.7.9	00.04	90.00	\$2,749.21	00:60/54	00.00	\$25.00	00.0014	\$0.00	· · · · · · · · · · · · · · · · · · ·
	Estimated Revenue	00.000,000	00.000,024	9T,000.00	\$20,000.00	\$2,000.00	\$5,000.00	\$46,000.00	\$649,000.00		\$225,000.00	\$1,050,000.00	\$575,000.00	\$35,000.00	\$8,000.00	\$0.00	\$200,000.00	\$1,000.00	00 0\$	00.04	00:00	00.000,14	\$30,000.00	00.00	\$600.00	\$5,000.00	\$5,000.00	\$10,000.00	\$270,000.00	\$800,000.00	\$6,000.00	\$15,000.00	\$25,000.00	\$20,000.00	\$100.00	\$10,000.00	\$1,000.00	\$4,000.00	\$800.00
	Account Description	REAL ESTATE TAXES	R E TAX BUDGET	R.E. TAXES PRO RATA	DELINQUENT TAXES	PENALTIES ON TAXES	INTEREST ON TAXES	SEXAT ECILVATE CITATION	REVENUE		BANKSTOCKTAXES	BESTAURANT FOOD TAX	BUSINESS LICENSES	SESNEDI E ICIHEV ROLLOM	SNECT HEADEN	VAT VEGGE AND SET AND	PERSONAL PROPERTY TAX	CIGAKETTE TAX	DELINQUENI PER PROPERIY IAKES	PENALTIES ON PER PROPERTY TAXES	INTEREST ON PERSONAL PROPERTY TAXES	ZONING PERMITS	COURT FINES & FOREFEITURE	E-CITATION COLLECTIONS	PARKING VIOLATIONS	INTERESTINCOME	CONTRACT WORK-STREET	SALE OF SALVAGE & SURPLUS	FIRE/RESCUE CONTRACTS	RESCUE SQUAD BILLING REVENUE	RESCUE BAD DEBT COLLECTIONS	SWIMMING POOL FEES	CONCESSION COLL	BASKETBALL FEES	OUTDOOR TENNIS FEES	MEMBERSHIP FEES	WEIGHT ROOM FEES	ROOM RENTAL UPSTAIRS	SHELTER RENTAL FEES

10-3701-413300

10-3701-413400 10-3701-413900

10-3701-413100

10-3701-413000

10-3701-413050

10-3701-411650

10-3701-411750 10-3701-412000

10-3701-411550

10-3701-411450

10-3701-411500

10-3701-411200 10-3701-411300 10-3701-411400

10-3701-411000 10-3701-411100

Total Dept.3700

10-3701-414100 10-3701-414125 10-3701-414130 10-3701-414150 10-3701-414200 10-3701-414250 10-3701-414250 10-3701-414400 10-3701-414450 10-3701-414450

10-3704-480000 Total Dept.3704	10-3703-470000 10-3703-471000 Total Dept.3703	10-3702-435500 10-3702-435550 10-3702-460000 Total Dept.3702	10-3702-434200 10-3702-435000 10-3702-435200 10-3702-435310 10-3702-435400 10-3702-435425 10-3702-435450	10-3702-433100 10-3702-433200 10-3702-433300 10-3702-434000 10-3702-434100	10-3701-414500 10-3701-414525 10-3701-420150 10-3701-420175 10-3701-420200 10-3701-420200 10-3701-420200 10-3701-420900 10-3701-430000 10-3701-430100 10-3701-430400 10-3701-430400 10-3701-430600 10-3701-430600 10-3701-430600 10-3701-430600 10-3701-430600 10-3701-430600 10-3701-430600 10-3701-430600 10-3701-430600 10-3701-430600 10-3701-431000 10-3701-431000 10-3701-431000 10-3701-431200 Total Dept.3701
FUND BALANCE ALLOCATION 3704	TRANSFER IN FROM UT-ADM COST TRANSFER IN FROM UT-IT COST REVENUE	EMS GRANTS FIRE GRANTS OTHER STATE/FED REVENUE REVENUE	LITTER CONTROL BLOCK GRANT-LLEB/POLICE POLICE GRANTS-OTHER PL-ST ASSET FORF REVENUE DRUG ENFORCEMENT & PROSEC HIDTA FED GRANT RESTITUTION-NTF BUY MONEY	SALES TAX PROCEEDS MOTOR VEHICLE CARRIER TAX MOBILE HOME TITLING TAX COMM OF VA LAW ENFORCEMNT STREET & HWGY MAINT.	MISC RECREATION REVENUE REC TOURNAMENTS/EVENTS VOLLEYBALL FEES GARBAGE COLLECTIONS BULK/Brush Fees PENALTIES STATE-LOCALTAX CONSUMER/CONSUMPTION UTILITY TAX CONVENIENCE FEE MISCELLANEOUS REVENUE GIFTS & DONATIONS-PVT COMM DEVELOP SPONSORSHIP RETURN CHECK FEES DNTN & COMM DEVELOP REVENUE GOMM & CIVIC PROG REVENUE GONATIONS & MISC-FIRE GIFTS & DONATIONS-POLICE DONATIONS & MISC-RESCUE MISCELLANEOUS REVENUE-POLICE RESTITUTION REVENUE
\$56,534.00 \$56,534.00	\$660,000.00 \$69,200.00 \$729,200.00	\$0.00 \$0.00 \$25,000.00 \$14,500.00 \$2,273,804.00	\$3,000.00 \$0.00 \$25,000.00 \$34,500.00 \$76,087.00 \$19,000.00	\$565,000.00 \$5,000.00 \$2,000.00 \$150,000.00 \$1,354,717.00	\$2,500.00 \$10,000.00 \$655,000.00 \$8,000.00 \$8,000.00 \$18,000.00 \$53,000.00 \$5,000.00
\$0.00 \$ 0.00	\$0.00 \$0.00 \$0.00	\$10,000.00 \$10,000.00 \$0.00 \$11.99 \$107,355.80	\$5,212.00 \$0.00 \$5,000.00 \$0.00 \$0.00 \$329.12 \$335.47	\$41,620.38 \$351.84 \$0.00 \$44,525.00 \$0.00	\$180.00 \$2,355.00 \$49,977.91 \$2,858.00 \$1,150.61 \$1,344.04 \$18,784.33 \$102.00 \$729.00 \$15,000.00 \$15,000.00 \$60.00 \$13,022.58 \$250.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00
\$0.00 \$0.00	\$215,986.00 \$33,225.00 \$249,211.00	\$4,342./2 \$10,000.00 \$0.00 \$11,470.11 \$742,120.07	\$5,212.00 \$249.00 \$72,252.92 \$0.00 \$5,993.68	\$217,349.92 \$1,481.63 \$0.00 \$89,050.00 \$324.718.09	\$1,355.00 \$9,005.00 \$9,005.00 \$251,154.76 \$13,769.00 \$5,069.46 \$6,815.11 \$94,144.54 \$405.00 \$4,327.96 \$1,000.00 \$15,000.00 \$15,000.00 \$16,072.58 \$1,500.00 \$18,258.29 \$51,970.00 \$2,022.72 \$25,594.15 \$52.79 \$1,445,717.23
0.00%	32.73% 48.01% 34.18 %	0.00% 0.00% 0.00% 79.10% 32.64 %	173.73% 0.00% 289.01% 0.00% 0.00% 31.55%	38.47% 29.63% 0.00% 59.37%	54.20% 0.00% 90.05% 38.34% 0.00% 63.37% 37.86% 40.93% 8.10% 33.29% 0.00% 0.00% 156.00% 0.00% 117.80% 0.00% 117.80% 639.85% 639.85% 0.00%
(\$56,534.00) (\$56,534.00)	(\$444,014.00) (\$35,975.00) (\$479,989.00)	\$4,342.72 \$10,000.00 (\$25,000.00) (\$3,029.89) (\$1,531,683.93)	\$2,212.00 \$2,212.00 \$47,252.92 (\$34,500.00) (\$76,087.00) (\$13,006.32)	(\$347,650.08) (\$3,518.37) (\$2,000.00) (\$60,950.00)	(\$1,145.00) (\$1,000.00) (\$995.00) (\$403,845.24) \$13,769.00 (\$2,930.54) (\$1,1184.89) (\$11,184.89) (\$15,855.46) (\$4,595.00) (\$8,672.04) \$1,000.00 \$15,000.00 \$15,000.00 \$2,758.29 (\$9,950.00) \$2,758.29 (\$9,950.00) \$21,590.00 \$2,758.29 (\$9,950.00) \$21,590.00

(\$5,464,369.36)	Unappropriated Help. (Hurt)	\$54,631.18 \$1,000.00 \$1,000.00 \$56,631.18	\$6,125.00 (\$3,650.92) \$4,060.00 \$1,002.90 \$21.88 \$1,535.43 \$63.79 \$9,158.08	\$83,903.47 \$8,317.52 \$11,795.00 \$192.08 (\$15,511.25) (\$68.75) \$136.26 \$1,777.72 (\$60.00) (\$50.00) \$6,145.81 \$853.78 (\$54,791.00) \$41,723.55	\$49,618.66 \$4,163.06 \$9,630.00 \$412.11 \$9,277.07
31.62%	U. % Used	15.95% 0.00% 0.00% 15.48%	41.67% 0.00% 54.89% 41.69% 12.48% 23.23% 98.72% 67.58%	44.06% 34.76% 42.18% 33.31% 487.78% 113.75% 9.16% 11.11% 131.14% 0.00% 0.00% 12.20% 14.62% 5579.10% 79.20%	46.50% 41.37% 39.81% 28.82% 52.43%
\$2,527,168.64	Expenditure YID	\$10,368.82 \$0.00 \$0.00 \$10,368.82	\$4,375.00 \$3,650.92 \$4,940.00 \$717.10 \$3.12 \$464.57 \$4,936.21 \$19,086.92	\$66,096.53 \$4,432.48 \$8,605.00 \$95.92 \$19,511.25 \$13.74 \$222.28 \$1,967.09 \$60.00 \$500.00 \$854.19 \$146.22 \$158,864.45	\$43,131.34 \$2,936.94 \$6,370.00 \$166.89 \$10,222.93
\$490,519.47	Activity this Period	\$0.00 \$0.00 \$0.00	\$875.00 \$1,000.00 \$143.42 \$0.00 \$0.00 \$34.19 \$2,052.61	\$12,173.46 \$869.92 \$1,721.00 \$23.98 \$4,978.75 \$92.50 \$0.00 \$38.99 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$9,312.93 \$676.87 \$1,274.00 \$41.37 \$3,077.94
\$7,991,538.00	Approp Amount	\$65,000.00 \$1,000.00 \$1,000.00 \$67,000.00	\$10,500.00 \$0.00 \$9,000.00 \$1,720.00 \$2,000.00 \$5,000.00 \$5,000.00	\$150,000.00 \$12,750.00 \$20,400.00 \$288.00 \$4,000.00 \$150.00 \$1,500.00 \$1,500.00 \$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00	\$92,750.00 \$7,100.00 \$16,000.00 \$579.00 \$19,500.00
			No.	Z _O	
General Fund	notoring on	ACCOUNT DESCRIPTION LEGAL TOWN ATTORNEY SUPPLIES & MATERIALS MISCELLANEOUS LEGAL	COUNCIL SALARIES AND WAGES TOWN ATTORNEY CLERK SALARY INS SOCIAL SECURITY INS WORKMENS COMPENSATION MISCELLANEOUS TOWN EVENTS COUNCIL	TOWN MANAGER TOWN MANAGER SALARY INS SOCIAL SECURITY INS HEALTH INSLIFE INSLIFE INSRETIREMENT PLAN VRS-VLDP INS WORKMENS COMPENSATION DUES & MERBERSHIP OFFICE SUPPLIES TELEPHONE/INTERNET/COMM EMPLOYEE VEHICLE TRAINING EXPENSE SUPPLIES & MATERIALS MISCELLANEOUS TOWN MANAGER	HUMAN RESOURCES SALARIES AND WAGES INS SOCIAL SECURITY INS HEALTH INSLIFE INSRETIREMENT PLAN
Total Fund	General Fund Expenditures	Account Number Department 4000 10-4000-500100 10-4000-511100 Total Dept.4000	Department 4010 10-4010-500000 10-4010-500100 10-4010-501000 10-4010-51250 10-4010-519000 10-4010-525150	Department 4020 10-4020-500050 10-4020-501000 10-4020-501150 10-4020-50125 10-4020-510250 10-4020-510250 10-4020-510250 10-4020-510550 10-4020-510550 10-4020-510550 10-4020-510550 10-4020-510550 10-4020-510500 10-4020-511000 10-4020-510500	Department 4030 10-4030-500000 10-4030-501000 10-4030-501100 10-4030-501150

10-4040-531150	10-4040-525100	10-4040-519000	10-4040-511150	10-4040-511100	10-4040-511050	10-4040-511000	10-4040-510900	10-4040-510800	10-4040-510750	10 /0/0 E207E0	10-1010-510000 10-1010-510000	10-1010 B1080E	10 1010 E1 0000 H0:4040-040000	70 7070 W70HED	10 1010 810800	10 4040-010420	10-4040-510400	10-4040-010300	40 4040 1404010	10 4040 E10200	10 4040 E102E0	10-1010-810300	10-4040-510150	10-4040-510125	10-4040-510100	10-4040-510000	10-4040-501350	10-4040-501300	10-4040-501250	10-4040-501225	10-4040-501200	10-4040-501150	10-4040-501100	10-4040-501000	10-4040-500000	Department 4040	וסנמנ שפטניאטטט	Total Dont Appo	10-4030-519000	10-4030-511100	10-4030-510550	10-4030-510450	10-4030-510350	10-4030-510250	10.4030-301230	10-4030-501225
CUSTODIAN SERVICE	BUSTRANSIT	MISCELLANEOUS	CLEANING SUPPLIES	SUPPLIES & MATERIALS	GROUNDS & FACILITIES	BUILDING REPAIRS/ADDITION	EQUIPMENT	MOTOR FUEL & LUBRICATION	VEHICLE MAINI-OUTISDE	VEHICLE MAIN I-INSIDE	1 OERVICE/FC	ECCITMENT MAINTENANCE	RAINING EXTENSE	CNTCXMX	TELEFTHONE/INTERNET/COMM	CARD PROCESSING CHGS/ACH FEES/BANK ANALYSIS	POSTAGE	OTFICE SUPPLIES	AUVERTISING	ひつけび後、不可えは可えびエニで		FAIN ING & BINDING	CIGARCII E SIAMES	OIGABETTE STAMPS	ALIDITING & LEGAL	CASH OVER & SHORT	INSAUTO	INS GEN LIABILITY/BLDG	INS WORKMENS COMPENSATION	VRS-VLDP	INSRETIREMENT PLAN	INSLIFE .	INS HEALTH	INS SOCIAL SECURITY	SALARIES AND WAGES	FINANCE OFFICE	HUMAN RESOURCES	HISCELENIEOUS	MISORI I ANEOLIS	SUPPLIES & MATERIALS	TRAINING EXPENSE	TELEPHONE/INTERNET/COMM	OFFICE SUPPLIES	DUES & MERBERSHIP	INS WORKMENS COMPENSATION	VRS-VLDP
\$10,000.00	\$7.200.00	\$6,000.00	\$6,000.00	\$4,000.00	\$2,000.00	\$6,000.00	\$2,500.00	\$1,000.00	\$500.00	\$1,000.00	\$0.00	\$6,000.00	\$1,000.00	\$1,000.00	\$6,000.00	\$16,000.00	\$6,500.00	\$5,000.00	\$2,500.00	\$9,000.00	\$3,000.00	\$3,000.00	\$5,600.00	\$10,834.UU	300000000000000000000000000000000000000	##0 00	#300 DO	\$8.835.00	\$600_00	\$3,400.00	\$143,080.00	\$1,900.00	\$97,224.00	\$30,155.00	\$394,150.00		\$142,679.00	\$500.00	\$500,00	\$1000000000000000000000000000000000000	\$1.500.00	\$0.00	\$500.00	\$750.00	\$3,000.00	\$0.00
\$0.00	\$B00.00	\$130.04	\$20.83	\$218.81	\$0.00	\$327.70	\$0.00	\$236.91	\$0.00	\$0.00	\$0.00	\$0.00	\$62.00	\$0.00	\$0.00	\$1,076.39	\$5,917.48	\$798.08	\$300.00	\$18.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	*O.CC	9 6	\$0.00	#n nn	\$183.05	\$15.027.82	\$179.59	\$7,696.00	\$3,000.85	\$41,830.33		\$14,460.28	\$0.00	\$0.00	\$0.00 0.00	*n nn	\$D 00	\$0.00	\$19.99	\$0.00	\$57.18
\$140.05	# () . () . () . ()	\$3,401.10	\$2,602.76	\$2.448.00	\$0.00	\$1.180.66	\$957.42	\$811.68	\$0.00	\$0.00	\$600.00	\$1,686.83	\$1,378.81	\$106.00	\$2,365.46	\$6,588.84	\$6,391.00	\$3,311.36	\$296.66	\$1,218.33	\$0.00	\$0.00	\$2,673.00	\$2,500.00	\$100.00	\$0.00	\$3,001.79	\$2 F81 70	27.72	\$774.42	\$49 872 07	\$883.40	\$38.811.00	\$16,966,10	\$219,520.86		\$63,370.23	\$0.00	\$55.00	\$0.00	÷ 60	\$60.00	\$71.99	\$59.97	\$9.27	\$285.90
41.5/% 1.40%	42.50%	56 69%	43.38%	61 20%	0.00%	19.68%	38.30%	81.17%	0.00%	0.00%	0.00%	28.11%	137.88%	10.60%	39.42%	41.18%	98.32%	66.23%	11.87%	13.54%	0.00%	0.00%	47.73%	23.08%	200.00%	0.00%	40.54%	12.90%	10000	22.78%	3/ 86%	46.49%	39 92%	56.26%	55.69%		44.41%	0.00%	11.00%	0.00%	0.00%	0.00%	14.40%	8.00%	0.31%	0.00%
\$9,859.95	\$1,000.00 \$1,000.00	\$2,507,24 0,007,24	\$3,397,24	\$1 550 00	\$2,000,00	\$4.819.34	\$1,542.58	\$188.32	\$500.00	\$1,000.00	(\$600.00)	\$4,313.17	(\$378.81)	\$894.00	\$3,634.54	\$9,411.16	\$109.00	\$1,688.64	\$2,203.34	\$7,781.67	\$3,000.00	\$3,000.00	\$2,927.00	\$8,334.00	(\$50.00)	\$300.00	\$5,253.21	\$522.58	\$5,020.00 \$500.50	\$2 525 58	\$0.00 \$0.00 \$0.00	\$1,016,60	\$58 413 00 \$58 413 00	\$13 188 90	\$174 629 14		\$79,308.77	\$500.00	\$445.00	\$1,500.00	(\$60.00)	\$\$0.00 10.01	\$430.00 \$430.01	\$890 03	\$2.990.73	(\$285.90)

\$427,082.98	\$2,333.56 (\$24.38) (\$461.15) (\$81,517.82) \$86,929.53 \$2,478.88 \$828.18 \$2,729.95 \$473.04 \$105.08 \$2,729.95 \$473.04 \$105.08 \$2,729.95 \$473.04 \$105.08 \$2,729.95 \$473.04 \$105.08	\$4,598.71 \$4,598.71 \$892.32 \$18,932.58	\$8,400.69 \$268.00 \$22.27 \$44,526.80 \$7,059.54 (\$19,159.57) \$8,250.00 \$49,367.73	\$13,057.67 \$1,573.78 \$17,852.00 \$106.00 (\$513.89) \$456.92 \$28.95 (\$1,669.55) \$200.00 (\$1,288.32) \$4,996.76 \$4,996.76
46.70%	22.21% 0.00% 4711.50% 0.00% 28.45% 66.73% 86.64% 50.59% 34.75% 78.98% 1.26% 4.62% 0.00%	115.54% 8.03% 44.23% 88.56%	58.00% 76.70% 10.92% 36.39% 5.87% 54.17% 57.87%	63.22% 51.58% 12.49% 47.00% 110.28% 23.85% 0.00% 0.00% 228.83% 185.15% 62.99% 57.92%
\$374,245.02	\$666.44 \$254.38 \$471.15 \$81,517.82 \$34,570.47 \$4,971.12 \$5,371.82 \$5,371.82 \$2,795.05 \$251.96 \$394.92 \$31.49 \$33,509.43	\$10,000.00 \$577.72 \$401.29 \$707.68 \$146,527.42	\$11,599.31 \$882.00 \$2.73 \$25,473.20 \$440.46 \$19,659.57 \$9,750.00 \$67,807.27	\$22,442.33 \$1,676.22 \$2,548.00 \$94.00 \$5,513.89 \$143.08 \$1,669.55 \$1,669.55 \$1,851.49 \$2,288.32 \$1,851.49 \$8,503.24 \$46,736.17
\$77,623.94	\$0.00 \$93.70 \$93.70 \$0.00 \$6,284.82 \$595.70 \$668.29 \$548.85 \$0.00 \$394.92 \$0.00 \$0.00	\$10,000.00 \$180.42 \$0.00 \$0.00 \$18,766.70	\$2,198.75 \$162.85 \$0.00 \$895.74 \$0.00 \$1,750.00 \$5,007.34	\$4,596.54 \$333.26 \$637.00 \$23.50 \$1,925.13 \$35.77 \$0.00 \$1,669.55 \$0.00 \$11.69 \$227.99 \$3,683.80 \$13,144.23
\$801,328.00	\$3,000.00 \$0.00 \$10.00 \$121,500.00 \$7,450.00 \$5,200.00 \$5,525.00 \$5,525.00 \$725.00 \$750.00 \$750.00	\$10,200.00 \$500.00 \$5,000.00 \$1,600.00 \$165,460.00	\$20,000.00 \$1,150.00 \$25.00 \$70,000.00 \$7,500.00 \$18,000.00 \$117,175.00	\$35,500.00 \$3,250.00 \$20,400.00 \$200.00 \$5,000.00 \$600.00 \$35.00 \$1,000.00 \$1,000.00 \$13,500.00 \$80,685.00
FINANCE OFFICE	NON-DEPARTMENTAL EMPLOYEE APPRECIATION INS HEALTH INSLIFE INS WORKMENS COMPENSATION ELECTRICITY WATER SEWER GARBAGE LIBRARY COAL MINERS MEM Chamber/Cart Bldg. FARMERS MARKET GREENWAY	DONATIONS VET/CENT/HIST SECTION HOUSE TEEN CENTER NON-DEPARTMENTAL	IT DEPARTMENT SALARIES AND WAGES INS SOCIAL SECURITY INS WORKMENS COMPENSATION IT SERVICE/MAINTENANCE EQUIPMENT MISCELLANEOUS CONTRACT LABOR IT DEPARTMENT	COMMUNITY DEVELOPMENT SALARIES AND WAGES INS SOCIAL SECURITY INS HEALTH INS LIFE INSRETIREMENT PLAN VRS-VLDP INS WORKMENS COMPENSATION TRAINING EXPENSE FUEL SUPPLIES & MATERIALS MISCELLANEOUS DOWNTOWN ACTIVITY COMMUNITY DEVELOPMENT
Total Dept.4040	Department 4050 10-4050-500250 10-4050-501100 10-4050-501150 10-4050-511250 10-4050-511250 10-4050-511350 10-4050-51350 10-4050-525155 10-4050-525160 10-4050-525170	10-4050-525250 10-4050-525300 10-4050-525325 10-4050-525350 Total Dept.4050	Department 4060 10-4060-500000 10-4060-501050 10-4060-510555 10-4060-510900 10-4060-519000 10-4060-550300 Total Dept.4060	Department 4070 10-4070-500000 10-4070-501000 10-4070-501150 10-4070-501255 10-4070-510255 10-4070-510500 10-4070-511100 10-4070-511100 10-4070-515150 10-4070-515150 10-4070-525150 10-4070-525150 10-4070-525150

10-4140-510800	10-4140-510/50	10-4140-510700	10-4140-510550	10-4140-510600	10-4140-510550	10-4140-510500	10-4140-510450	10-4140-510400	10-4140-510350	10-4140-510250	10-4140-510150	10-4140-501350	10-4140-501300	10-4140-501250	10-4140-501225	10-4140-501200	10-4140-501150	10-4140-501100	10-4140-501000	10-4140-500150	10-4140-500000	Department 4140	10tal Dept.4130	10-4130-531150	10-4100-5000/5	10 4130 E3007E	10-4130-519000	10-4130-510900	10-4130-510750	10-4130-510450	10-4130-510350	10-4130-510125	10-4130-501050	Department 4130	Total Dept.4120	10-4120-535330	Department 4120	Total Dept.4110	10-4110-024000	10-4110 534300	10-4110-524250	10-4110-524200	Department 4110
MOTOR FUEL & LUBRICATION	VERICLE MAINT-OUTISDE	VEHICLE MAINT-INSIDE	TWO-WAY RADIO MAINTENANCE	EQUIPMENT MAINTENANCE	TRAINING EXPENSE	UNIFORMS	TELEPHONE/INTERNET/COMM	POSTAGE	OFFICE SUPPLIES	DUES & MERBERSHIP	PRINTING & BINDING	INSAUTO	INS GEN LIABILITY/BLDG	INS WORKMENS COMPENSATION	VRS-VLDP	INSRETIREMENT PLAN	INSLIFE	INSHEALTH	INS SOCIAL SECURITY	OVERTIME	SALARIES AND WAGES	POLICE DEPARTMENT	TZ CO NARCOTICS TASK FORCE	CUSTODIAN SERVICE	DIGHODIAN PURCHAMEM	MINCELLANEOUX		TO TOMBOT	VEHICLE MAINT-OUTISDE	TELEPHONE/INTERNET/COMM	OFFICE SUPPLIES	PROFESSIONAL SERVICES	INSFRINGE BENEFITS	TZ CO NARCOTICS TASK FORCE	FED/STATE ASSET FORF	NTF-FED ASSET FORF EXPENSE	FED/STATE ASSET FORF	POLICE GRANTS	FUE FROGRAM GRAN	CITER GRANIU		DMV	POLICE GRANTS
\$60,000.00	\$25,000.00	\$0.00	\$1,000.00	\$32,000.00	\$24,327.00	\$19,000.00	\$13,800.00	\$700.00	\$4,500.00	\$12,000.00	\$3,000.00	\$9,200.00	\$3,500.00	\$38,000.00	\$1,000.00	\$295,000.00	\$4,000.00	\$210,000.00	\$78,300.00	\$52,000.00	\$1,069,333.00		\$94,630.00	\$0.00	\$19,000.00	\$36,766.00	\$5,000.00	######################################	#S 200 00	\$7 100 00	\$2.500.00	\$425.00	\$13,839.00		\$0.00	\$0.00		\$89,054.00	\$0.00	\$89,054.00	→ · · · · · · · · · · · · · · · · · · ·	*n nn	
\$4,305.36	\$865.90	\$22.99	\$0.00	\$1,012.75	\$14,462.54	\$707.70	\$241.81	\$20.53	\$102.63	\$0.00	\$221.21	\$0.00	\$0.00	\$0.00	\$53.43	\$28,729.08	\$368.10	\$13,473.00	\$6,479.78	\$3,615.59	\$80,476.41		\$4,088.53	\$0.00	\$587.77	\$480.78	\$1,899.53	\$0.00	÷ 1.	#A10 AI	\$0.00	\$70 nn	\$632.00		\$0.00	\$0.00		\$5,461.90	\$1,427.24	\$4,034.66	ψυ.υυ	9000	
\$25,334.23	\$12,685.91	\$1,243.66	\$0.00	\$3,786.86	\$23,523.91	\$7,301.26	\$3,997.92	\$102.67	\$534.94	\$0.00	\$2,024.01	\$2,899.75	\$978.48	\$11,149.51	\$266.08	\$289,744.66	\$1,832.50	\$73,103.00	\$36,491.90	\$35,741.29	\$430,634.28		\$18,688.41	\$426.49	\$5,541.94	\$2,057.92	\$3,119.26	\$1,350.35	\$4,000.44 \$4,000.00	90000	# F C C C	\$140.00	\$3.160.00		\$8,974.33	\$8,974.33		\$40,483.35	\$4,612.40	\$27,715.25	\$8,155.70	1 1 1 1 1 1 1	
42.22%	50.74%	0.00%	0.00%	11.83%	96.70%	38.43%	28.97%	14.67%	11.89%	0,00%	67.47%	31.52%	27.96%	29.34%	26.61%	98.22%	45.81%	34.81%	46.61%	68.73%	40.27%		19.75%	0.00%	29.17%	5.60%	51.99%	15.00%	40.74%	0.00%	0.00%	32 04%	22 R3%		0.00%	0.00%		45.46%	0.00%	31.12%	0.00%		
\$34,665.77	\$12,314.09	(\$1,243.66)	\$1,000.00	\$28,213.14	\$803.09	\$11,698.74	\$9,802.08	\$597.33	\$3,965.06	\$12,000.00	\$975.99	\$6,300.25	\$2,521.52	\$26,850.49	\$733.92	\$5,255.34	\$2,167.50	\$136,897.00	\$41,808.10	\$16,258.71	\$638,698.72		\$75,941.59	(\$426.49)	\$13,458.06	\$34,708.08	\$2,880.74	\$7,649.64	\$4,207.56	\$4,500.00	\$ E00.00	# FC, C, C, C, C	\$10.679.00		(\$8,974.33)	(\$8,974.33)		\$48,570.65	(\$4,612.40)	\$61,338.75	(\$8,155.70)		

\$1,000.00	(\$9,752.87)	\$781.58	\$366.04	\$1,005.12	\$2,832.91	\$4,945.50	(\$5,645.00)	\$4,494.48	\$4 000 D	\$00.00 \$000.00	\$300.00	\$7,635.69	\$1,001,246.63		\$47,964.48	\$2,453.96	\$10,200.00	\$150.00	\$4 000 00	80 000 0	\$2,000.00	\$1,565.41	\$4,212.12	(\$1,972.16)	\$2,868.65	\$278.11	\$1,351.00	(\$300.00)	\$1,500.00	\$2,000.00	\$9,734.06	\$2,174.81	\$65,000.00	\$6,755.00	\$1,375.00	\$443.19	(\$1,439.27)	(\$370.72)	(\$637.15)	(\$3,604.00)	\$799.43	(\$2,627.00)	\$2,938.32	\$8,492.74	\$15,508.00	\$183.702.86		
0.00%	109.92%	84.37%	93.34%	32.99%	43.34%	38.18%	138.14%	10.11%	2 2 2	0.00%	0.00%	49.10%	52.68%		42 90%	52.12%	%00 C	%00.0	%00.0	0.00%	21.92%	25.46%	23.42%	0.00%	47.84%	72.19%	9.93%	130.00%	0.00%	0.00%	2.66%	60.46%	0.00%	15.56%	8.33%	44.60%	128.79%	0.00%	163.72%	132.76%	46.70%	213.67%	2.06%	15.07%	%00.0	31 30%	0/00:10	
00 0	\$108,086.87	\$4,218.42	\$5,133.96	\$494.88	\$2,167.09	\$3 054 50	\$20.4700 \$20.47100	00:0++,0V+	\$303.3Z	\$0.00	\$0.00	\$7,364.31	\$1.114,847.37		C C C C C C C C C C C C C C C C C C C	20.000,000	42,0/1.04	00.08	00:09	\$0.00	\$811.12	\$534.59	\$1,287.88	\$1,972.16	\$2,631.35	\$721.89	\$149.00	\$1.300.00		0000	\$2.50 \$0.50 \$0.50	\$3.375.19	00.08	\$1.245.00	\$125.00	\$356.81	\$6.439.27	\$370.72	\$1.637.15	\$14 604 00	\$200.57	\$4 938 DD	\$61.58 861.68	\$1 507 28	00°;4≯	00.00	\$83,691.14	
6	\$6.883.10	(\$34.306.00)	\$220.27	\$250.27 \$296.11	TH:0070	0000	00.04	00.04	\$0.00	\$0.00	\$0.00	\$6.098.38	\$134.350.67			\$9,207.14	\$618.67	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	00 0\$	\$ 47.00 50.00	4416.34 00 04	00:00	00.00	00.00	\$0.00	00.00	90.00	\$020.72 \$0.00	00:00	00:00	00:0\$	\$2.709.32	44,700.00 456 77	00.000 00.000	0000	40.00 10 0004	\0.000 \0.000	00.04	00.00	00.00	\$0.00	\$13,999.71	
4	\$1,000.00	00.45.00 00.000 H	000000000000000000000000000000000000000	95,500.00	00.000.14 00.000.14	\$5,000.00	\$8,000.00	\$14,800.00	\$5,000.00	\$1,000.00	00 000\$	00:000 H	\$10,000.00 \$10,000.00	\$2,115,034.00		\$84,000.00	\$5,125.00	\$10,200.00	\$150.00	\$4,000.00	\$3.700.00	\$2,100.00	\$5.557	00.000,000	00.004	\$5,500.00	00.000.44	\$1,500.00	\$1,000.00	\$1,500.00	\$2,000.00	\$10,000.00	\$5,500.00	\$65,000.00	88,000.00 00.001	00.0004	00.008%	00.000,6\$	00.0%	00.000.14	\$11,000.00	00.005(1.8)	\$2,311.00	\$3,000.00	\$10,000.00	\$15,508.00	\$267,394.00	
	OFFICE FURN & FIXTURES	EQUIPMENT	BUILDING REPAIRS/ADDITION	SUPPLIES & MATERIALS	CLEANING SUPPLIES	MISCELLANEOUS	INSURANCE-LAW ENFORCEMENT	LINE OF DUTY PAYMENTS	TSOCITATION		EXIRADIION & IRAVEL	REGIONALJAIL	SPECIAL PROJECTS	POLICE DEPARTMENT	FIRE DEPARTMENT	SALARIES AND WAGES	INS SOCIAL SECURITY	INS HEALTH	##II - VNI	INS BETIDEMENT DI AN		INS WORKMENS COMPENSATION	INS GEN LIABILI I Y/BLDG	INSAUTO	AUDITING & LEGAL	TELEPHONE/INTERNET/COMM	UNIFORMS	TRAINING EXPENSE	EQUIPMENT MAINTENANCE	TWO-WAY RADIO MAINTENANCE	VEHICLE MAINT-INSIDE	VEHICLE MAINT-OUTISDE	MOTOR FUEL & LUBRICATION	RETIREMENT OF DEBT	EQUIPMENT	RADIO EQUIPMENT	BUILDING REPAIRS/ADDITION	SUPPLIES & MATERIALS	ELECTRICITY	MISCELLANEOUS	LINE OF DUTY PAYMENTS	SPECIAL PROJECTS	INSURANCE-FIRE CALLS	FIRE PREV/SAFETY PRG	REGULATORY REQUIREMENTS	INTEREST EXPENSE	FIRE DEPARTMENT	
	10-4140-510850	10-4140-510900	10-4140-511000	10-4140-511100	10-4140-511150	10-4140-519000	10-4140-531000	10-4140-531025		10-4140-531050	10-4140-531100	10-4140-531300	10-4140-531350	Total Dept.4140	Denartment 4150	10-4150-500000	40 41 1000	000110000000000000000000000000000000000	1014100-00147004	1-41-00-00-14-01	10-4150-501200	10-4150-501250	10-4150-501300	10-4150-501350	10-4150-510100	10-4150-510450	10-4150-510500	10-4150-510550	10-4150-510600	10-4150-510650	10-4150-510700	10-4150-510750	10-4150-510800	10-4150-510825	10-4150-510900	10-4150-510925	10-4150-511000	10-4150-511100	10-4150-511200	10-4150-519000	10-4150-531025	10-4150-531350	10-4150-532000	10-4150-532025	10-4150-532050	40-4450-480800	Total Dept.4150	

Department 4210 10-4210-500000 10-4210-501000 10-4210-501100 10-4210-501200 10-4210-501200 10-4210-501255 10-4210-501250 10-4210-501350 10-4210-501350	10-4160-531025 10-4160-531350 10-4160-532100 10-4160-532125 10-4160-561000 Total Dept.4160	10-4160-511100 10-4160-511150 10-4160-511175 10-4160-511180 10-4160-511200 10-4160-519000	10-4160-510450 10-4160-510500 10-4160-510550 10-4160-510600 10-4160-510700 10-4160-510750 10-4160-510750 10-4160-510800 10-4160-510800 10-4160-510900	Department 4160 10-4160-500000 10-4160-501000 10-4160-501100 10-4160-501150 10-4160-501225 10-4160-501250 10-4160-501250 10-4160-501250 10-4160-501350 10-4160-510350 10-4160-510350 10-4160-510350
STREET DEPARTMENT SALARIES AND WAGES INS SOCIAL SECURITY INS HEALTH INSLIFE INSRETIREMENT PLAN VRS-VLDP INS WORKMENS COMPENSATION INS GEN LIABILITY/BLDG INS AUTO	LINE OF DUTY PAYMENTS SPECIAL PROJECTS BILLING SERVICES/COLLECTIONS BAD DEBT COLLECTION FEE HEATING OIL/FUEL RESCUE DEPARTMENT	SUPPLIES & MATERIALS CLEANING SUPPLIES MEDICAL SUPPLIES MEDICAL SUPPLIES PHARMACEUTICAL ELECTRICITY MISCELLANEOUS	TELEPHONE/INTERNET/COMM UNIFORMS TRAINING EXPENSE EQUIPMENT MAINTENANCE VEHICLE MAINT-INSIDE VEHICLE MAINT-OUTISDE MOTOR FUEL & LUBRICATION EQUIPMENT BUILDING REPAIRS/ADDITION	RESCUE DEPARTMENT SALARIES AND WAGES INS SOCIAL SECURITY INS HEALTH INSLIFE INSRETIREMENT PLAN VRS-VLDP INS WORKMENS COMPENSATION INS GEN LIABILITY/BLDG INS AUTO AUDITING & LEGAL DUES/MERBERSHIP/SUBSCRIPTIONS OFFICE STIEDLIES
\$612,906.00 \$46,900.00 \$210,000.00 \$2,200.00 \$145,000.00 \$2,000.00 \$2,000.00 \$3,800.00 \$5,800.00	\$13,500.00 \$1,000.00 \$45,000.00 \$1,500.00 \$2,500.00 \$959,528.00	\$1,000.00 \$5,000.00 \$1,000.00 \$25,000.00 \$6,000.00 \$1,000.00	\$2,500.00 \$3,000.00 \$2,000.00 \$6,500.00 \$3,000.00 \$17,000.00 \$23,000.00 \$23,000.00 \$23,000.00	\$533,657.00 \$40,825.00 \$98,000.00 \$1,500.00 \$1,246.00 \$1,100.00 \$1,100.00 \$3,200.00 \$65,500.00 \$65,500.00
\$53,161.91 \$3,714.00 \$6,842.00 \$250.58 \$22,909.58 \$292.39 \$0.00 \$0.00	\$0.00 \$231.43 \$0.00 \$0.00 \$0.00 \$65,766.30	\$0.00 \$25.75 \$122.60 \$1,746.91 \$0.00 \$56.55 \$29.42	\$396.20 \$32.38 \$0.00 \$89.99 \$0.00 \$0.00 \$1,667.93 \$246.50 \$0.00	\$42,378.86 \$2,930.02 \$8,096.00 \$111.91 \$7,153.38 \$18.86 \$0.00 \$0.00 \$0.00 \$431.61
\$305,191.14 \$22,334.49 \$70,829.00 \$1,597.43 \$66,816.08 \$1,053.96 \$6,257.23 \$1,304.37 \$2,152.08	\$12,656.00 \$1,569.74 \$17,064.34 \$184.13 \$813.05 \$392,170.46	\$1,002.38 \$3,394.68 \$353.58 \$14,519.89 \$0.00 \$370.72 \$398.37	\$830.56 \$2,048.39 \$794.21 \$474.53 \$1,360.00 \$187.42 \$9,886.37 \$8,725.48 \$1,532.29 \$1,007.38	\$224,108.70 \$15,885.44 \$40,480.00 \$559.55 \$24,007.83 \$94.30 \$3,985.63 \$331.46 \$860.13 \$1,972.16 \$1,7749.13
49.79% 47.62% 33.73% 72.61% 46.08% 52.70% 26.07% 34.33% 37.10%	93.75% 156.97% 37.92% 12.28% 32.52% 40.87%	100.24% 67.89% 35.36% 58.08% 0.00% 0.00% 39.84%	33.22% 68.28% 39.71% 23.73% 20.92% 6.25% 57.98% 37.94% 5.89%	41.99% 38.91% 41.31% 37.30% 36.94% 7.57% 18.98% 30.13% 26.88% 0.00% 26.91%
\$307,714.86 \$24,565.51 \$139,171.00 \$602.57 \$78,183.92 \$946.04 \$17,742.77 \$2,495.63 \$3,647.92	\$844.00 (\$569.74) \$27,935.66 \$1,315.87 \$1,686.95 \$567,357.54	(\$2.38) \$1,605.32 \$646.42 \$10,480.11 \$6,000.00 (\$370.72) \$601.63	\$1,669.44 \$951.61 \$1,205.79 \$1,525.47 \$5,140.00 \$2,812.58 \$7,143.63 \$14,274.52 \$24,467.71	\$309,548.30 \$24,939.56 \$57,520.00 \$940.45 \$40,992.17 \$1,151.70 \$17,014.37 \$768.54 \$2,339.87 (\$1,972.16) \$4,750.87

(\$78.00)	\$95.24	(\$3,424.12)	(\$2,300.00)	(\$80.04)	\$12,005.57	\$9,322.49	\$10,976.30	(\$1,633.62)	\$939.29	\$11,145.98	\$10,818.38	\$308.58	\$420.23	\$167.57	\$10,000.00	\$1,000.00	\$42,514.70	(\$27.34)	\$6,000.00	\$103,521.92	\$25,000.00	(\$322,702.79)	\$35.64	\$489,096.20		6160 563 63	00.000,00T¢	\$8,501.09	\$39,280.00	\$679.87	\$29,546.21	\$686.79	\$11,796.64	\$1,642.00	\$425.61	(\$600.00)	\$13,329.72	(\$6,888.89)	\$32,004.16	\$50,000.00	(\$812.13)	\$8,452.22	\$2,196.64	(\$172.00)	\$350.631.56		
115.60%	93.65%	168.48%	157.50%	0.00%	39.97%	22.31%	63.41%	158.62%	6.07%	41.99%	27.88%	38.28%	43.97%	44.14%	0.00%	0.00%	34.59%	101.37%	0.00%	17.18%	0.00%	0.00%	98.98%	65.13%		i d	37.05%	44.67%	34.53%	47.70%	44.25%	42.77%	24.08%	36.85%	78.72%	0.00%	46.68%	127.56%	8.56%	0.00%	0.00%	15.48%	56.07%	100 78%	30 34%	0.00	
\$578.00	\$1,404.76	\$8,424.12	\$6,300.00	\$80.04	\$7.994.43	\$2 677.51	\$19.023.70	\$4.420.62	\$60.71	\$8.067.02	\$4,181.62	\$191.42	\$329.77	\$132.43	\$0.00	\$0.00	\$22,485.30	\$2.027.34	00:08	\$21.478.08	\$0.00	\$322.702.79	\$3.464.36	\$943.559.80	000000000000000000000000000000000000000		\$94,499.37	\$6,863.91	\$20,720.00	\$620.13	\$23,453.79	\$513.21	\$3,742.36	\$958.00	\$1,574.39	\$600.00	\$11,670.28	\$31.888.89	\$2.995.84	00.08	\$810.13	\$7 LY3 L\$	\$2,500 PM	#4,000:30 410 00	\$22,172.00	\$227,435.44	
00 0\$	00:00	90.00	00 0#	00 0#	\$10.00	00.219	\$0.00 \$0.00	44.000,00	00:00	\$316.53	\$1 114 00	\$42.58	\$71.99	\$22.15	\$0.00	00.04	00:0\$	90.00	00:0±0	00:00	00:00	00:00	\$0.00 \$0.77	20.1.30 20.1.30	\$9Z,951.14		\$18,228.91	\$1,264.20	\$4,144.00	\$87.93	\$6.994.58	\$103.00	00 0\$	00.0\$	00.08	00 0\$	89 89	00.0\$	#0.00 #0.00 #0.00	4203.01	00.00	90.00	\$1/2.30 \$0.00	00.00	\$0.00	\$31,353.41	
(((((((((((((((((((00:00:	9T, 200.00	00.000,00	00:000,44	\$0.00	\$20,000.00	\$12,000.00	\$30,000.00	\$2,787.00	DT.000.00	#19,715,00	00.000;014 00.000;04	\$300.00 \$150.00	000000000000000000000000000000000000000	00.000 014	000000000000000000000000000000000000000	DO:000:00	00.000,000	\$2,000.00	00.000.000	\$125,000.00	\$25,000.00 60.00	00.00\$	\$3,500.00	\$1,402,656.00		\$255.063.00	\$15.365.00		, the second sec	00.000 (14)	000000000000000000000000000000000000000	41, 200.000	00.000,014 00.000,04	00.000,000 00.000,000	00.000,000	00.00	00.000,000	\$25,000.00	\$35,000.00	\$50,000.00	00.08	\$10,000.00	\$5,000.00	\$22,000.00	\$578,067.00	
	DUES/MERBERSHIP/SOFTWARE LICENSE FEES	TELEPHONE/INTERNET/COMM	UNIFORMS	TRAINING EXPENSE	EQUIPMENT MAINTENANCE	VEHICLE MAINT-INSIDE	VEHICLE MAINT-OUTISDE	MOTOR FUEL & LUBRICATION	EQUIPMENT	BUILDING REPAIRS/ADDITION	SUPPLIES & MATERIALS	ELECTRICITY	WATER	SEWER	GARBAGE	ENGINEERING	LEASE PROP & RIGHT OF WAY	TRAFFIC SAFETY	MISCELLANEOUS	STORM DRAINAGE	ST, BRIDGES, SIDEWALK MAINT	SNOW & ICE REMOVAL	VDOT REIMBURSED EXPENSES	HAND TOOLS & EQUIPMENT	STREET DEPARTMENT	SANITATION DEPARTMENT		SALARIES AND WAGES	INS SOCIAL SECURITY	INS HEALTH	INSLIFE	INS,-RETIREMENT PLAN	VRS-VLDP	INS WORKMENS COMPENSATION	INSAUTO	UNIFORMS	TRAINING EXPENSE	VEHICLE MAINT-INSIDE	VEHICLE MAINT-OUTISDE	MOTOR FUEL & LUBRICATION	RETIREMENT OF DEBT	EQUIPMENT	SUPPLIES & MATERIALS	MISCELLANEOUS	GARBAGE CONTAINERS	SANITATION DEPARTMENT	
	10-4210-510250	10-4210-510450	10-4210-510500	10-4210-510550	10-4210-510600	10-4210-510700	10-4210-510750	10-4210-510800	10-4210-510900	10-4210-511000	10-4210-511100	10-4210-511200	10-4210-511250	10-4210-511300	10-4210-511350	10-4210-511400	10-4210-511450	10-4210-511500	10-4210-519000	10-4210-540000	10-4210-540050	10-4210-540100	10-4210-540250	10-4210-570250	Total Dept.4210		Department 4240	10-4240-500000	10-4240-501000	10-4240-501100	10-4240-501150	10-4240-501200	10-4240-501225	10-4240-501250	10-4240-501350	10-4240-510500	10-4240-510550	10-4240-510700	10-4240-510750	10-4240-510800	10-4240-510825	10-4240-510900	10-4240-511100	10-4240-519000	1000 LAZ - 0 LO CA - 0 LO	Total Dent 4240	

Department 5429 10-5429-660000	Department 5421 10-5421-630000 10-5421-640000 10-5421-650000 Total Dept.5421	Department 5414 10-5414-660000 Total Dept.5414 Department 5415 10-5415-630000 Total Dept.5415	Department 4300 10-4300-525300 Total Dept.4300	Department 4290 10-4290-500000 10-4290-501100 10-4290-501150 10-4290-501250 10-4290-501250 10-4290-501250 10-4290-510100 10-4290-510100 10-4290-510450 10-4290-510600 10-4290-510600 10-4290-510600 10-4290-51000 10-4290-51000 10-4290-51000 10-4290-550025 10-4290-550025 10-4290-550250 10-4290-550250 10-4290-550250 10-4290-550250 10-4290-550250 10-4290-550250 10-4290-550250 10-4290-550250 10-4290-550250 10-4290-550250 10-4290-550250
CAPITAL-RECREATION BUILDING & BLDG, IMPROVEMENTS	CAPITAL-STREET MACHINERY AND EQUPMENT VEHICLES, BOATS, ETC. INFRASTRUCTURE, DEPR. CAPITAL-STREET	CAPITAL-POLICE BUILDING & BLDG. IMPROVEMENTS CAPITAL-POLICE CAPITAL-FIRE MACHINERY AND EQUPMENT CAPITAL-FIRE	COMMUNITY & CIVIC FACILITIES VET/CENT/HIST COMMUNITY & CIVIC FACILITIES	RECREATION DEPARTMENT SALARIES AND WAGES INS SOCIAL SECURITY INS HEALTH INSLIFE INSRETIREMENT PLAN VRS-VLDP INS WORKMENS COMPENSATION INS GEN LIABILITY/BLDG AUDITING & LEGAL OFFICE SUPPLIES TELEPHONE/INTERNET/COMM EQUIPMENT MAINTENANCE RETIREMENT OF DEBT EQUIPMENT BUILDING REPAIRS/ADDITION SUPPLIES & MATERIALS MISCELLANEOUS VOLLEYBALL EXPENSES SWIMMING POOL SUPPLIES WM'S PARK MAINTENANCE CONCESSION STAND EXP SALES TAX-CONCESSION STAN RECREATION DEPARTMENT
\$8,500.00	\$36,300.00 \$179,314.00 \$350,000.00 \$565, 614.00	\$13,600.00 \$13,600.00 \$0.00 \$0.00	\$0.00 \$0.00	\$167,619.00 \$12,822.00 \$8,400.00 \$300.00 \$4,500.00 \$4,000.00 \$4,000.00 \$40,000.00 \$40,000.00 \$40,000.00 \$10,000.00 \$15,000.00 \$15,000.00 \$15,000.00 \$293,241.00
\$0.00	\$0.00 \$0.00 \$0.00	\$42,022.86 \$42,022.86 \$0.00 \$0.00	\$0.00 \$0.00	\$10,537.96 \$756.75 \$1,274.00 \$2,918.73 \$31.08 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$193.47 \$279.75 \$0.00 \$1.428.61 \$550.34 \$2.81 \$550.34 \$2.81 \$65.18 \$18.92 \$466.46 \$0.00 \$18,547.56
\$13,578.50	\$36,300.00 \$186,547.00 \$0.00 \$222,847.00	\$72,317.86 \$72,317.86 \$6,970.00 \$6,970.00	\$153.93 \$153.93	\$63,216.73 \$4,738.38 \$5,096.00 \$117.50 \$8,654.70 \$1,55.40 \$729.31 \$1,229.62 \$1,314.76 \$0.00 \$2,156.80 \$1,119.00 \$817.42 \$2,253.61 \$2,156.80 \$4,230.16 \$2,545.31 \$3,597.29 \$3,597.29 \$3,597.29 \$3,597.29 \$3,597.29 \$3,597.29 \$3,597.29 \$3,597.29 \$3,597.29 \$3,597.29 \$3,597.29 \$3,597.29
159.75%	100.00% 104.03% 0.00% 39.40 %	531.75% 531.75% 0.00%	0.00% 0.00 %	37.71% 36.96% 60.67% 39.17% 115.40% 0.00% 36.47% 30.74% 0.00% 107.84% 0.00% 0.00% 21.16% 21.16% 397.49% 0.00% 132.19% 16.97% 23.98% 0.00% 36.85%
(\$5,078.50)	\$0.00 (\$7,233.00) \$350,000.00 \$342,767.00	(\$58,717.86) (\$58,717.86) (\$6,970.00) (\$6,970.00)	(\$153.93) (\$153.93)	\$104,402.27 \$8,083.62 \$3,304.00 \$182.50 (\$1,154.70) (\$155.40) \$1,270.69 \$2,770.38 (\$1,314.76) \$150.00 (\$156.80) (\$1,119.00) \$40,000.00 \$182.58 \$246.39 \$7,884.33 (\$2,974.92) \$7,884.33 (\$2,974.92) \$12,454.69 \$11,402.71 \$2.11

(\$5,078.50)	(\$1,072.97) (\$1,072.97)	\$3,879,680.67		Unappropriated Help.	(Hurt) \$1,051.34	\$31.00	(\$729,907.23)	(\$5,675.32)	(\$4,602.00)	\$3,350.00	(1111)	(\$420.46)	(\$39,725.00)	(\$401,804.50)	(\$1,085.00)	(\$1,917.50)	(\$444,952.46)	(\$1,180,704.67)		Unappropriated Help.	(Hurt)	\$237,379.51	\$18,617.29	\$75,159.00	\$1,019.52	\$42,801.13	\$916.76	
159.75%	0.00%	51.45%		TI.	% Received 240.18%	%00.0	33.64%	52.71%	16.33%	211.67%	34.36%	57.95%	47.03%	34.71%	27.67%	36.08%	36.06%	35.02%		ח	% Used	41.52%	40.14%	37.37%	43.36%	49.21%	38.88%	
\$13,578.50	\$1,072.97 \$1,072.97	\$4,111,857.33	\$6,328,118.44 \$2,527,168.64 \$4,111,857.33 (\$1,584,688.69) \$4,743,429.75		Revenue YTD	\$31.00	\$370,092.77	\$6,324.68	\$898.00	\$6,350.00	\$385,497.79	\$579.54	\$35,275.00	\$213,591.50	\$415.00	\$1,082.50	\$250,943.54	\$636,441.33			Expenditure YTD	\$168.565.49	\$12,482.71	\$44,841.00	\$780.48	\$41,465.87	\$583.24	
\$0.00	\$0.00	\$568,414.06	\$490,519.47 \$568,414.06 (\$77,894.59)		Activity this Period	\$/34.14 \$0.00	\$73.614.04	\$1,318.60	\$80.00	\$0.00	\$75,746.78	\$113.66	\$7.055.00	\$42,459.00	\$83.00	\$216.50	\$49,927.16	\$125,673.94			Activity this Period	\$21 725 09	\$2,72,51	\$9.204.00	\$164.56	\$12,779.32	\$127.42	
\$8,500.00	\$0.00 \$0.00	\$7,991,538.00	Fund Balance Total Revenues Less Total Expenditures Net Income New Fund Balance		Estimated Revenue	\$750.00	00.00	\$12,000.00	\$5,500.00	\$3,000.00	\$1,121,250.00	00 000 1\$	\$2:000,11¢ \$7\$	\$5.5555. \$61.8396.00	00 004 14	50:000(TA 00:000(TA	\$695,896.00	\$1,817,146.00			Approp Amount		00.04400,0440.00	00000000000000000000000000000000000000	00.000,000,000	\$4,000.00 \$84.067.00	\$1,500.00	
CAPITAL-RECREATION	CAPITAL-COMM & CIVIC FACILITIES INFRASTRUCTURE, DEPR. CAPITAL-COMM & CIVIC FACILITIES	General Fund			Account Description	INTERESTINCOME	SALE OF SALVAGE & SURPLUS	WATER COLLECTIONS	PENALIES OTRA OTRA OTRA OTRA OTRA OTRA OTRA OTRA	SERVICE CHARGES WATER TAPS	REVENUE		INTEREST INCOME-WAT DEBI	CEDAR BLUFF WATER COLL	TAZ. PSA WATER COLL	CEDAR BLUFF-Wat Debt	TZ CO PSA-KENTS RIDGE REVENUE	Water Fund			Account Description	WATER TREATMENT PLANT	SALARIES AND WAGES	INS SOCIAL SECURITY	INSHEALTH	INS,-LIFE	INSRETIREMENT PLAN VRS-VLDP	
Total Dept.5429	Department 5430 10-5430-650000 Total Dept.5430	Total Fund		Water Fund Revenues	Account Number	20-3701-413300	20-3701-413900	20-3701-420050	20-3701-420200	20-3701-420250	20-3701-420300 Total Dept.3701		20-3702-413310	20-3702-440000	20-3702-440100	20-3702-440200	20-3702-440300 Total Dept.3702	Total Fund	Water Fund	Expenditures	Account Nimber	Department 4340	20-4340-500000	20-4340-501000	20-4340-501100	20-4340-501150	20-4340-501200	Z0-4040-00 14440

	Total Fund	20-5434-640000 20-5434-650000 20-5434-660000 Total Dept.5434	Total Dept.4340 Department 5434	20-4340-595100 20-4340-595200	20-4340-562000	20-4340-560150	20-4340-560050	20-4340-560000	20-4340-511400	20-4340-511350 20-4340-511350	20-4340-511300	20-4340-511250	20-4340-511200	20-4340-511100	20-4340-511050	20-4340-511000	20-4340-510900	20-4340-510825	20-4340-510800	20-4340-510750	30-7370 E10200	20-4340-510606	20 4340 F4 0000	20 4340 540550	20-4340-310430	20-4340-510400	20-4340-510250	20-4340-510150	20-4340-510100	20-4340-501350	20-4340-501300	20-4340-501250
	Water Fund	VEHICLES, BOATS, ETC. INFRASTRUCTURE, DEPR. BUILDING & BLDG. IMPROVEMENTS CAPITAL-WTP	WATER TREATMENT PLANT	TRANSFER OUT-ADM EXPENSE (GF) TRANSFER OUT-IT EXPENSE (GF)	PLANT PARTS	WATER QUALITY TESTING	INSTRUMENT CALIBRATION	CHEMICALS-TREATMENT	MISCELL ANEOLIS	GARBAGE	SEWER	WATER	ELECTRICITY	SUPPLIES & MATERIALS	GROUNDS & FACILITIES	BUILDING REPAIRS/ADDITION	EQUIPMENT	RETIREMENT OF DEBT	MOTOR FIEL & LIBRICATION	VEHICLE MAINIT OLITIONE	I SERVICE/EQ	EQUIPMENT MAINTENANCE	I RAINING EXPENSE	CNITCRMS	IELEFHONE/INTERNET/COMM	POSTAGE	DUES & MERBERSHIP	PRINTING & BINDING	AUDITING & LEGAL	INSAUTO	INS GEN LIABILITY/BLDG	INS WORKMENS COMPENSATION
Fund Balance Total Revenues	\$1,452,376.00	\$46,535.00 \$0.00 \$0.00 \$46,535.00	\$1,405,841.00	\$5,000.00 \$175,000.00 \$17.200.00	\$10,000.00	\$7,830.00 \$16.000.00	\$1,200.00	\$136.000.00	\$1,200.00	\$200.00	\$70,000.00	\$2,200.00	\$135,000.00	\$8,000.00	\$350.00	\$2,500.00 \$2,500.00	\$3,500,00	\$4,000.00 \$4,000.00	\$250.00 \$250.00	\$250.00	\$2,500.00	\$5,000.00	\$2,500.00	\$500.00	\$3,500.00	\$7,650.00	\$2,700.00	\$0.00	\$10,833.00	\$500.00	\$7,250.00	\$13,500.00
\$125,673.94	\$68,525.96	\$0.00 \$0.00 \$0.00	\$68,525.96	\$0.00 \$0.00	\$0.00	\$0.00	\$0.00	*0.00	\$0.00	\$34.26	\$0.00	\$160.60	\$9,968.39	\$241.74	\$0.00	* 0.00	\$0.00	\$309.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$385.54	\$0.00	\$1,143.03	\$0.00	\$0.00	\$0.00	\$0.00
\$6,121,760.46 \$636,441.33	\$596,330.45	\$47,575.00 \$48,723.00 \$323.00 \$96, 621.00	\$499,709.45	\$1,701.36 \$65,450.00 \$8.258.00	\$5,263.70	\$7,830.00	\$0.00	\$680.50	\$0.00	\$195.95	\$0.00	\$790.70	\$45,474.23	\$2.794.06	00 0\$ 80.22c,1&	\$812.14	\$0.00	\$2,105.48	\$0.00	\$32.46	\$600.00	\$11,457.33	\$1,270.32	\$2,951.46	\$1,682.95	\$1,308.44	\$1,957.00	\$2,639.97	\$2,500.00	\$336.67	\$2,356.48	\$2,670.76
	41.06%	102.23% 0.00% 0.00% 207.63%	35.55%	21.27% 37.40%	52.64%	100.00%	0.00%	56.71%	0.00%	97.98%	0.00%	35.94%	33.68%	34 93%	60.92%	23.20%	0.00%	52.64%	0.00%	12.98%	24.00%	229.15%	50.81%	590.29%	48.08%	17.10%	72.48%	0.00%	23.08%	67.33%	32.50%	19.78%
	\$856,045.55	(\$1,040.00) (\$48,723.00) (\$323.00) (\$50,086.00)	\$906,131.55	\$6,298.64 \$109,550.00	\$4,736.30	\$0.00	\$1,200.00	\$519.50	\$1,200.00	\$4.05	\$70,000.00	\$1,409.30	\$89,700.94	\$500.00 \$500.00	\$977.04	\$2,687.86	\$104,916.00	\$1,894.52	\$250.00	\$217.54	\$1,900.00	(\$6,457.33)	\$1,229.68	(\$2,451.46)	\$1,817.05	\$6,341.56	\$743.00	(\$2,639.97)	\$8,333.00	\$163.33	\$4.893.52	\$10.829.24

		Unappropriated Help.	(Hurt)	\$1,072.07	(\$4,850.00)	\$124.00	(\$837,704.53)	(\$2,789.76)	(\$3,612.50)	(\$847,760.72)	\$1,557.54	(\$62,295.00)	(\$173,807.00)	(\$234,544.46)	(\$1,082,305.18)		II nonnouriated Help	יייי ייייייייייייייייייייייייייייייייי	(Hurt)	\$230,974.97	\$24.326.57	\$60,720.00	\$1 224 18	\$38.284.14	\$1 232 39	фт, 202. Фр. 201. Со. 100.	45,5501.22	\$10,665.63	\$636.83	\$8,333.00	(\$639.98)	\$1,472.00	\$200.00	\$5,712.32	\$749.54	(\$861.61)	\$1,274.00	\$17,086.08	(\$600.00)	\$2,004.04	
		日	% Received	314.41%	3.00%	%00.0	41.62%	79.34%	9.69%	41.85%	545.01%	37.71%	36.80%	37.51%	40.97%		É	5	% Used	43.32%	34 61%	41.62%	200 B C	58.73%	2/14:NO	75.85%	25.53%	31.51%	52.83%	23.08%	132.00%	26.40%	0.00%	18.40%	68.77%	143.08%	36.30%	31.66%	%00.0	33.20%	
\$40,110.88 \$6,161,871.34			Revenue YTD	\$1,572.07	\$150.00	\$124.00	\$597,295.47	\$10,710.24	\$387.50	\$610.239.28	\$1,907.54	\$37,705.00	\$101,193.00	\$140,805,54	\$751,044.82				Expenditure YTD	€176 505 03	00.000000000000000000000000000000000000	\$12,873.43 \$42.280.00	00.000,200	\$775.82	\$41,715.80	\$429.61	\$1,148.78	\$4,916.31	\$713.17	\$2,500.00	\$2,639.98	\$528.00	\$0.00	\$1,287.68	\$1,650.46	\$2,861.61	\$726.00	\$7,913.92	\$600.00	900000000000000000000000000000000000000	
\$57,147.98			Activity this Dariod	\$687,59	\$0.00	\$0.00	\$120,250.92	\$2 180 55	00:00=(7)	\$20:00 \$103 100 UB	\$374.66	\$7 EA1 00	00.145,74	\$27,020,050 \$27,044,66	00.110,720	\$151,145.7 <i>k</i>			Activity this Period		\$31,112.82	\$2,177.25	\$8,656.00	\$153.52	\$12,375.82	\$86.93	\$0.00	\$0.00	\$0.00	\$0.00	\$1.143.04	\$0.00	00.08	\$385.56	\$140.16	00 0\$	00 0\$	00:0\$	00:0\$	0000	00000
Less Total Experiments Net Income New Fund Balance				ESTIMATED REVEILUE	00.000	00.000,004	0.00	00:000;00t;19	00.000.00	00.000,014	\$1,458,000:00	00.0654	\$100,000.00	\$275,000.00	00.000,000	\$1,833,350.00			Approp Amount		\$407,500.00	\$37,200.00	\$104,000.00	\$2,000.00	\$80,000.00	\$1,662.00	\$4,500.00	\$15.600.00	\$1,350.00	00 833 OU	\$2.500,0±0	00.000 00	00.0004	00.000	00.000,74	\$2,400.00	\$2,000.00	\$4,000.00 00.000	00.000,624	00:00	\$3,000.00
				Account Description	INTERESTINCOME	WWTP-LAB TEST/SEPTIC TRET	SALE OF SALVAGE & SURPLUS	SEWER COLLECTIONS	PENALTIES	SERVICE CHARGES	REVENUE	INTEREST INCOME-VRA	CEDAR BLUFF SEWER COLL	TZ CO PSA SEWER COLL	REVENUE	Sewer Fund			Account Description	WASTEWATER TREATMENT PLANT	SALARIES AND WAGES	INS SOCIAL SECURITY	HEINSHEALTH	======================================	INS -RETIREMENT PLAN		VCE-VEDT		INS GEN LIABILITYBLDG	INSAULO	AUDITING & LEGAL	PRINTING & BINDING	DUES & MERBERSHIP	OFFICE SUPPLIES	POSTAGE	TELEPHONE/INTERNET/COMM	UNIFORMS	TRAINING EXPENSE	EQUIPMENT MAINTENANCE	IT SERVICE/EQ	VEHICLE MAINT-INSIDE
	Sewer Fund	Revenues		Account Number	30-3701-413300	30-3701-413800	30-3701-413900	30-3701-420100	30-3701-420200	30-3701-420250	Total Dept.3701	30-3702-413320	30-3702-440400	30-3702-440500	Total Dept.3702	Total Fund	Sewer Fund	Experialitales	Account Number	Department 4380	000003-0867-06	30-4380-501000		30-4380-501100 30-4380-501150	000000000000000000000000000000000000000	30-4380-501200	30-4380-501225	30-4380-501250	30-4380-501300	30-4380-501350	30-4380-510100	30-4380-510150	30-4380-510250	30-4380-510350	30-4380-510400	30-4380-510450	30-4380-510500	30-4380-510550	30-4380-510600	30-4380-510625	30-4380-510700

\$596,330.45 \$40,110.88 \$6,161,871.34

\$68,525.96 \$57,147.98

Less Total Expenditures

Account Number 40-3701-413600 40-3701-430000	Water/Sewer Line Maintenance Fund Revenues					Total Fund	וסומנ שפט וישאטט	30-5438-640000	Department 5438	יטיפי הפחרי+2000	Total Total (200)	30 A350 E0E300	30 4350 F0F430	30 4330 500050	30 4380 503000	30 4380 104310	30 4300 10400	30 3000 102010	30-4380-551150	30,4380-561100	30-4380-561000	30-4380-519000 30-4380-519000	30-4380-511400	30-4380-511350	30-4380-511300	30-4380-511250	00-4380-511200	30 4380-511150	00'4000'0'44400	30 4380-511080	30-4080-511000	30 4380-514800	30 7380 E70000	30-4380-510850	30-4380-510825	30-4380-510750 30-4380-510800
Account Description CONTRACT WORK-SEW/WAT LIN MISCELLANEOUS REVENUE						Sewer Fund	CAPIIAL-WWIP	VEHICLES, BOATS, ETC.	CAPITAL-WWTP	WAS LEWALER IREATMENT PLANT	IRANSFER CUI-IT EXPENSE (GF)	FRANSFER OUT-ADM EXPENSE (GF)	CHEMICALS / SUPPLIES-LAB	PLANTPARTS	OUTSIDE SLUDGE HAULING	PLANT METERING & INSTRU.	CUISIDE LAB TESTING	ELECTRICITY-LIFT STATION	WATER-LIFT STATION	PERMIT FEES	HEATING OIL/FUEL	MISCELLANEOUS	ENGINEERING	GARBAGE	SEWER	WATER	ELECTRICITY	CLEANING SUPPLIES	OUTPLIES & MAIERIALS	GROUNDS & FACILITIES	BUILDING REPAIRS/ADDITION	FOCIPMENT				VEHICLE MAINT-OUTISDE
Estimated Revenue \$0.00 \$0.00		New Fund Balance	Net income	l ass Total Evnandituras	Fund Balance	\$1,549,024.00	\$93,929.00	\$93,929.00		\$1,455,095.00	\$17,000.00	\$110,000.00	\$38,000.00	\$30,000.00	\$22,000.00	\$4,000.00	\$8,000.00	\$15,000.00	\$1,200.00	\$13,500.00	\$60,000.00	\$2,000.00	\$1,000.00	\$800.00	\$6,000.00	\$6,000.00	\$172,000.00	\$1,200.00	\$12,000.00	\$1,000.00	\$5,000.00	\$5,000.00	\$500.00	\$201,650.00	\$11,000.00	\$1,000.00
Activity this Period \$0.00 \$0.00		4//,313//0	\$77.31E.76	\$131,143.72 \$73.837.00	÷ 100	\$73,827.96	\$0.00	\$0.00		\$73,827.96	\$0.00	\$0.00	\$0.00	\$1,477.11	\$0.00	\$0.00	\$372.00	\$1,638.63	\$48.12	\$0.00	\$0.00	\$0.00	\$0.00	\$66.46	\$561.48	\$455.71	\$12,578.50	\$0.00	\$11.89	\$0.00	\$34.97	\$0.00	\$0.00	\$0.00	\$351.99	\$0.00
Revenue YID \$691.08 \$25,000.00		\$7,489,671.81	\$588,356.45	\$/51,044.82	\$7,326,983.44	\$588,356.45	\$93,929.00	\$93,929.00		\$494,427.45	\$8,162.00	\$44,179.00	\$18,498.12	\$8,926.61	\$3,719.60	\$0.00	\$3,409.50	\$7,253.26	\$188.43	\$10,886.00	\$7,777.77	\$213.50	\$0.00	\$335.95	\$2,294.71	\$1,862.06	\$59,667.94	\$1,448.76	\$1,766.09	\$0.00	\$2,481.55	\$2,949.91	\$0.00	\$0.00	\$2,114.75	\$2,210.32
<u>Un</u> %.Received 0.00% 0.00%						37.98%	100.00%	100.00%		33.98%	48.01%	40.16%	48.68%	29.76%	16.91%	0.00%	42.62%	48.36%	15.70%	80.64%	12.96%	10.68%	0.00%	41.99%	38.25%	31.03%	34.69%	120.73%	14.72%	0.00%	49.63%	59.00%	0.00%	0.00%	19.23%	221.03%
Unappropriated Help. (Hurt) \$691.08 \$25,000.00						\$960,667.55	\$0.00	\$0.00		\$960,667.55	\$8,838.00	\$65,821.00	\$19,501.88	\$21,073.39	\$18,280.40	\$4,000.00	\$4,590.50	\$7,746.74	\$1,011.57	\$2,614.00	\$52,222.23	\$1,786.50	\$1,000.00	\$464.05	\$3.705.29	\$4.137.94	\$112.332.06	(\$248.76)	\$10.233.91	\$1,000.00	\$2,518.45	\$2,050.09	\$500.00	\$201,650.00	\$8,885.25	(\$1,210.32)

Total Dept.3701	REVENUE	\$0.00	\$0.00	\$25,691.08	%00.0	\$25,691.08
Total Fund	Water/Sewer Line Maintenance Fund	\$0.00	\$0.00	\$25,691.08	%00.0	\$25,691.08
Water/Sewer Line Maintenance Fund Expenditures						Unappropriated Help
Account Number		Approp Amount	Activity this Period	Expenditure YTD	% Used	(Hurt)
Department 4360	WATER/SEWER LINE MAINT		¢21 875 72	\$125.726.03	63.62%	\$71,887.97
40-4360-500000	SALARIES AND WAGES	\$197,614.00 \$15 150 00	\$1.541.05	\$9,214.48	60.82%	\$5,935.52
40-4360-501000	INS SOCIAL SECURITY	913,130.00 9 F F F O O O	\$7.711.00	\$34,020.00	61.30%	\$21,480.00
40-4360-501100	INS HEALTH	\$53,300.00 \$4,467,00	\$122.25	\$518.61	44.82%	\$638.39
40-4360-501150	INSLIFE	\$2,137.00 \$30,000,00	\$8.404.09	\$27,177.30	%69.69	\$11,822.70
40-4360-501200	INSRETIREMENT PLAN	00:000;600	\$43.61	\$195.74	0.00%	(\$195.74)
40-4360-501225	VRS-VLDP	\$6.00 00.000	\$0.00	\$1,980.70	33.01%	\$4,019.30
40-4360-501250	INS WORKMENS COMPENSATION	\$4,000.00	\$0.00	\$417.17	24.54%	\$1,282.83
40-4360-501300	INS GEN LIABILITY/BLDG	\$2,700,00	\$0.00	\$509.31	24.25%	\$1,590.69
40-4360-501350	INSAUTO	\$4,100.00 \$700.00	00.0\$	\$1,080.15	154.31%	(\$380.15)
40-4360-510450	TELEPHONE/INTERNET/COMM	\$7 EOO OO	\$0.00	\$2,475.46	165.03%	(\$975.46)
40-4360-510500	UNIFORMS	41,300.00 41,300.00	00 0\$	\$3,103.20	25.86%	\$8,896.80
40-4360-510700	VEHICLE MAINT-INSIDE	\$12,000.00 \$8,000.00	\$0.00	\$1,525.33	19.07%	\$6,474.67
40-4360-510750	VEHICLE MAINT-OUTISDE	40,000.00	\$735.30	\$5,562.98	55.63%	\$4,437.02
40-4360-510800	MOTOR FUEL & LUBRICATION	\$10,000.00 \$4 FOO OO	\$0.00	\$1,420.04	31.56%	\$3,079.96
40-4360-510900	EQUIPMENT	00.000.44	00 0\$	\$574.53	114.91%	(\$74.53)
40-4360-511000	BUILDING REPAIRS/ADDITION	\$500.00	\$107.08	\$12.210.34	152.63%	(\$4,210.34)
40-4360-511100	SUPPLIES & MATERIALS	\$8,000.00	\$237.20	\$1,001.65	25.04%	\$2,998.35
40-4360-511200	ELECTRICITY	\$4,000.00	47.02	\$38.19	38.19%	\$61.81
40-4360-511250	WATER	\$100.00 \$410.00	411 78	\$64.20	42.80%	\$85.80
40-4360-511300	SEWER	\$150.00	\$22.75 \$20.15	\$117.43	52.19%	\$107.57
40-4360-511350	GARBAGE	\$223.00 00 000 aca	\$0.00	\$0.00	0.00%	\$25,000.00
40-4360-511400	ENGINEERING	\$42,000.00	00 0\$	\$0.00	0.00%	\$13,000.00
40-4360-511450	LEASE PROP & RIGHT OF WAY	913,000.00	00.04	\$11,472.25	38.24%	\$18,527.75
40-4360-511550	METERS & RELATED EQ	930,000,00	00.04	\$56.28	28.14%	\$143.72
40-4360-511600	MISS UTILITY SERVICE FEES	\$200.00 \$1 500 00	\$0.00	\$3,077.09	205.14%	(\$1,577.09)
40-4360-519000	MISCELLANEOUS	00.000,14	\$0.00	\$0.00	%00.0	\$4,000.00
40-4360-560000	CHEMICALS-TREATMENT	00.000,44	00.08	\$0.00	0.00%	\$2,500.00
40-4360-563000	NEW MANHOLES & SEWER LINE	\$2,300.00 \$F 000 00	\$0.00	\$0.00	0.00%	\$5,000.00
40-4360-563050	CORR OF I/I SEWER LINE	00.000,00	00.04	\$0.00	%00.0	\$2,500.00
40-4360-563100	NEW MAINS, LINES & VALVES	\$2,300.00	00.08	\$6,265.20	52.21%	\$5,734.80
40-4360-563125	MAINS, LINES & VALVE MAINT	\$12,000.00	00 0\$	\$2.618.05	43.63%	\$3,381.95
40-4360-563150	GRAVEL/STONE	\$6,000.00	00.0\$	\$0.00	0.00%	\$1,000.00
40-4360-563175	FIRE HYD/LINES	\$1,000.00	40.00	#100 000 000 000 000 000 000 000 000 000	33.80%	\$331.02
40-4360-563225	BIRMINGHAM LIFT STATION	\$500.00	04:000	# 1 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	17.76%	\$2,467.07
40-4360-570200	HAND TOOLS & EQUIPMENT	\$3,000.00	\$0.00	\$0.250 \$0.00	0.00%	\$50,000.00
	TRANSFER OUT-IT EXPENSE (GF)	\$50,000.00	00.0%	000000000000000000000000000000000000000	%UE 3V	\$270,972.38
Total Dept.4360	WATER/SEWER LINE MAINT	\$524,096.00	\$40,914.43	\$253,123.62		

50-4400-510350	30-1100-010X30	EO-7400 E403E0	20-1100-010100 00-1100-010100	EO 4400 E40400	EO-7700-E013E0	50-4400-501300	50-4400-501250	50-4400-501225	50-4400-501200	50-4400-501150	50-4400-501100	30-4400-301000	50-4400-500000	Account Number Department 4400	Expenditures	Electric Fund	Total Fund	lotal Dept.3/01	H-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1	50-3701-420600	50-3701-420250	50-3701-420200	50-3701-420000	50-3701-413700	50-3701-413300	50-3701-412100	Account Number	Revenues	Electric Fund		Total Fund	Department 5436 40-5436-630000 Total Dept.5436
OFFICE SUPPLIES	CORU & MEXBERGEIU	FRINTING & BINDING	AUDITING & LEGAL	INSACIO	ואט פרוא רואסובו וואסרטפ	ING CONTINUO CONTENIONION	INO WORKMENIO COMBENIONTION	VRS-VI DP	INSRETIREMENT PLAN	INSLIFE	INS HEALTH	INSSUCIAL SECURITY	SALARIES AND WAGES	Account Description ELECTRICAL DEPARTMENT			Electric Fund	REVENUE	TOWER COOL ADJOURNED	BOWER OOST VOI ISTANCIA	SEBVICE OF VECES	PENALTIES	ELECTRICAL COLLECTIONS	CONTRACT WORK-ELECTRIC	INTEREST INCOME	UTILITY POLE PERMITS	Account Description				Water/Sewer Line Maintenance Fund	CAPITAL-W/S LINES MACHINERY AND EQUPMENT CAPITAL-W/S LINES
\$500.00	\$18,000.00	\$2,000.00	\$14,000.00	\$4,800.00	\$5,500.00	\$4,050.00	\$ L,000.00	\$ 1,000 co	\$42 500 00	\$1,400.00	\$66,416.00	\$21,800.00	\$285,000.00	Approp Amount			\$7,264,000.00	\$7,264,000.00	\$350,000.00	\$010,000.00	\$1,000,00	\$0,000,000.00	00.000 000 000 000 000 000 000 000 000	\$10,000,00 \$10,000,00	\$3,000,00	\$14,000.00	Estimated Revenue			Fund Balance Total Revenues Less Total Expenditures Net Income New Fund Balance	\$649,096.00	\$125,000.00 \$125,000.00
\$0.00	\$0.00	\$1,143.05	\$44.79	\$0.00	\$0.00	\$0.00	\$40.10	\$0,UU\.\U	\$0 0.77 C	*9n 4n	\$5,215.00	\$1,438.21	\$20,769.33	Activity this Period			\$503,351.20	\$503,351.20	\$933.00	\$160.00	\$7,420.78	\$49Z,1UU.5Z	\$400 40.00		\$2.611.90	\$125.00	Activity this Period			\$0.00 \$40,914.43 (\$40,914.43)	\$40,914.43	\$0.00 \$0.00
\$257.88	\$9,877.54	\$2,639.95	\$10,736.03	\$1,246.00	\$2,052.65	\$538.69	\$200.50	\$27,135.41	\$01 AC CC	UC 7774	\$26,075.00	\$8,620.46	\$119,945.64	Expenditure YTD			\$2,503,618.54	\$2,503,618.54	\$4,661.00	\$985.00	\$32,707.00	\$2,447,248.74	\$6,529./3	\$0,00x.07	\$10.882.07	\$805 OO	Revenue YTD			(\$2,988,817.27) \$25,691.08 \$253,123.62 (\$227,432.54) (\$3,216,249.81)	\$253,123.62	\$0.00
51.58%	54.88%	132.00%	76.69%	25.96%	37.32%	13.30%	20.05%	63.85%	34.09%	22 0000	39.26%	39.54%	42.09%	% Used			34.47%	34.47%	1.33%	14.07%	40.88%	35.99%	65.30%	302.07%	%CO C3C	7 AGD/	% Received				39.00%	0.00% 0.00%
\$242.12	\$8,122.46	(\$639.95)	\$3,263.97	\$3,554.00	\$3,447.35	\$3,511.31	\$799.50	\$15,364.59	\$922.75	÷ ; ; ; ; ; ; ; ; ; ; ; ; ; ; ; ; ; ; ;	\$40.341.00	\$13.179.54	\$165,054.36	(Hurt)	Unappropriated Help		(\$4,760,381.46)	(\$4,760,381.46)	(\$345,339.00)	(\$6,015.00)	(\$47,293.00)	(\$4,352,751.26)	(\$3,470.27)	\$/,862.0/	(\$13,375.00)	(\$10 07E 00)	Unappropriated Help				\$395,972.38	\$125,000.00 \$125,000.00

46 129 14	\$203.14 \$203.14	4 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	77.077.00	\$1,703.00	(\$2,839.94)	\$2,400.00	\$8,659.03	\$13,701.34	\$7.857.26	42 385 27	42,000.4	44.00,44	(\$6,692.38)	\$466.67	\$9,955.54	\$164.26	\$137.24	\$183.91	\$50,089.65	\$8,880.00	\$500.00	\$8,245.94	\$261.98	\$4.664.50	42 717 384 88	00:+00;/1+;00 Va HCA C+4	\$12,020.04 \$1,077.06	\$1,377.20	\$1,206.00	\$14,475.69	\$5,000.00	\$10,000.00	\$15,000.00	(\$2,072.10)	\$4,993.12	\$7,449.73	\$777.91	\$11,380.02	\$2,500.00	\$218 BA3 DD	9210,045.00	\$18,195.00	\$4,119,514.35		(\$5,720,728.00)	(\$5,720,728.00)		(\$1.601,213.65)
7000 07	18.28%	80.44%	27.77%	14.85%	194.66%	20.00%	13.41%	8.66%	77 E2%	47.02%	46.99%	1.92%	155.77%	6.67%	23.42%	17.87%	31.38%	38.70%	17.25%	1.33%	0.00%	45.03%	12.67%	E 71%	0.7.1.70	44.43%	15.83%	31.14%	39.70%	3.50%	0.00%	0.00%	0.00%	0.00%	0.14%	37.92%	22.21%	28.87%	%UU U	30000	32.73%	48.01%	43.29%		0.00%	0.00%		122 04%
	\$1,370.86	\$1,206.59	\$2,221.23	\$297.00	\$5,839.94	\$600.00	\$1.340.97	41,040,044 64,048,68	41,738.00	\$7,142.74	\$2,114.73	\$9.59	\$18,692.38	\$33.33	\$3.044.46	\$35.74	\$62.76	\$116.09	\$10.444.35	\$120.00	00.027.0	90.00	00.40.00	450.02	\$335.50	\$2,732,615.12	\$2,374.16	\$622.74	\$794.00	\$524.31	\$0.00	\$0.00	\$0.00	\$2,072.10	\$6.88	\$4.550.27	\$222.09	80 019 74	000000000000000000000000000000000000000	00.04	\$106,357.00	\$16,805.00	\$3,144,485.65		\$5.720.728.00	\$5,720,728.00		100.04
	\$385.56	\$0.00	\$0.00	\$0.00	00 0\$	00 0#	0 0	90.00	\$0.00	\$975.85	\$0.00	\$0.00	\$158.12	00.08	\$608.87	77 8\$	414.79	0 7 7 CC 4	77. 000 04	77.600.7¢	00.04	00.04	\$0.00	\$0.00	\$0.00	\$598,334.80	\$0.00	\$0.00	\$0.00	\$524.31	\$0.00	\$0.00	\$0.00	00.08	00 0\$	00 0\$	00:00	00.00	00.0\$	\$0.00	\$0.00	\$0.00	\$640,506.08		00 600 1778	\$441,209.00		
	\$7,500.00	\$1,500.00	\$8.000.00	\$2,000 OU \$, , , , , , , , , , , , , , , , , , ,	000000000000000000000000000000000000000	00.000,5%	\$10,000.00	\$15,000.00	\$15,000.00	\$4,500.00	\$300.00	00.000.61\$	00000194	00.000%	00.000,014	00:00	\$200.00	00.00\$	\$60,534.00	00.000,008	\$500.00	\$15,000.00	\$300.00	\$5,000.00	\$6,150,000.00	\$15,000.00	\$2.000.00	\$2,000.00	00 000 51\$	00 000 104	00 000 010	00.000.014	00.000.014	00000000000000000000000000000000000000	00.000,000	\$12,000.00	\$1,000.00	\$16,000.00	\$2,500.00	\$325,000.00	\$35.000.00	\$7.264.000.00		6	00.04	0000	
	308TAGE	MWCC/TEBNIEDNICHTER		UNIFORMS	TRAINING EXPENSE	EQUIPMENT MAINTENANCE	IT SERVICE/EQ	VEHICLE MAINT-INSIDE	VEHICLE MAINT-OUTISDE	MOTOR FILE & LIBBICATION	TO THE SECOND SE		BUILDING REPAIRS/ADDITION	SUPPLIES & MATERIALS	CLEANING SUPPLIES	ELECTRICITY	WATER	SEWER	GARBAGE	ENGINEERING	LEASE PROP & RIGHT OF WAY	TRAFFIC SAFETY	METERS & RELATED EQ	MISS UTILITY SERVICE FEES	SINCE I AND I SINCE	POWER PLINCHAMED	TOWER STORY	ייס איזיייס איזייס איזיייס איזייס איזיס איזייס איזיס איזייס איזיס איזייס אייס א		HAND LOOLS & EQUIPMENT	STREET LIGHTING	UTILITY POLES	LOW VOLTAGE DISTRIBUTION	HIGH VOLTAGE DISTRIBUTION	SUBSTATION EQ.	SUBSTATION MAINTENANCE	FIBER OPTIC EQUIP/SUPPLY	GLOVE/BLANKET TESTING	GENERATOR O&M	ECISTIO-PAINTSELE IOIHEV	HEAVIORED OF IT ADM EVDENNE (AE)	TARIANTER OOT-ADI'I EXTENDE (OT)	I KANSFEK OOI-11 EXPENSE (GT)	ELECTRICAL DEPARTMENT	CAPITAL-ELECTRIC	INFRASTRUCTURE, DEPR.	CAPITAL-ELECTRIC	
		50-4400-510400	50-4400-510450	50-4400-510500	50-4400-510550	50-4400-510600	50-4400-510625	50-4400-510700	02707-00-03	30-14400-1010000000000000000000000000000	50-4400-510800	50-4400-510900	50-4400-511000	50-4400-511100	50-4400-511150	50-4400-511200	50-4400-511250	50-4400-511300	50-4400-511350	50-4400-511400	50-4400-511450	50-4400-511500	50-4400-511550	50-4400-514600	000000000000000000000000000000000000000	50-44400-519000	50-4400-570000	50-4400-570100	50-4400-570150	50-4400-570200	50-4400-570250	50-4400-570300	50-4400-570350	50-4400-570400	50-4400-570450	50-4400-570500	50-4400-570550	50-4400-570600	50-7400-570625		50-4400-570650	50-4400-595100	50-4400-595200	Total Dept.4400	Department 5440	50-5440-650000	Total Dept.5440	

(\$1,601,213.65)

122.04%

\$8,865,213.65

\$1,081,715.08

\$7,264,000.00

Electric Fund

Total Fund

Fund Balance Total Revenues Less Total Expenditures Net Income New Fund Balance

\$503,351.20 \$1,081,715.08 **(\$578,363.88)**

\$3,290,787.46 \$2,503,618.54 \$8,865,213.65 **(\$6,361,595.11) (\$3,070,807.65)**

Reserve Analysis: 2024 -2025 As of November 30, 2024 **Town of Richlands General Fund**

Actual

Reserved Cash Balance

Unreserved Cash Balance

Less: Adjustments

Total Cash Balance

Projected

Unreserved Cash Balance Rolling 12 Month Low

Less: Adjustments

Less: Projected Operating Revenues

Surplus (Shortage)

Comments

\$2,709,557

1,438,921 \$162K decrease from October

0

\$4,148,478

\$1,438,921 Based on lowest point during December 2023 through November 2024

(788,450) Budgeted revenue of \$7,884,504*10%

\$650,471 \$162K decrease from October

Town of Richlands Reserve Analysis: 2024 -2025 Water Department As of November 30, 2024

\ctual

Reserved Cash Balance

Unreserved Cash Balance

Total Cash Balance

Projected

Unreserved Cash Balance Rolling 12 Month Low

Less: Projected Expenses

Less: Projected Debt Service Payments

Surplus (Shortage)

s: 2024 -2025 artment er 30, 2024

\$1,073,497

Comments

850,525 \$9K increase from October

\$1,924,022

\$841,460 Based on lowest point during December 2023 through November 2024

(484,125) Budgeted expense of \$1,452,376*4 months/12months

(29,065) Budgeted payments of \$87,195*4 months/12months

\$328,270 No Change from October

Town of Richlands Reserve Analysis: 2024 -2025 Sewer Department As of November 30, 2024

Actual

Reserved Cash Balance

Unreserved Cash Balance

Less: Adjustments

Total Cash Balance

Projected

Unreserved Cash Balance Rolling 12 Month Low

Less: Adjustments

Less: Projected Expenses

Less: Projected Debt Service Payments

Surplus (Shortage)

Comments

\$491,230

(418,988) \$33K increase from October

0

\$72,242

(\$464,724) Based on lowest point during December 2023 through November 2024

0

(516,341) Budgeted expense of \$1,549,024*4 months/12months

(14,948) Budgeted payments of \$44,844*4 months/12months

(\$996,013) No Change from October

Town of Richlands Reserve Analysis: 2024 -2025 Electric Department As of November 30, 2024

Actual
Reserved Cash F

Reserved Cash Balance

Unreserved Cash Balance

Total Cash Balance

Projected

Unreserved Cash Balance Rolling 12 Month Low

Less: Projected Expenses

Less: Projected Debt Service Payments

Add: Milestone Payment for Natural Gas Generator

Surplus (Shortage)

Comments

\$1,793,607

\$2.5M increase from October; this primarily results from \$3.1M reimbursement of second milestone payment for natural gas generator through note payable, offset by third milestone payment of \$441K from 1,229,272 unrestricted funds.

\$3,022,879

\$1,229,272 Based on lowest point during December 2023 through November 2024

(2,421,333) Budgeted expense of \$7,264,000*4 months/12months

0 Budgeted payments of \$0*4 months/12months

This amount is reimbursed from the note payable in November.

(\$1,192,061) \$578K decrease from October

Town of Richlands
Reserve Analysis: 2024 -2025
Electric Department
As of October 31, 2024
Restated

Actual

Reserved Cash Balance

Unreserved Cash Balance

Total Cash Balance

Projected

Unreserved Cash Balance Rolling 12 Month Low

Less: Projected Expenses

Less: Projected Debt Service Payments

Add: Milestone Payment for Natural Gas Generator

Surplus (Shortage)

Comments

\$1,792,313

\$3.7M decrease from September; this primarily results from milestone (1,243,584) payment for natural gas generator and is reimbursed in November.

\$548,729

(\$1,243,584) Based on lowest point during November 2023 through October 2024

(2,421,333) Budgeted expense of \$7,264,000*4 months/12months

0 Budgeted payments of \$0*4 months/12months

3,050,553_This amount is reimbursed from the note payable in November.

(\$614,364) \$651K decrease from September

			•	

2024-2025		X	FOLICIA	CEDTEMBER	OCTOBER	NOVEMBER
BANK	ACCOUNT	JULY	AUGUSI	OET I EMBEN		
UNDESIGNATED / UNRESERVED - Governmental	VED - Governmental	\$2,658,223.70	\$2,295,511.34	\$2,073,581.69	\$1,600,737.86	\$1,438,920.59
WATER DEPARTMENT:	Ciavi	(\$97.303.00)	(\$27.393.99)	(\$27,393.99)	(\$27,393.99)	(\$27,393.99)
	CASH ON HAND	(55.555, 174)	(00:000, 124)			
LEGACY/CLINCH VALLEY	C.DWATER 67815	\$107,766.58	\$107,818.40	\$107,885.60	\$107,943.24	\$108,002.83
TNICE	WATER DEBT	\$921,597.90	\$921,715.30	\$921,828.94	\$921,946.38	\$922,060.04
						100000000000000000000000000000000000000
FIRST COMMUNITY	INTEREST CK INTEREST SAV	(\$1,760,039.08) \$2,361,878.42	(\$1,751,036.02) \$2,310,338.03	(\$1,764,177.83) \$2,285,139.79	(\$1,779,860.06) \$2,286,925.76	(\$1,781,121.17) \$2,297,225.31
	PAYROLL	0000	438 536 36	\$38,536.36	\$38,536.36	38,536.36
1ST SENT.	SAV-GENERAL CK-GENERAL	\$28,528.50	\$0.00	\$0.00	\$0.00	0.00
	PAYROLL	\$0.00	\$0.00	\$0.00		\$0.00
	KENTS RIDGE PROJ	\$16,303.94	\$16,305.32	\$9,006.04		00.700,000 Ell 070
	WATER O & M #9087	\$323,170.48	\$323,197.93	\$323,224.49	↔	\$323,278.51
	C.D. UT 1 - #6014724	\$33,060.10	\$33,779.22	\$33,779.22	\$33,779.22	434,470.40
, , , , , , , , , , , , , , , , , , ,		S				00 100 100
TOTAL WATER DEPARTMENT	ENT	\$2,014,880.71	\$1,973,260.55	\$1,927,828.62	\$1,914,135.66	\$1,924,021.90
		\$00¢ 4E0 40	\$893 649 31	\$855.328.82	\$841,460.01	\$850,525.02
UNDESIGNATED / UNKESERVED-Water	ERVED-water	900,100				
				1		
SEWER DEPARTMENT:						
	CASH ON HAND	\$4,917.19	\$4,917.19	\$4,917.19	\$4,917.19	81.718,44
		000 NATA	#455 075 37	\$455 449 41	\$455,836.23	\$456,210.89
TRUPOINT	VRA BOND	4404,008.70	0,00)))		
					101 100 100 100	(41 434 397 59)
FIRST COMMUNITY	INTEREST CK	(\$1,442,054.63)	(\$1,425,728.40) e513 684 57	(\$1,432,839.09) (\$504,610.59)	\$526,167.94	\$551,822.90
	INTEREST SAV	\$210,714.00	10:t00:0100			

\$84,411.32 \$84,412.03 \$8,412.72 \$0.00 \$0.0	\$4,148,477.72	\$4,343,553.65	\$4,542,130.60	\$4,832,499.56	\$5,229,507.23	5	TOTAL GENERAL FUND
SITURY SEPTEMBER OCTOBER NOVEMBER	\$2,123,524.82	\$2,151,6/1.83		Φ1,940,900.93	ΦΙ,9/2,003.99		
SEPTEMBER SEPT		90		91 020 000	\$1 070 000 00 000 00		VDOT HIGHWAY MAINIT
SEPTEMBER SEPT		\$27,402.04	\$27,402.04	\$27,402.04	\$27,402.04	FC-POP UP RICHLANDS	
SEPTEMBER SEPT		\$17,464.71	\$16,769.71	\$16,769.71	\$15,769.71	MCNB-WHITE CHRISTMAS	
SEPTEMBER OCTOBER NOVEMBER SEPTEMBER OCTOBER SEPTEMBER	\$	\$24,808.76	\$24,806.65	\$24,804.38	\$24,801.86	COAL MINERS MEM	
SIL214,214.36 \$1,055.18		\$7,643.60	\$6,393.60	\$6,393.60	\$6,393.60	SECTION HOUSE	
SEPTEMBER CCTOBER NOVEMBER SEPTEMBER CCTOBER NOVEMBER SEPTEMBER	\$0	\$9,847.56	\$9,846.73	\$9,845.92	\$9,845.08	CENTENNIAL SAV	
SEPTEMBER CCTOBER NOVEMBER		\$150.65	\$150.65	\$150.65	\$275.65	EMPLOYEE FLOWER	
SEPTEMBER OCTOBER NOVEMBER	\$120,8	\$120,790.65	\$120,790.65	\$120,790.65	\$120,714.58	C.D8000002/1300943	
SEPTEMBER OCTOBER NOVEMBER SEPTEMBER SEPTEMBER OCTOBER NOVEMBER SEPTEMBER SEPTEMBER OCTOBER NOVEMBER SEPTEMBER SEPTEMBER OCTOBER NOVEMBER SEPTEMBER		\$0.00	\$0.00	\$0.00	\$8,974.33	FED FORF-DTF	
SEPTEMBER OCTOBER NOVEMBER		\$2,888.15	\$2,887.90	\$2,887.66	\$2,887.42	FED ASSET-RLDS PD	
SEPTEMBER COTOBER NOVEMBER SEPTEMBER SEPTEMB		\$19,085.90	\$19,084.28	\$19,082.71	\$19,081.09	STATE ASSET-DTF	
SEPTEMBER OCTOBER NOVEMBER		\$62,495.40	\$62,490.10	\$62,484.96	\$62,479.65	BIG CREEK REIMB	
\$84,411.32 \$84,412.03 \$84,412.72 \$84,413.43 \$84,4 \$87,625.45 \$7,625.45 \$7,630.25 \$7,927.75 \$7,9 \$3,694,466.40 \$3,165,975.11 \$2,954,705.54 \$2,529,736.12 \$2,286,08 \$68,312.26 \$68,452.80 \$68,312.26 \$68,452.80 \$68,37.703.71 \$43,116.16 \$43,705.48 \$1,054.80 \$1		\$10,689.03	\$10,689.03	\$10,689.03	\$10,689.03	PS BLDG FUND 8898	
SEPTEMBER OCTOBER NOVEMBER		\$1,054.80	\$1,054.80	\$854.80	\$682.76	RESCUE DEPT.	
SEPTEMBER OCTOBER NOVEMBER NOVEMBER SEPTEMBER OCTOBER NOVEMBER	\$42,4	\$42,753.66	\$43,119.70	\$43,116.16	\$37,703.71	FIRE DEPT.	
SEPTEMBER OCTOBER NOVEMBER		\$0.00	\$0.00	\$0.00	\$0.00	PAYROLL	
SEPTEMBER OCTOBER NOVEMBER		\$272,518.52	\$274,600.84	\$276,565.19	\$280,256.84	SAV-GENERAL(DTF)	
SEPTEMBER OCTOBER NOVEMBER (\$11,055.18) (\$70,2	\$69,794.58	\$69,371.05	\$68,452.80	\$68,312.26	SAV-GENERAL	
SEPTEMBER OCTOBER NOVEMBER		\$0.00	\$0.00	\$0.00	\$0.00	CK-GENERAL	1ST SENT.
\$11,055.18) (\$11,0		\$0.00	\$0.00	\$0.00	\$0.00	PAYROLL	
\$11,055.18) (\$11,0		\$2,529,736.12	\$2,954,705.54	\$3,165,975.11	\$3,694,466.40	INTEREST SAV	00'00'0 (81'120 110 100'00
(\$11,055.18) (\$11,055.18)<	_	(\$1,108,528.31	(\$1,060,230.37)	(\$1,048,652.04)	(\$1,214,214.36)	INTEREST CK	FIRST COMMUNITY
(\$11,055.18) (\$11,055.18)<							
(\$11,055.18) (\$11,055.18)<						C.D UTILITY	CLINCH VALLEY BK
(\$11,055.18) (\$11,055.18)<		Φ1,921.13	Ψ,,ουο	÷, ,010.10	0100		
JULY AUGUST SEPTEMBER OCTOBER NOVEMBER (\$11,055.18)		67 007 75	\$7 620 0F	\$7 805 45	\$7 625 45	ASSET-RLDS PD	TRUPOINT
(\$11,055.18) (\$11,		\$0.00	\$0.00		\$0.00	UT DEPOSIT 32111838	
AUGUST SEPTEMBER OCTOBER NOVE (\$11,055.18) (\$11,055.18) (\$11,055.18)		\$84,413.4	\$84,412.72		\$84,411.32	FIRE PGR.	TRUIST/BB&T
AUGUST SEPTEMBER OCTOBER NOVI		(#11,000.10	(4,0000)		17 7/		
AUGUST SEPTEMBER OCTOBER		(\$11.055.18	(\$11.055.18)	(\$11.055.18)	(\$11,055.18)		CASH ON HAND
	NOVEMBER	OCTOBER	SEPTEMBER	AUGUST	JULY	ACCOON	GENERAL FUND:
						10000	2024-2025

2024-2025					GEOCHOO	NOVEMBER
BANK	ACCOUNT	JULY		SEPIEMBER	OCIOBER #0 00	00.08
	PAYROLL	\$0.00	\$0.00	00.04	00.00	(432 224 50)
1ST SENT.	SAV-GENERAL	(\$32,224.50)	(\$32,224.50)	(\$32,224.50)	(432,224,30)	(00.7-32,304) 00.00
	CK-GENERAL	\$0.00	\$0.00	80.00	00.00	00.0\$
	PAYROLL	\$0.00	\$0.00	\$0.00	00.04	0000
	BIRM SEW 013018872				AAOO 059 70	\$1 DOS 007 14
	WWTP O & M #9090	\$490,730.09	\$490,771.77	\$490,812.11	\$490,000.79 \$6,010.00	00000000000000000000000000000000000000
	C.D. UT 1 - #6014724	\$33,652.97	\$34,372.08	\$34,372.08	\$34,3/2.08	430,018.32
					1001	01 010 010
TOTAL SEWER DEPARTMENT	ENT	\$28,424.98	\$40,868.08	\$25,097.79	\$37,927.61	41.242.42
				1001	/#AED DOO 7701	(\$7.18.087.79)
UNDESIGNATED / UNRESERVED-Sewer	ERVED-Sewer	(\$459,917.19)	(\$448,579.37)	(\$464,723.70)	(\$452,200.10)	(0::00:01+0)
ELECTRIC DEPARTMENT:					400 701 08	433 731 98
	CASH ON HAND	\$33,731.98	\$33,731.98	\$33,731.98	455,751.30 45 575 56	#3 700 00 #3 700 00
TRUIST/BB&T	UT DEPOSIT	\$3,522.17	\$3,522.20	\$3,522.23	93,326.6¢);;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;;
				07 777 017 04	A 00 76 70 70	\$0 579 065 35
FIRST COMMINITY	INTEREST CK	\$3,420,138.27	\$3,463,351.39	\$3,4/0,411.42	42,985,765.70	44,013,200.00
	INTEREST SAV	(\$2,806,178.24)	(\$2,984,035.60)	(\$1,049,468.96)	(\$4,266,714.31)	(\$1,387,357.40)
	DAVROLL	\$0.00	\$0.00	\$0.00	\$0.00	00.04
HAUS	AAV.GENERAI	\$109.90	\$109.90	\$109.90	\$109.90	\$109.90
ISI SEMI.	CK-GENEDA!	\$0.00	\$0.00	\$0.00		80.00
	DAVBOLL	\$0.00	\$0.00	\$0.00		
	C D 117 -#4724/4739/4740	\$271,285.92	\$273,984.30	273,984.30	273,984.30	275,277.77
MINIMUM CASH RESERVE	SAV/CK-GENERAL	1,518,329.00	1,518,329.00	1,518,329.00	1,518,329.00	1,518,329.00
				100000		¢3 022 878 83
TOTAL ELECTRIC DEPARTMENT	TMENT	\$2,440,939.00	\$2,308,993.17	\$4,250,619.87	4340,120.03	00.0110.00
			10001	A 4 5 0 5 0 5 6 5 7	-41 243 584 47	\$1,229,272,06
UNDESIGNATED / UNRESERVED - Electric	ERVED - Electric	\$651,324.08	\$516,679.87	\$2,438,500.37	}	

2024-2025						
DANIK	2000					
DANN	ACCOUNT	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER
CDAND TOTAL						
GRAND IOIAL		\$9,713,751.92	\$9,155,621.36	\$10,745,676.88	\$6,844,345.75	\$9,167,620.87
TOTAL LINET COLLAGE						
IOTAL UNDESIGNATED / UNRESERVED CASH	UNRESERVED CASH	\$3,785,782.78	\$3,257,254.15	\$4,922,493.38	\$746,332.70	\$3,099,729.88

Town of Richlands, VA

Town Council Meeting Staff Summary

Action Item

Agenda Title:	Budget Amen	dments		
Staff Contact(s):	Ronnie Camp	bell		
Agenda Date:	January 14, 2	025	Item Number:	
Attachment(s):			a a	
Reviewed By:	Jason May			

SUMMARY:

As The Town of Richlands continues to progress through FY 2025 additional budget amendments have been identified for the funding of Police Department cameras, training and radios.

FINANCIAL IMPACT AND FUNDING SOURCE:

The financial impact and funding source includes the use of grant revenues for the radios and real estate tax delinquent collections for the cameras and training. As a result the Fund Balance Allocation revenue account (unrestricted fund balance) has been made whole for the amendments approved in the October 8, 2024 Town Council meeting.

RECOMMENDATION:

Staff recommends Town Council review and approve the budget amendments to allow continued services, operating efficiencies and a safe environment for the staff and citizens.

		?

To: Jason May, Town Manager

Date Submitted: 01/06/2025

SUBJECT: Budget Amendment

Date of Council Action: 01/14/2025

I hereby request that the budget and related appropriation for the General Fund, Police Department be amended, as set forth below, as permitted and authorized by the General Statutes of Virginia.

The purpose of the amendment is to appropriate funds to the Police Department Equipment and Training expense accounts and the Fund Balance Allocation revenue account (unrestricted funds) in the amount of \$20,000 for cameras and additional training. The TACS additional revenue from collection efforts will be used to offset these costs. See budget amendment attached and approved in the October 8, 2024 Town Council meeting.

	Account No.	Title	Department	Amount
Revenue Account:	10-3704-480000	Fund Balance Allocation	3704 Revenue	-\$20,000
				- <u>\$20,000</u>
	Account No.	Title	Department	Amount
Expense Account:	10-4140-510900	Equipment	Police	\$10,000
Expense Account:	10-4140-510550	Training	Police	\$10,000
				\$20,000
		¥		
		Departm	ent Head	
		Departm	ent Head	
This request has bee	en checked for proper account n Idment, the Finance Department	has received a copy thereof and i	endment is balanced. If the request is to t appears to be in order.	record a grants s
ucceptanies or amen				
Remarks:				No
			165 <u> </u>	NO
				i II
			Finance Officer: Ronnie Campl	jeii
,		ACTION OF TOWN MANAGE	R	
X	Approved for Coun	cil Action		
	Disapproved			
		ACTION OF COUNCIL		
	- Approved			
	- Disapproved			
	Disapproved		Rodney D. Cury, Mayor:	
		a contract of the contract of	nouncy D. Cury, Mayor.	

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			·	

To: Jason May

Date Submitted: 10/2/2024

SUBJECT: Budget Amendment

Date of Council Action: 10/8/2024

I hereby request that the budget and related appropriation for the General Fund Real Estate tax revenues be amended, as set forth below, as permitted and authorized by the General Statutes of Virginia.

The purpose of the amendment is to increase real estate tax revenues from the Taxing Authority Consulting Services, PC (TACS) collection efforts of delinquent accounts in the amount of \$20,000.

	Account No.	Title	Department	Amount
Revenue Account:	10-3700-410000	Real Estate Taxes	3700 Revenue	-\$20,000
				- <u>\$20,000</u>
	Account No.	Title	Department	Amount
Revenue Account:	10-3704-480000	Fund Balance Allocation	3704 Revenue	<u>\$20,000</u>
				\$20,000
		Depa	artment Head	
		Dep	artment Head	
This request has be acceptance or amer	en checked for proper account ndment, the Finance Departme	t numbers and verified that the nt has received a copy thereof a	amendment is balanced. If the and it appears to be in order.	request is to record a grants'
Remarks:				
			Yes_	X No
				Ronnie Campbell
		ACTION OF TOWN MAN	IAGER	
	Approved for Co	uncil Action		
	Disapproved			
		ACTION OF COUNC	IIL .	
beautiful	- Approved			
	- Disapproved			
			Rodney D. Cury, Mayor:	

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				1.
				1.

To: Jason May

SUBJECT: Budget Amendment

Date Submitted: 01/06/2025

Date of Council Action: 01/14/2025

I hereby request that the budget and related appropriation for the General Fund Police Grant - Other revenues be amended, as set forth below, as permitted and authorized by the General Statutes of Virginia.

The purpose of the amendment is to increase police grant - other revenues from the Justice Assistance Grant (JAG) in the amount of \$13,634 to offset the purchase of radios. See budget amendment attached and approved in the October 8, 2024 Town Council meeting.

	Account No.	Title	Department	Amount
Revenue Account:	10-3702-435200	Police Grants - Other	3702 Revenue	- <u>\$13,634</u>
				- <u>\$13,634</u>
	Account No.	Title	Department	Amount
Revenue Account:	10-3704-480000	Fund Balance Allocation	3704 Revenue	<u>\$13,634</u>
				<u>\$13,634</u>
		Departm	ent Head	
		Departm	nent Head	
This request has bee	en checked for proper account n	umbers and verified that the am has received a copy thereof and i	endment is balanced. If the tappears to be in order.	request is to record a grants'
acceptance of amen	ument, the rinance bepartment		••	
Romarks:				
Nemarks.				XNo
			Finance Officer:	Ronnie Campbell
		ACTION OF TOWN MANAGE	ER .	
V	Approved for Coun	cil Action		
		CH ACTION		
	Disapproved	ACTION OF COUNCIL		
		ACTION OF COUNCIL		
	Approved	y *		
	Disapproved			
			B. L B. C	
			Rodnev D. Curv. Mayor:	

		,	

To: Jason May

SUBJECT: Budget Amendment

Date Submitted: 10/1/2024

Date of Council Action: 10/8/2024

I hereby request that the budget and related appropriation for the General Fund, Police Department be amended, as set forth below, as permitted and authorized by the General Statutes of Virginia.

The purpose of the amendment is to transfer funds to the Police Department Equipment expense account from the Fund Balance Allocation revenue account (Unrestricted Fund Balance) in the amount of \$13,634 for the purchase of radios.

	Account No.	Title	Department	Amount
Expenditure Account:	10-4140-510900	Equipment	Police	<u>\$13,634</u>
				\$13,634
	Account No.	Title	Department	Amount
Revenue Account:	10-3704-480000	Fund Balance Allocation	3704 Revenue	-\$13,634
				- <u>\$13,634</u>
		Departm	ent Head	
		Departm	ent Head	
This request has bee	n checked for proper account n	umbers and verified that the amo	endment is balanced. If the request is to rec	cord a grants'
acceptance or amend	lment, the Finance Department	has received a copy thereof and i	t appears to be in order.	
Remarks:			Yes <u>X</u> N	0
			ies <u>X</u> iv	·
			Finance Officer: Ronnie Campbell	
		ACTION OF TOWN MANAGE		
		ACTION OF TOWN WANAGE		
		ett 6 attaur		
	- Approved for Coun	CII ACTION		
	- Disapproved	ACTION OF COUNCIL		
		ACTION OF COUNCIL		
	Approved			
·	Disapproved			
			Rodney D. Cury, Mayor:	

RESOLUTION R-2025-01-03

WHEREAS, the Town of Richlands, Virginia, is in need of a Loader for the Streets Department; and,

WHEREAS, the Town has worked with Carter CAT through a source well process, state sponsored procurement; and,

WHEREAS, the laws of the State of Virginia authorize the Town of Richlands to purchase, acquire, and lease personal property for the benefit of the Town and its inhabitants and to enter into any necessary contracts; and

WHEREAS, the Town of Richlands wants to lease, purchase, and/or finance such Loader from Caterpillar Financial Services Corporation by entering into the Governmental Equipment Lease-Purchase Agreement with Caterpillar; and

WHEREAS, the form of the Agreement has been presented to the Town Council of the Town of Richlands at this meeting.

NOW, THEREFORE, BE IT RESOLVED, that the Agreement, including all schedules and exhibits attached to the Agreement, is approved in substantially the form presented at the meeting, the Town of Richlands Town Council enters into the Agreement with Caterpillar, and the Agreement is adopted as a binding obligation of the Town.

	The Town of Rich	lands Town Council
	Rodney D. Cury,	Mayor
Attest:		
Amanda Beheler, Town Clerk		
	Votes:	Bales Jackson Mollo J. White S. White Wood



DECEMBER 2024 MONTHLY TRAFFIC SUMMARY

Speeding	10	Reckless Driving	1
Reckless by Speed	1	Fail to Obey Stop Sign	2
Following Too Close	2	Expired Registration	5
Improper Registration	5	Expired State Inspection	6
Failure to Wear Seatbelt	1	No Operators License in Possession	3
Defective Equipment	3	Dangling Objects	7
No State Inspection	7	Driving Without a License	4
Driving While Revoked	2	No Insurance	6
Improper Tags	2	Following Too Close	
WARNING- Drive Wrong Way/ One Way	1	WARNING- Fail to Obey Stop Sign	8
WARNING- Improper Lane Change	1	WARNING- Parking in Fire Lane	1
WARNING- Speeding	4	WARNING- Defective Muffler	1
WARNING- Expired Inspection	1	WARNING- Fail to Obey Traffic Light	2
WARNING- Loud Exhaust	1		

TOTAL NUMBER TRAFFIC SUMMONS ISSUED: 67

ANIMAL CONTROL / ORDINANCE VIOLATIONS SUMMARY

Dog Transported to the Shelter	2	

TOTAL NUMBER ANIMAL CONTROL / ORDINANCE VIOLATIONS ACTIONS: 2

		:

COUNCIL REPORT

January 8, 2025

TOTAL CALLS FOR SERVICE THROUGH DECEMBER 31, 2024 TOTAL CALLS FROM JANUARY 1, 2023 THROUGH NOVEMBER 30, 2023		8,156 7,463
INCREASE OF	693	
TOTAL CALLS FOR THE MONTH OF DECEMBER 2024 TOTAL CALLS FOR THE MONTH OF DECEMBER 2023		689 614
INCREASE OF	75	

\$97.33 \$56,372.38	WANNIon-Number of the control of the	COALD TOTAL		
\$97.33		Total Checks:		
	1/7/2025	VERIZON-FIRE-RESCUE-FIN FAX 2189	VERIZON	16865
\$932.56	1/7/2025	RICOH-TN HALL OFFICE-PRINTER COPIER, ADD'L COPIES	RICOH USA, INC.	16864
\$651.26	1/7/2025	ZOLL DATA SYS-RES-MONTHLY EMS CHARTS SUB JAN 1-31 2025-PO-RS4052	ZOLL DATA SYSTEMS	16863
\$1,029.89	1/7/2025	VERIZON-FIRE-RESCUE-FIN FAX 2189	VERIZON	16862
\$200.00	1/7/2025	VAVRS-RESCUE-2025 DUES ASSESSMENT	VAVRS	16861
\$705.53	1/7/2025	TREAS, TAZ CO-NOVEMBER 2024-CONSUMER UT TAX	TREASURER TAZEWELL COUNTY	16860
\$44.18	1/7/2025	TAZ CO PSA-WWTP/LIFT STATION	TAZEWELL CO PUBLIC SERVICE AUTHORITY	16859
\$120.17	1/7/2025	SPECTRUM-WWTP-580 INDIAN CREEK	SPECTRUM BUSINESS	16858
\$35.00	1/7/2025	SIDNEY ALLEN COMPTON-IN LIEU OF FLOWERS/MOTHER	SIDNEY ALLEN COMPTON	16857
\$3,500.00	1/7/2025	RANDALL-REILLY-STREET-SOFTWARE-VDOT EQUIPMENT-PO-ST15475	RANDALL-REILLY, LLC	16856
\$2,127,26	1/7/2025	PMSI-DEC24 POSTAGE ALL BILLS	PROFESSIONAL MAIL SERVICES, INC.	16855
\$153 63	1/7/2025	I BAR RDD, MONTHLY I BASE PYMT 1 12 2025/BO/DS:306869	CEERN, CIRCOII COORI OF INE CO	16857
\$2,301./3	1/7/2025	ALP-YWWIP-SIMMONS IN HUJSEW PUMP LET ST	APPALACHIAN POWER	16852
\$152.00	12/31/2024	VRSA-7.1.2023 TO 7.1.2024-AUDIT OF	VIRGINIA RISK SHARING ASSOCIATION	16851
\$36.08	12/31/2024	TACS-COLLECTION FEE-VANDERBILT MORTGAGE & FINANCE	TAXING AUTHORITY CONSULTING SERVICES, PC	16850
\$18.93		S WHITT-SAMS-TN HALL-TRASH BAGS	SUSAN WHITT	16849
\$19,900.76		STRYKER-RESCUE-LUCAS 3 CPR COMPRESSION SYS W/ CASE BATTERIES-EQ PURCHED W/ COMM FOUNDATN OF VA GRANT FUND 10,000 AWARDED ON 9-25-24-PO-RS3985	STRYKER MEDICAL	16848
\$183.06	12/31/2024	RICOH-RPD-INVESTIGATIONS-COPIER LEASE 1/1/2025-1/31/2025-PO-PS306859	RICOH USA INC.	16847
\$12.35	12/31/2024	LINDA MILANO-ARE TYMT MAP#105A9020058	LINDA MILANO	16846
\$155.70	12/31/2024	Itility Returd to Robota On 95	TAKEN BENASTHORNSRIPY	16845
\$120.00	12/31/2024	GURZALEZ LAW-PU-COURI COSIS-PO-PS306860	GONZALEZ LAW, PLLC	16843
\$19.00	12/31/2024	CORELOGIC-MUSICK, BENJAMIN-REFUND TO CORELOGIC-CUSTOMER IS VETERAN EXEMPT	CORELOGIC ESCROW REPORTING	16842
\$587.36	12/20/2024	VERIZON-CELL PHONES-PD/RES/WWTP/ST/FIN	VERIZON WIRELESS	16841
\$265.15	12/20/2024	VERIZON-WTP/SCHOOL TANK VAULT	VERIZON	16840
\$34.19	12/20/2024	SPECTRUM-COMM ACCESS CHANNEL-PO-P530683	SPECTRUM BUSINESS	16839
\$1,860.65	12/20/2024	SWCC-JACOB KINCAID CVR COLLEGE CLASSES FOR JACOB KINCAID EMT-I PARAMEDIC CERT-PO-RS4033	SOUTHWEST VA COMM COLLEGE	16838
\$2.460.50	12/20/2024	SEGRA-HOUR SERVICE-ALL DEPTS	SEGRA	16837
\$188.99	12/20/2024	RICOH-HN-UT CLERK PRINTER RENT/PMAINT SI LOME SEOD CITY DONUS FOR TANAH HALL WISE AT HE SI LOME	RICOH USA, INC.	16835
\$98.00	12/20/2024	RICOH-RPD-INVESTIGATIONS-BLK/WHIT & COLOR COPIES-PO-PS306838	RICOH USA INC.	16834
\$100.00	12/20/2024	POSTMASTER POUNDING MILI-DTF-ANNUAL BOX RENT	POSTMASTER POUNDING MILL	16833
\$35.00	12/20/2024	LEXISNEXIS-DTF-NOVEMBER 2024 CONTRACT FEE-PO-PS	LEXISNEXIS RISK SOLUTIONS	16832
\$1,000.00	12/20/2024	J WILKINSON-RESCUE-BRANDON WHITE 4FORLIFE FUNDS-RS4035	JOSH WILKINSON	16831
\$551.27	12/13/2024	CLEBY-DCCC/TIEN	VERIZON CLIEBY CIBCLIT COLIST OF TAZ CO	16829
\$478.16	12/13/2024	VALLEY ANIMAL-RPD-49 MOOSE-PHYSICAL EXAM/SHOTS/PO/PS306822	VALLEY ANIMAL CLINIC	16828
\$124.00	12/13/2024	TRANSUNION-RPD-CONTRACT FOR NOVEMBER 2024-PO-PS306829	TRANSUNION	16827
\$49.94	12/13/2024	SPECTRUM-WWTP-580 INDIAN GREEK BILL PAID 12.4.2024 BUT HAD 395 SCOTCH RD BILL ATTACHED WITH CHECK	SPECTRUM BUSINESS	16826
\$450.00	12/13/2024	SWVA CRIM JUSTICE ACAD-DOANTIONS FROM NOAH HORN & CO OF TAZEWELL	SOUTHWEST VA CRIMINAL JUSTICE ACADEMY	16825
\$7.18	12/13/2024	Utility Refund for 403776.00 96	SHAUN PATRICK NOONAN	16824
\$190.49	12/13/2024	Utility Refund for 1403864,00 96	SARAH BOND STRONG	16823
\$5.75	720212177	BON HOLT REIMBLISKEMENT FOR ACCRED TOLL RECEIPT POCAHONTAS DARKWAY-PO-PS306R32	PROFESSIONAL MAIL SERVICES, INC.	16821
\$352.61	12/13/2024	PMSI-DECZ4 POSTAGE ALL BILLS BMSI-DECZ4 POSTAGE ALL BILLS	PROFESSIONAL MAIL SERVICES, INC.	16820
\$27.27	12/13/2024	Utility Refund for 1506/27,0098	PRO CAREERS INC	16819
\$781.40	12/13/2024	PACE-WTP-VA TOC-PO-WTP9308	PACE ANALYTICAL SERVICES, LLC	16818
\$29.80	12/13/2024	Utility Refund for 2017/20.00 98	OWETIE STINSON	16817
\$63.74	12/13/2024	NATHAN KEEN-YEARLY COAT ALLOWANCE-PO-UT0051	MATHAN KEEN	16816
\$11,542.80	12/13/2024	KUSTOM SIGNALS-RPD-DMV GRANT BPT-2025-55291-25291-EAGLE 3 DUAL KA-BAND ANTENNA W/ SAME DIRECTION-PG-PS3067/1	KUSTOM SIGNALS, INC.	16814
\$27.47	12/13/2024	JIMMY KEENE-WWTP-MILEAGE-PESTICIDE CLASS RE-CERTIFICATION TAZ-PO-WW822435	JIMMY KEENE, JR.	16813
\$114.74	12/13/2024	Utility Refund for 808236.00 92	ELIJAH CRAIG STILTNER	16812
\$75.00	12/13/2024	EARL COLE DBA-THE VOICE-R2 CHANGES & CREATION OF R3	EARL COLE INC. DBA-THE VOICE	16811
\$310.47	12/13/2024	CORNER MART #2-STREET-31.03GAL	CORNER MART #2	16810
\$4,00	12/13/2024	OVERDADE, BE FIRE EYT BECHABGE/AN BEIBE EYT BECHABGE/DO/DAGOGRAO	CLERK, CIRCUIT COURT OF TAZ CO	16808
\$112.44	12/13/2024	Utility Refund for 1403918.00 94	BRADLEY KINDER	16807
\$514.56	12/13/2024	AMANDA BEHELER-REIMBURMENT FRO ACCRED MILES 768X,67-PERSONAL VEHICLE-PO-PS306841	AMANDA BEHELER	16806
	12/12/2024	FISHER & COMPANY-TOWN MANAGER-EMPLOYEE CHRISTMAS LUNCH 12.12.2024	FISHER & COMPANY	16805
te Amount	Check Date	Description	# Paid To	Check#
100		12/10/2024 to 1/8/2025	The state of the s	
		PAID CHECKS REPORT	Charles and the second	
		Town of Richlands		