Special Called Meeting
AGENDA

Financial Workshop
Richlands Town Hall
September 23, 2025
4:30pm

I. Call the Meeting to Order

II. Invocation

III. Pledge of Allegiance

IV. Approval of Agenda as presented

V. Financial Workshop

VI. Adjourn / Recess Meeting

AGENDA

SPECIAL CALLED TOWN COUNCIL MEETING

At Richlands Town Hall

September 23, 2025

6:15 P.M.

I. Call meeting to Order

II. Invocation

III. Pledge of Allegiance

IV. Additions/Deletions to Agenda

V. Scheduled Public Comments (5 Minute Max)
- Ellen Elmes
- Henry Stiltner

VI. VA Code Section 2.2-3711(A)(6)- Contract Negotiations:
- RFP Discussion for Generator Financing

VII. Agenda Items
- Generator Resolution/ Approval of Loan
- Davenport Presentation
- Spearhead Trails
- PCA Discussion
- I/EDA Appointment
- 2025 Hazard Mitigation Plan Update Resolution- R-2025-09-01
- Late Fee Discussion
- CPROP -Farmers Market Resolution R-2025-09-02

VIII. Finance Director Report
a. Monthly Financial Report
b. VDOT Review Update

IX. Attorney Report
a. Enterprise Zone - Ordinance O-2025-10-01
b. Opioid Resolution R-2025-09-03

X. Town Manager Report

XI. Council Members Report

a. Laura Mollo
b. Jan White
c. Jordan Bales
d. Rick Wood
e. Gary Jackson
f. Seth White

XII. Mayor's Comments

XIII. Executive Closed Session

VA Code Section 2.2-3711(A)(3) Property Acquisition :
- East First Street

VA Code Section 2.2-3711(A)(6)- Contract Negotiations:
- Enbridge
- Quantum
- Utility Contract Attorney and Energy Consultant

VA Code Section 2.2-3711(A)(8)- Consultation with Legal Counsel
- Teen Venture Update
- RFP for Auctioneer
- PSA

XIV. Adjourn Meeting

Next Regular Meeting is October 14, 2025.

From: Ronald Holt
Date: 09/19/2025

Subject: Request for Amended ATV Route Access into the Town of Richlands

Mayor & Town Council,

I have included in your packet for your consideration an **amended ATV route** to provide access into the Town of Richlands by Spearhead Trails.

This proposed route adjustment is intended to support increased tourism, economic activity, and safe access for riders utilizing the Spearhead Trails system. The request is strictly limited to the **designation of public roadways within Town limits for ATV use**, in accordance with VDOT standards and applicable local ordinances.

Please note the following details regarding this request:

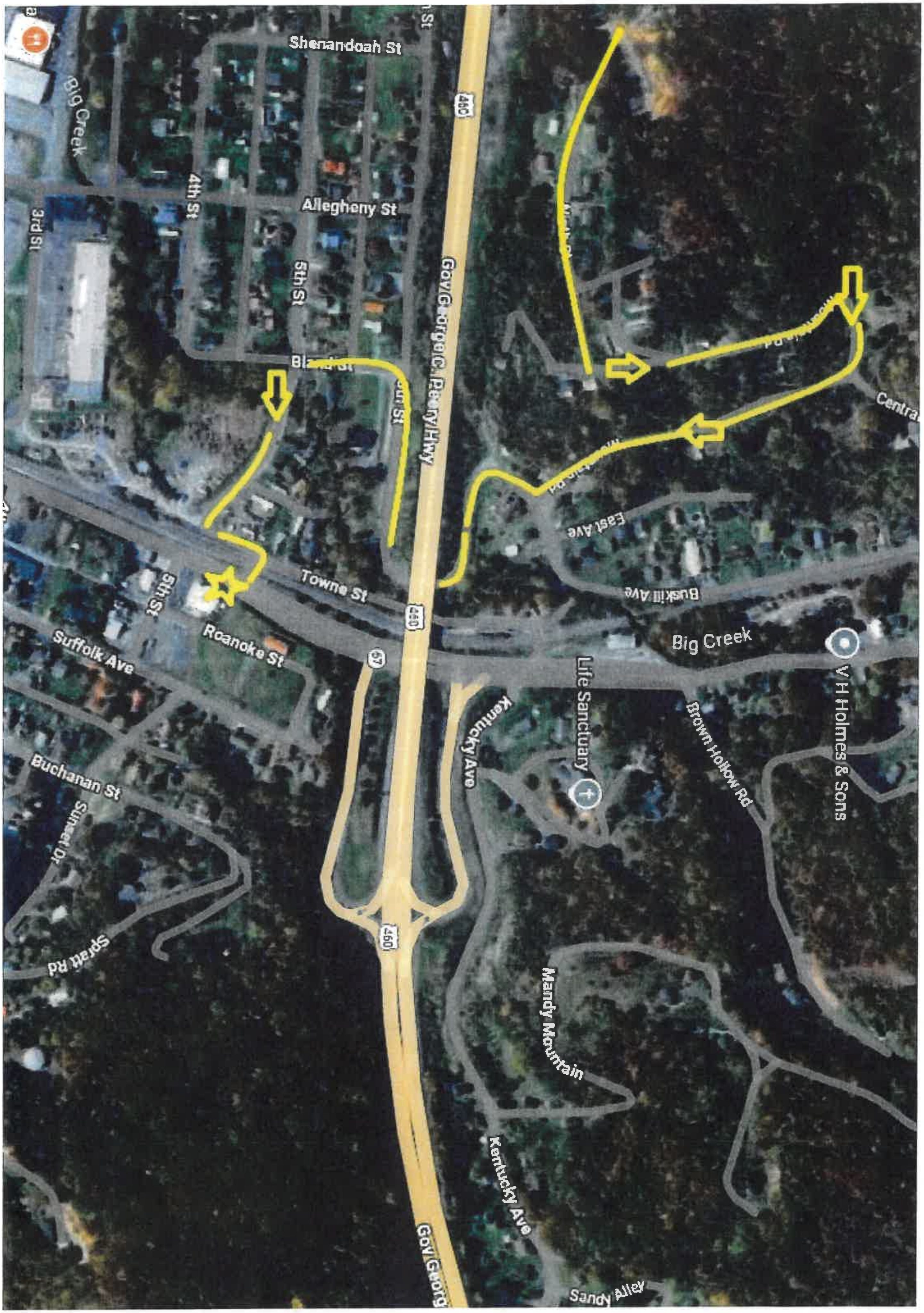
- **There is no expectation** that the Town purchase or maintain any private property in connection with this request.
- The **responsibility of the Town** would be limited to:
  - **Posting appropriate VDOT-approved signage** along the newly designated ATV route.
  - **Enforcing existing traffic laws** and ensuring public safety related to the increased ATV traffic on public roads.
- **Town staff will provide recommendations** to Council regarding which roadways are appropriate and compliant for inclusion in the amended route.

Respectfully,

Ronald Holt

Ronald Holt

Town Manager



Shenandoah St
Big Creek
Allegheny St
4th St
3rd St
5th St
Gov George C. Peery Hwy
460
East Ave
Buskill Ave
Towne St
5th St
Roanoke St
Suffolk Ave
Big Creek
67
Life Sanctuary
V H Holmes & Sons
Kentucky Ave
Brown Hollow Rd
Buchanan St
Sunset Dr
Spratt Rd
Mandy Mountain
Kentucky Ave
Sandy Alley

RESOLUTION
R-2025-09-01

A RESOLUTION OF TOWN OF RICHLANDS ADOPTING THE CUMBERLAND PLATEAU PLANNING DISTRICT COMMISSION 2025 HAZARD MITIGATION PLAN UPDATE

WHEREAS the Town of Richlands recognizes the threat that natural hazards pose to people and property within Town of Richlands; and

WHEREAS the Town of Richlands has prepared a multi-hazard mitigation plan, hereby known as the Cumberland Plateau Planning District Commission 2025 Hazard Mitigation Plan Update in accordance with federal laws, including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance Act of 1968, as amended; and the National Dam Safety Program Act, as amended; and

WHEREAS the Cumberland Plateau Planning District Commission 2025 Hazard Mitigation Plan Update identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in Town of Richlands from the impacts of future hazards and disasters; and

WHEREAS adoption by the Town of Richlands Town Council demonstrates its commitment to hazard mitigation and achieving the goals outlined in the Cumberland Plateau Planning District Commission 2025 Hazard Mitigation Plan Update.

NOW THEREFORE, BE IT RESOLVED BY THE RICHLANDS TOWN COUNCIL, THAT:

In accordance with The Code of Virginia, § 15.2-1425, the Town of Richlands adopts the Cumberland Plateau Planning District Commission 2025 Hazard Mitigation Plan Update.

While content related to Town of Richlands may require revisions to meet the plan approval requirements, changes occurring after adoption will not require Town of Richlands to re-adopt any further iterations of the plan.

Subsequent plan updates following the approval period for this plan will require separate adoption resolutions.

The Town of Richlands Town Council

____
Rodney D. Cury, *Mayor*

Attest:

____
Amanda Beheler, *Town Clerk*

Bales:	_____
Jackson:	_____
Mollo:	_____
J. White:	_____
S. White:	_____
Wood:	_____

RESOLUTION
R-2025-09-02

WHEREAS the Council of the Town of Richlands desires to submit an application for an allocation of grant funds of up to $50,000.00 through the Cumberland Plateau Company, Fiscal Year 2026, Cumberland Plateau Regional Opportunity Program (CProp); and,

WHEREAS, up to $50,000.00 of these funds are requested funds that will be used for soft costs of the building and design of an updated Town Center with Farmers Market, which will include flood resilient fixtures, sound and lighting.

NOW, THEREFORE, BE IT RESOLVED THAT: The Town Council of Richlands hereby supports this application for an allocation of up to $50,000 through the Cumberland Plateau Company, Cumberland Plateau Regional Opportunity Program.

BE IT FURTHER RESOLVED THAT the Richlands Town Council hereby grants authority for the Town Manager to execute project administration agreements for any approved Cumberland Plateau Company (CProp) projects.

ADOPTED this 23rd day of September 2025.

The Town of Richlands Town Council

____
Rodney D. Cury, *Mayor*

Attest:

____
Amanda Beheler, *Town Clerk*

Bales: _____
Jackson: _____
Mollo: _____
J. White: _____
S. White: _____
Wood: _____

RESOLUTION
R-2025-09-03

A RESOLUTION OF THE TOWN OF RICHLANDS TOWN COUNCIL APPROVING OF THE TOWN'S PARTICIPATION IN THE PROPOSED DIRECT SETTLEMENT OF OPIOID-RELATED CLAIMS AGAINST ALVOGEN, AMNEAL, APOTEX, HIKMA, INDIVIOR, MYLAN, SUN, AND ZYDUS (COLLECTIVELY, "THE MANUFACTURERS", AND DIRECTING THE TOWN ATTORNEY AND/OR THE TOWN'S OUTSIDE COUNSEL TO EXECUTE THE DOCUMENTS NECESSARY TO EFFECTUATE THE TOWN'S PARTICIPATION IN THE SETTLEMENT

WHEREAS, the opioid epidemic that has cost thousands of human lives across the country also impacts the Commonwealth of Virginia and its counties and cities, including the Town of Richlands, by adversely impacting the delivery of emergency medical, law enforcement, criminal justice, mental health and substance abuse services, and other services by the Town of Richlands' various departments and agencies; and

WHEREAS, the Commonwealth of Virginia and its counties and cities, including Richlands, have been required and will continue to be required to allocate substantial taxpayer dollars, resources, staff energy and time to address the damage the opioid epidemic has caused and continues to cause the citizens of the Commonwealth and Richlands; and

WHEREAS, a settlement proposal has been negotiated that will cause the manufactures listed above to pay hundreds of millions of dollars nationwide to resolve opioid-related claims against them; and

WHEREAS, the Town of Richlands has approved and adopted the Virginia Opioid Abatement Fund and Settlement Allocation Memorandum of Understanding (the "Virginia MOU"), and affirms that this pending settlement with the manufacturers shall be considered a "Settlement" that is subject to the Virginia MOU, and shall be administered and allocated in the same manner as the opioid settlements entered into previously with opioid distributors McKesson, Cardinal Health, and AmerisourceBergen, opioid manufacturers Janssen Pharmaceuticals, Teva Pharmaceuticals, and Allergan, and retail pharmacy chains CVS, Walgreens, Walmart, Kroger, and the Sackler Family;

WHEREAS, the Town Attorney or the Town's outside counsel has reviewed the available information about the proposed settlement with the manufacturers and has recommended that the Town participate in the settlement in order to recover its share of the funds that the settlement would provide;

NOW THEREFORE BE IT RESOLVED that the Town of Richlands Town Council, this 23rd day of September, 2025, approves of the Town's participation in the proposed settlement of opioid-related claims against the manufacturers, and directs the Town Attorney and/or the Town's

outside counsel to execute the documents necessary to effectuate the Town's participation in the settlement, including the required release of claims against the manufacturers.

The Town of Richlands Town Council

____
Rodney D. Cury, *Mayor*

Attest:

____
Amanda Beheler, *Town Clerk*

Bales: _____
Jackson: _____
Mollo: _____
J. White: _____
S. White: _____
Wood: _____

LOCAL INCENTIVE INDEX FORM

REQUIRED FORM: This is the first page of the incentive index, which must be filled out for each incentive and submitted in the "Required Attachments" section of the online application. *Complete this chart for each of the proposed incentives, one incentive per page*

Incentive Name:	
Provider: Tazewell County Industrial Development Authority (TCIDA); Bluefield Industrial Development Authority (BIDA); Town of Tazewell Industrial Development Authority (TTIDA) **Name::** Real Estate Grant (REG) **Description:** The REG is a grant equal to 25% of net new real property taxes paid to the Town of Bluefield, the Town of Tazewell and/or Tazewell County for a three year period. The amount of the grant increases to 50% of net new real property	**Localities included in this incentive:** Tazewell County; Town of Bluefield; Town of Tazewell **Exclusive to Zone Properties/Businesses:** ☒ **Yes** ☐ **No, if no please explain how it will be tailored to zone.**

taxes collected by Tazewell County and/or the Town of Bluefield if: 1) the qualifying business investment is being undertaken in order for the qualifying business to diversify its product or customer base, as determined at the sole discretion of the TCIDA and or the BIDA; 2) if the qualifying business is a technology-driven company, as determined at the sole discretion of the TCIDA and/or the BIDA; or 3) if the qualifying business is a tourism support company, as determined at the sole discretion of the TCIDA and/or the BIDA. The TCIDA and the BIDA will adopt guidelines for the REG with respect to determining whether a business is diversifying, whether a business is technology-driven or whether a business is in the tourism support sector. Definitions applicable to these guidelines are provided in the Local Incentive Index Narrative, which follows. The TCIDA, the BIDA and/or the TTIDA, at their sole discretions and without setting precedent for future REG awards, may further augment the amount and/or duration of the REG and may also adjust the qualification criteria for the augmented feature of the REG. The TCIDA, the BIDA and/or the TTIDA may also, at their sole discretions and without setting precedent for future REG awards, waive any REG qualification requirement or any portion, thereof. If a qualifying business fails to meet any qualification requirement during the grant period, the grant period may be extended by up to two years and the business may receive an REG in any subsequent year for which it meets the qualification requirements, except that the REG shall be limited to three years' payment.	**Period of Availability:** Life of the Zone **Effective date:** Upon Zone designation

Qualification Requirements for Incentive: A qualifying business must be located in the Tazewell County VEZ. To receive an REG from the BIDA, a qualifying business must also be located in the Town of Bluefield and must not be a retail or food service establishment. To receive an REG from the TTIDA, a qualifying business must also be located in the Town of Tazewell. The business must make, or cause to be made, a minimum capital investment in real property of at least $25,000. Capital investment in real property is defined as funds expended externally for labor or materials to construct, demolish, renovate or add to real property. A new business must create a minimum of five (5) jobs in the VEZ that are new to Tazewell County. A new business is defined as a business that has not previously operated in Tazewell County (i.e. is not an existing business). An existing business must retain the number of permanent full-time equivalent jobs located in the VEZ at the time of its application for the REG. An existing business is defined as a business that is currently operating in Tazewell County or has operated in Tazewell County within the past 12 months, whether or not there has been a change in ownership, corporate structure or name. The TCIDA, BIDA and TTIDA will increase the amount of capital investment in real property required by 3% annually without filing an incentive amendment application. A qualifying business may not receive an REG if it or the owner of the property which the qualifying business occupies is receiving or has applied for a Rehabilitated Real Estate Tax Exemption (RRETE). A qualifying business must not be delinquent in any tax or fee levied by Tazewell County, the Town of Bluefield and/or the Town of Tazewell. **Timeframe for Qualification:** The REG will be paid within 3 months from the first and subsequent dates that real estate taxes are paid by the qualifying business after the qualifying capital investment in real property is made, or as mutually determined by the business and the BIDA, TTIDA and/or the TCIDA through a performance agreement. A qualifying business must apply for the REG within 12 months of completing the qualifying capital investment.	**Financial Value of Incentive:** The financial value of the incentive is calculated by multiplying the net new real estate taxes paid by the qualifying business to the Town of Bluefield, the Town of Tazewell and/or Tazewell County by 25%, or by 50% as the case may be. Net new real estate taxes are those paid by the business less the amount of real estate taxes paid on the assessed value of real estate owned or leased by the qualifying business prior to the qualifying capital investment in real property. Examples of the financial value are: 1) $103.13 on the minimum capital investment; 2) $4,125 on a capital investment of $1 million; and 3) for a diversifying, technology-driven company or tourism support business, the values are $206.25 and $8,250, respectively, on the minimum capital investment and a capital investment of $1 million. If the qualifying business is located in the Town of Bluefield, the additional financial value of the incentive for the examples above would be: 1) $35.16 on the minimum capital investment; 2) $1,406.25 on a capital investment of $1 million; and 3) for a diversifying, technology-driven company or tourism support business, the values are $70.32 and $2,812.50, respectively, on the minimum capital investment and a capital investment of $1 million. If the qualifying business is located in the Town of Tazewell, the additional financial value of the incentive for the examples above would be: 1) $46.89 on the minimum capital investment and 2) $1,875.00 on a capital investment of $1 million. **Source of Funds:** A transfer of funds from the Town of Bluefield, the Town of Tazewell and/or Tazewell County to the BIDA, TTIDA and/or the TCIDA, respectively, after all taxes have been paid by the qualifying company to the respective Town and/or the County.

Action to Implement:	Annual Budget Allocation Pending Approval:
☐ **Local Ordinance** ☒ **Approval by Board of Supervisors/Town Council** ☒ **Other:** Approval of a Funding Agreement between the TCIDA and the Board of Supervisors, approval of a Funding Agreement between the Bluefield Town Council and the BIDA, and approval of a Funding Agreement between the Tazewell Town Council and the TTIDA.	Budget allocations will be determined based on estimates of grant funds required for the upcoming fiscal year, as determined by approved REG applications.

LOCAL INCENTIVE INDEX NARRATIVE

REQUIRED FORM: This is the second page of the incentive index, which must be filled out for each incentive and submitted in the "Required Attachments" section of the online application.

Describe why this incentive has been selected and explain how it supports the locality's economic development strategy. What specific sectors or types of businesses is the locality trying to attract or help expand with this incentive? Describe how the incentive meets the needs of these targeted businesses. What are the implications of the incentive and how will the benefits be measured? Explain the qualification requirements and the rationale for the requirements.

The REG was selected as a flexible yet powerful economic development incentive that will reduce the cost of real property investment by new and expanding companies in the VEZ and will support the County's OERS, as also shared by the Towns of Bluefield and Tazewell. The REG directly supports the VEZ objective of encouraging real property investment within the VEZ. New or expanding businesses often need to invest in real property, through new construction, rehabilitation or the expansion of an existing facility. The REG provides an incentive that is scaled to the magnitude of a company's real property investment that can help attract and retain real property investment within the VEZ. For large projects, this incentive can provide a portion of the required local match for a Governor's Opportunity Fund (GOF) grant from the Commonwealth. Combined with the VEZ boundary selection, the REG is effectively directed toward the County's OERS targets. The REG will benefit existing manufacturers and engineering firms that need to expand a facility in order to diversify; new companies locating at The Bluestone, the Buskell properties, the Herndon-Keen property, the Mullins and Coal Mountain Mining sites, the former Richwood Golf Club and the Steelsburg property; hotel development and office development at the Leatherwood, the former Richwood Golf Club, the VDOT property and the Indian Paint Rd property; and renovations of property in Downtown Tazewell for tourism support activity.

REG payment amounts by the County and the Town of Bluefield have been doubled for OERS targets of economically diversifying companies, technology-driven companies and tourism support businesses. The Town of Tazewell has chosen to maintain flexibility to target an augmented REG to projects of considerable importance to the Town, on a discretionary basis. Economically diversifying companies are defined as companies undertaking capital investment in real property in order to expand capacity to produce a product for an industry sector which constitutes less than 25% of its current customer base or to serve customers in an industry sector which constitutes less than 25% of its current customer base. At least 50% of the qualifying capital investment must be for this purpose. Technology-driven companies are defined as companies developing advanced technology or employing advanced technology integral to the production process, whether of information or physical goods. Technology-driven companies specifically include, but are not limited to companies in: advanced manufacturing, agro-tech, clean energy and clean energy equipment research and production, computer and computer device manufacturing, data centers, information processing, information technology, medical device manufacturing, research and development, pharmaceutical manufacturing, scientific instrument manufacturing, software development and telemarketing/teleservice centers. Technology-driven companies do not include companies using computers or office or medical equipment in the normal course of business or companies distributing, retailing, installing or servicing technology equipment, unless a majority of customers are national or international. Tourism support companies are defined as businesses whose primary customer base are tourists. These businesses include, but are not limited to, hotels, bed and breakfasts, timeshares, gift shops, arts and crafts stores, antique dealers, galleries, outdoor recreation retailers, outdoor recreation service providers, museums, tourist attractions, and restaurants offering unique fare.

The qualification requirements of the REG have purposely been set at relatively low levels in order to make the incentive applicable to a broad range of investments. Specifically, recognizing the challenges that existing Tazewell County companies will face as the coal industry contracts, job retention has been substituted for job creation for existing VEZ businesses. The job creation requirement for new businesses ties the REG to the VEZ job creation objective. The Town of Bluefield has chosen to concentrate its economic development efforts on attracting manufacturers and office users and has, therefore, chosen not to offer the REG to retail and food service establishments.

Tazewell County is operating in an environment of severe fiscal stress and, due to the prospect of a contracting coal industry, its level of fiscal stress is projected to worsen. Even though no existing tax revenues will be used to fund the REG, as one County official stated, "Tazewell County needs every penny of revenue." Tazewell County's real estate tax rate is already low, ranking in the bottom third of Virginia's counties and cities. The REG is equivalent to three-quarters of a year's new real estate tax revenue, increasing to a year and a half's new real estate tax revenue from targeted investment for both the County and the Town.

The benefit of the REG to recipients is self-measured by the amount of the grant. The fiscal benefit to the County is a mathematical function of the REG grant amount. The number of jobs created by new companies investing in real estate and receiving the REG is another measure of benefit to the County. Over the long-term, the survival and employment retention rate among existing companies within the VEZ, particularly manufacturers and engineering firms, will be used as a measure of benefit. The successful economic development of significant new sites for business and industry, such as The Bluestone and Leatherwood, would also be a measure of benefit for this incentive. Growth in the tourism-related sector accompanied by use of the REG is another long-term measure of benefit, indicated by the number of new hotels within the VEZ and the number of new and expanded tourism-related businesses in Downtown Tazewell.

LOCAL INCENTIVE INDEX FORM

REQUIRED FORM: This is the first page of the incentive index, which must be filled out for each incentive and submitted in the "Required Attachments" section of the online application. *Complete this chart for each of the proposed incentives, one incentive per page*

Incentive Name:

Provider: Town of Tazewell **Name:** Business License Fee Abatement (BLFA) **Description:** A portion of the business license fee collected by the Town of Tazewell will be abated (or refunded if already paid) for a three year incentive period according to the following schedule: year 1 – 80% abatement; year 2 – 60% abatement; year 3 – 40% abatement. For a qualifying new business, the entire fee shall be subject to the above abatement schedule. For a qualifying existing business, only the fee levied on the increase in gross receipts calculated from the base year plus 5% (the base year is the year prior to the first incentive year) will be subject to the above abatement schedule.	**Localities included in this incentive:** Town of Tazewell (within Tazewell County) **Exclusive to Zone Properties/Businesses:** ☒ **Yes** ☐ **No, if no please explain how it will be tailored to zone.** **Period of Availability:** Life of the Zone **Effective date:** Upon Zone designation
Qualification Requirements for Incentive: A qualifying business must be located in Downtown Tazewell or in the Fourway redevelopment project area within the VEZ. Downtown Tazewell is defined as that area within the VEZ located along East and West Main Streets and West Pine Street between East Fincastle Turnpike and West Fincastle Turnpike. The Fourway redevelopment project area is defined as that area within the VEZ along Market Street, east of East Riverside Drive excluding 620 Market Street	**Financial Value of Incentive:** If the business license fee remained constant over the three year delivery period, an eligible business would receive the equivalent of 1.8 years of qualifying business license fee payments during the incentive period. For a business with $200,000 in qualifying gross receipts, the value of this incentive would be $576.00. For a hotel with $2 million in gross receipts, the value of this incentive would be $5,436.

(which is a new shopping center). A qualifying business must create at least 3 new FTE jobs. In addition, an existing business must expand the area occupied by the business by at least 20%. In order to qualify, a business must be one of the following: bed & breakfast, restaurant, retail establishment or, in the Fourway redevelopment project area, a hotel. A business must obtain a business license and not be delinquent in any tax or fee paid to the Town of Tazewell. A qualifying business must sign a release permitting the Town Treasurer or, the County's Commissioner of the Revenue as the case may be, to disclose the amount of qualifying business license fees paid by the business to Town officials administering the BLFA.	**Source of Funds:** Forgone revenue **Timeframe for Qualification:** The BLFA abatement period begins in the first year in which a business license payment is due after certification by the Town that the business has qualified for the BLFA. A new business must apply for the BLFA within 12 months of creating the qualifying number of jobs. An existing business must apply for the BLFA within 24 months of the first qualifying event.
Action to Implement: ☒ **Local Ordinance** ☐ **Approval by Board of Supervisors** ☐ **Other:**	**Annual Budget Allocation Pending Approval:** N/A

LOCAL INCENTIVE INDEX NARRATIVE

REQUIRED FORM: This is the second page of the incentive index, which must be filled out for each incentive and submitted in the "Required Attachments" section of the online application.

Describe why this incentive has been selected and explain how it supports the locality's economic development strategy. What specific sectors or types of businesses is the locality trying to attract or help expand with this incentive? Describe how the incentive meets the needs of these targeted businesses. What are the implications of the incentive and how will the benefits be measured? Explain the qualification requirements and the rationale for the requirements.

The Business License Fee Abatement (BLFA) has been selected by the Town of Tazewell as a local VEZ incentive in order to stimulate the tourism support sector within the Town of Tazewell. Tourism support businesses, which would include bed & breakfasts, hotels, restaurants and retail establishments, are likely and are targeted to cluster in Downtown Tazewell and in the Fourway redevelopment project area. The Fourway redevelopment project area is anchored by the VDOT property which the TCIDA is attempting to acquire for redevelopment and includes adjoining properties including a largely vacant shopping center formerly occupied by Food Lion.

A minimum level of job creation of three new jobs has been set in order to qualify for the BLFA in the Town of Tazewell in recognition that many tourism support businesses are relatively small but that, collectively, the development of a tourism support cluster in the Town of Tazewell would have a significant and positive impact on the Town's economy. Nevertheless, the Town wishes to limit eligibility for this incentive to, for the Town, significant economic events, as well as to stimulate the further occupancy of real estate. Therefore, a 20% expansion in floor space is required of existing businesses to become eligible for this incentive. Lastly, hotels are only eligible for the BLFA within the Fourway redevelopment project area because construction of a new hotel in Downtown Tazewell would be out of scale for the character of the Downtown.

Other qualification criteria for the BLFA are designed to protect the Town from granting an incentive to a tax-delinquent business and to ensure that staff has access to the data necessary to administer this incentive.

The impact of this incentive on the Town, fiscally, will be minimal because it is funded entirely with foregone revenue. Therefore, to the extent that the incentive is utilized, its impact will be fiscally positive, as it will stimulate the generation of new tax revenue for the Town. Since the incentive is funded by foregone business license revenue, capital investment by the applicant is not necessary in order to provide a funding stream for this incentive. Therefore, a capital investment eligibility criterion was not established for this incentive. The success of the incentive will be shown by the extent to which business growth, and particularly tourism support sector growth, occurs within the proposed VEZ target areas, as measured by business formation and expansion, and by job creation.

LOCAL INCENTIVE INDEX FORM

REQUIRED FORM: This is the first page of the incentive index, which must be filled out for each incentive and submitted in the "Required Attachments" section of the online application. *Complete this chart for each of the proposed incentives, one incentive per page*

Incentive Name:	
Provider: Tazewell County Industrial Development Authority (TCIDA); Bluefield Industrial Development Authority (BIDA); Town of Tazewell Industrial Development Authority (TTIDA) **Name:** Tangible Personal Property Grant (TPPG) **Description:** The TPPG is a grant equal to 25% of net new tangible personal property taxes (machinery & tool and business personal property taxes, not including merchants' capital) paid to Tazewell County for a three year period. If the qualifying business is	**Localities included in this incentive:** Tazewell County; Town of Bluefield; Town of Tazewell **Exclusive to Zone Properties/Businesses:** ☒ **Yes** ☐ **No, if no please explain how it will be tailored to zone.**

located in the Town of Bluefield, an additional TPPG is paid by the BIDA equal to 25% of the net new taxes on the business personal property component of tangible personal property paid to the Town of Bluefield for a three year period. If located in the Town of Tazewell, an additional TPPG is paid by the TTIDA equal to 25% of the net new taxes on tangible personal property paid to the Town of Tazewell for a three year period. The amount of the grant increases to 50% of qualifying net new tangible personal property taxes paid to Tazewell County and/or the Town of Bluefield if: 1) the qualifying business investment is being undertaken in order for the qualifying business to diversify its product or customer base, as determined at the sole discretion of the TCIDA and/or the BIDA; 2) if the qualifying business is a technology-driven company, as determined at the sole discretion of the TCIDA and/or the BIDA; or 3) if the qualifying business is a tourism support company, as determined at the sole discretion of the TCIDA and/or the BIDA. The TCIDA and the BIDA will adopt guidelines for the TPPG with respect to determining whether a business is diversifying, whether a business is technology-driven or whether a business is in the tourism support sector. Definitions applicable to these guidelines are the same as for the REG. The TCIDA, the BIDA and/or the TTIDA may, at their sole discretions and without setting precedent for future TPPG awards, further augment the amount and/or duration of the TPPG and may also adjust the qualification criteria for the augmented feature of the TPPG. The TCIDA, the BIDA and/or the TTIDA may also, at their sole discretions and without setting precedent for future TPPG awards, waive any TPPG qualification requirement or any portion, thereof. If a qualifying business fails to meet any qualification requirement during the grant period, the grant period may be extended by up to two years and the business may receive a TPPG in any subsequent year for which it meets the qualification requirements, except that the TPPG shall be limited to three years' payment.	**Period of Availability:** Life of the Zone **Effective date:** Upon Zone designation

Qualification Requirements for Incentive: A qualifying business must be located in the Tazewell County VEZ. To receive a TPPG from the BIDA, a qualifying business must also be located in the Town of Bluefield and must not be a retail or food service establishment. To receive a TPPG from the TTIDA, a qualifying business must also be located in the Town of Tazewell. The business must make, or cause to be made, a minimum capital investment in tangible personal property of at least $25,000. Capital investment in tangible personal property is defined as the purchase of tangible personal property as defined above. A new business must create a minimum of five (5) jobs in the VEZ that are new to Tazewell County. An existing business must retain the number of jobs located in the VEZ at the time of its application for the TPPG. The terms "new business" and "existing business" are the same as defined for the REG. The TCIDA, BIDA and TTIDA will increase the amount of capital investment in tangible personal property required by 3% annually without filing an incentive amendment application. If the total amount of the TPPG is estimated to be more than $50,000, the qualifying business must also sign a performance agreement with the BIDA, TTIDA and/or the TCIDA in which it agrees to return all or a portion of the amount of TPPG payments it received if the qualifying tangible personal property investment is removed from the Town and/or the County within five years after the company receives its final TPPG payment. The amount required to be returned would be pro-rated for the number of years after the final TPPG payment that the qualifying	**Financial Value of Incentive:** The financial value of the incentive is calculated by multiplying the net new tangible personal property taxes paid by the qualifying business to the Town of Bluefield, the Town of Tazewell and/or Tazewell County by 25%, or by 50% as the case may be. Net new real estate taxes are those paid by the business less the amount of tangible personal property taxes paid on the assessed value of tangible personal property owned or leased by the qualifying business prior to the qualifying capital investment in tangible personal property. Examples of the financial value are: 1) $787.50 on the minimum capital investment; 2) $31,500 on a capital investment of $1 million; and 3) for a diversifying, technology-driven company or tourism support business, the values are $1,575 and $63,000, respectively, on the minimum capital investment and a capital investment of $1 million. If the qualifying business is located in the Town of Bluefield, the additional financial value of the incentive for the examples above would be: 1) $236.25 on the minimum capital investment; 2) $9,450 on a capital investment of $1 million; and 3) for a diversifying, technology-driven company or tourism support business, the values are $472.50 and $18,900, respectively, on the minimum capital investment and a capital investment of $1 million. If the qualifying business is located in the Town of Tazewell, the additional financial value of the incentive for the examples above would be: 1) 236.25 on the minimum capital investment and 2) $9,450 on a capital investment of $1 million.

investment remained in place in the VEZ, with a 20% credit being given for each full year in which qualifying property remained in the VEZ. A qualifying business must not be delinquent in any tax or fee levied by the Town of Bluefield, the Town of Tazewell and/or Tazewell County. **Timeframe for Qualification:** The TPPG will be paid within 3 months from the first and subsequent dates on which tangible personal property taxes are paid by the qualifying business after the qualifying capital investment in tangible personal property has been made, or as mutually determined by the business and the BIDA, the TTIDA and/or the TCIDA through a performance agreement. A qualifying business must apply for the TPPG within 12 months of completing its capital investment in tangible personal property.	**Source of Funds:** A transfer of funds from the Town of Bluefield, the Town of Tazewell and/or Tazewell County to the BIDA, TTIDA and/or the TCIDA, respectively, after all taxes have been paid by the qualifying company to the Town and/or the County.
Action to Implement: ☐ **Local Ordinance** ☒ **Approval by Board of Supervisors/Town Council** ☒ **Other:** Approval of a Funding Agreement between the TCIDA and the Board of Supervisors, approval of a Funding Agreement between the Bluefield Town Council and the BIDA and approval of a Funding Agreement between the Tazewell Town Council and the TTIDA.	**Annual Budget Allocation Pending Approval:** Budget allocations will be determined based on estimates of grant funds required for the upcoming fiscal year, as determined by approved TPPG applications.

LOCAL INCENTIVE INDEX NARRATIVE

REQUIRED FORM: This is the second page of the incentive index, which must be filled out for each incentive and submitted in the "Required Attachments" section of the online application.

Describe why this incentive has been selected and explain how it supports the locality's economic development strategy. What specific sectors or types of businesses is the locality trying to attract or help expand with this incentive? Describe how the incentive meets the needs of these targeted businesses. What are the implications of the incentive and how will the benefits be measured? Explain the qualification requirements and the rationale for the requirements.

The TPPG was selected as a flexible yet powerful economic development incentive that will reduce the cost of investment in machinery & tool and/or business personal property (collectively, tangible personal property) by new and expanding companies in the VEZ and will support the County's economic development strategy, as also shared with the Towns of Bluefield and Tazewell. It will often be a companion incentive to the REG or may be a companion to the Rehabilitated Real Estate Tax Exemption. New or expanding businesses usually need to invest in tangible personal property—machinery & tools, if a manufacturer, and business personal property, if a non-manufacturer. The TPPG provides an incentive that is scaled to the magnitude of a company's investment in machinery or equipment that can help attract and retain companies making capital investments within the VEZ. For large projects, this incentive can provide a portion of the required local match for a GOF grant from the Commonwealth. Like the REG, combined with the VEZ boundary selection, the TPPG is effectively directed toward the County's OERS targets. The TPPG will benefit existing manufacturers and engineering firms that need to expand a facility in order to diversify; new companies locating at The Bluestone, the Buskell properties, the Herndon-Keen property, the Mullins and Coal Mountain Mining sites, the former Richwood Golf Club and the Steelsburg property; hotel development at Leatherwood, the former Richwood Golf Club, the VDOT property and the Indian Paint Rd. property (using investment in furnishings and equipment [F&E]); and tourism support businesses in Downtown Tazewell that invest in F&E.

As with the REG, TPPG payment amounts have been doubled for OERS targets of economically diversifying companies, technology-driven companies and tourism support businesses. As with the REG, the Town of Tazewell has chosen to maintain flexibility to target an augmented TPPG to projects of considerable importance to the Town, on a discretionary basis. Definitions for these target sectors are provided in the Local Incentive Index Narrative for the REG. Also as with the REG, the qualification requirements of the TPPG have purposely been set at relatively low levels in order to make the incentive applicable to a broad range of investments. Specifically, recognizing the challenges that existing Tazewell County companies will face as the coal industry contracts, job retention has been substituted for job creation for existing VEZ businesses. The job creation requirement for new businesses ties the TPPG to the VEZ job creation objective. The Town of Bluefield has chosen to concentrate its economic development efforts on attracting manufacturers and office users and has, therefore, chosen not to offer the TPPG to retail and food service establishments.

The fiscal implications of the TPPG are the same as for the REG. The County has chosen to require a performance agreement with a "clawback" provision because, unlike real estate, a company's investment in machinery or equipment is not necessarily permanent. The threshold for requiring a performance agreement was set so that this only applies to major economic development investments in order not to unduly burden small businesses. A performance agreement will protect the County and the Town against companies that may move once economic incentives are exhausted.

The benefits of the TPPG are also similar to those of the REG. Benefits to recipients are self-measured by the amount of the grant and the fiscal benefit to the County is a mathematical function of the TPPG grant amount. The number of jobs created by new companies investing in machinery or equipment and receiving the TPPG is another measure of benefit to the County. As with the REG, over the long-term, the survival and employment retention rate among existing companies within the VEZ, particularly manufacturers and engineering firms, will be used as a measure of benefit. Growth in the tourism support sector accompanied by use of the TPPG is another long-term measure of benefit, indicated by the number of new hotels in the VEZ and the number of new and expanded tourism-related businesses in Downtown Tazewell.

LOCAL INCENTIVE INDEX FORM

REQUIRED FORM: This is the first page of the incentive index, which must be filled out for each incentive and submitted in the "Required Attachments" section of the online application. *Complete this chart for each of the proposed incentives, one incentive per page*

Incentive Name:	
Provider: Tazewell County, Town of Bluefield, Town of Tazewell **Name:** Rehabilitated Real Estate Tax Exemption (RRETE) **Description:** The RRETE is a three year partial exemption from taxation of the increase in assessed value of rehabilitated real estate, as authorized by §58.1-3221 of the Virginia Code and, for the residential portion of any mixed use building, §58.1-3220 of the Virginia Code. Eighty percent (80%) of the qualifying assessment on real property will be exempted from taxation in year 1; 60% of the qualifying assessment will be exempted in year 2; and 40% of the qualifying assessment will be exempted in year 3.	**Localities included in this incentive:** Tazewell County; Town of Bluefield; Town of Tazewell **Exclusive to Zone Properties/Businesses:** ☒ **Yes** ☐ **No, if no please explain how it will be tailored to zone.** **Period of Availability:** Life of the Zone **Effective date:** Upon Zone designation
Qualification Requirements for Incentive: A qualifying property must be located within the VEZ; must be a property dedicated to commercial, industrial or mixed use; and be at least 15 years old. To receive an RRETE from the Town of Bluefield, a qualifying property must also be located in the Town of Bluefield. To receive an RRETE from the Town of Tazewell, a qualifying property must also be located in the Town of Tazewell. "Mixed" use is defined as a building in which the first floor is dedicated to commercial use and the upper floor(s) is dedicated in whole or in part to residential use. To qualify for the exemption, the assessed value of the property	**Financial Value of Incentive:** Equivalent to 180% of one year's taxes on the exempted assessment (delivered over a three year period). For an exemption of $40,000 of assessed value, the total RRETE value is $396. For an exemption of $1 million, the total RRETE value is $9,900. If the qualifying property is located in the Town of Bluefield, the RRETE would have an additional value of $133.20 for an exemption of $40,000 of assessed value and $3,330 for an exemption of $1 million of assessed value. If the qualifying property is located in the Town of Tazewell, the RRETE would have an additional value of $180.00 for an exemption of $40,000 of assessed value and $4,500 for an exemption of $1 million of assessed value.

improvements after the completion of the rehabilitation must equal or exceed 125% of the assessed value of the property improvements prior to the commencement of the rehabilitation or addition. Increased assessments which are due to rebuilding or repair after a fire or other natural disaster do not qualify for the exemption. A property owner may not receive an RRETE if the property owner, an entity under the control of the property owner or a tenant in the applicable building is receiving or has applied for an REG. A qualifying business must not be delinquent in any tax or fee levied by the Town of Bluefield, the Town of Tazewell and/or Tazewell County. **Timeframe for Qualification:** The RRETE is received beginning with the first real estate tax payment after an exemption has been approved by the Commissioner of the Revenue. A qualifying property owner must apply for the RRETE prior to conducting any demolition, rehabilitation or addition to the qualifying property.	**Source of Funds:** Foregone revenue
Action to Implement: ☒ **Local Ordinance** ☐ **Approval by Board of Supervisors** ☐ **Other:**	**Annual Budget Allocation Pending Approval:** N/A

LOCAL INCENTIVE INDEX NARRATIVE

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Describe why this incentive has been selected and explain how it supports the locality's economic development strategy. What specific sectors or types of businesses is the locality trying to attract or help expand with this incentive? Describe how the incentive meets the needs of these targeted businesses. What are the implications of the incentive and how will the benefits be measured? Explain the qualification requirements and the rationale for the requirements.

The RRETE is an alternative to the REG. Like the REG, the RRETE reduces the cost of investment in real property for owners of existing real estate in need of rehabilitation, repurposing or expansion. As such, it supports the VEZ objective of real property investment, though it is targeted to incentivizing investment in existing real property, rather than in new construction. It supports those portions of the County's OERS, as also shared by the Towns of Bluefield and Tazewell, that encourage diversification by existing manufacturers and engineering firms and the development of the tourism support sector, particularly in Downtown Tazewell. The incentive may also be applicable to the redevelopment of the VDOT property, the rehabilitation of the former Lowe's/Aiken building and the rehabilitation of industrial properties in the Furnace Street and Thistle Street industrial areas. The choice between the RRETE and the REG by a company investing in existing real property will depend on a number of factors but, because the calculation formula of the RRETE is more generous, this choice would generally be made in favor of the RRETE, unless the applicant could not qualify for the RRETE (because the assessed value of improvements did not increase by 25%, the building was not at least 15 years old or the applicant did not apply for the RRETE prior to commencement of the rehabilitation). The more generous RRETE value indicates the high value the County and the Towns place on assisting existing businesses to expand and on preserving and enhancing its existing stock of commercial and industrial buildings. Like the REG and TTPG, no existing tax revenue is lost due to the provision of this incentive, though a higher percentage of new tax revenue is forgone during the three year period than with the REG or TPPG.

The benefits of the RRETE to the applicant can be directly measured. The benefit to the County will occur through future higher real property assessments and tax collections. The long-term benefit of the RRETE would be shown by an increased number of renovated and/or expanded buildings within the VEZ.

LOCAL INCENTIVE INDEX FORM

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<table>
<tr><th colspan="2">Incentive Name:</th></tr>
<tr><td>Provider: Town of Tazewell
Name: Meals Tax Refund (MTR)
Description: A portion of the meals tax collected by the Town of Tazewell from a qualifying business will be refunded for a three year incentive period according to the following schedule: year 1 – 80% refund; year 2 – 60% refund; year 3 – 40% refund. For a qualifying new business, the entire tax shall be subject to the above refund schedule. For a qualifying existing business, only the tax paid on the increase in meals tax collections calculated from the base year plus 5% (the base year is the year prior to the first incentive year) will be subject to the above refund schedule.</td><td>Localities included in this incentive: Town of Tazewell

Exclusive to Zone Properties/Businesses:
☒ Yes
☐ No, if no please explain how it will be tailored to zone.

Period of Availability: Life of the Zone

Effective date: Upon Zone designation</td></tr>
<tr><td>Qualification Requirements: A qualifying business must be located in Downtown Tazewell or in the Fourway redevelopment project area within the VEZ. Downtown Tazewell is defined as that area within the VEZ located along East and West Main Streets and West Pine Street between East Fincastle Turnpike and West Fincastle Turnpike. The Fourway redevelopment project area is defined as that area</td><td>Financial Value of Incentive: If meals tax collections remained constant over the three year delivery period, an eligible business would receive the equivalent of 1.8 years of qualifying meals tax payments during the incentive period. For a business with $200,000 of qualifying sales, the incentive value would be $25,200.</td></tr>
</table>

within the VEZ along Market Street, east of East Riverside Drive excluding 620 Market Street (which is a new shopping center). A qualifying business must create at least 5 new FTE jobs. In addition, an existing business must expand the area occupied by the business by at least 20%. A business must not be delinquent in any tax or fee paid to the Town of Tazewell or to Tazewell County. A qualifying business must sign a release permitting the Commissioner of the Revenue or County Treasurer, as the case may be, to disclose the amount of qualifying meals taxes paid by the business to County officials administering the MTR. **Timeframe for Qualification:** The MTR will be paid to a qualifying business semi-annually, on or about February 1, calculated on meals taxes collected by or for the Town of Tazewell from July 1 to December 31 of the previous year, and on or about August 1, meals taxes collected by or for the Town of Tazewell from January 1 to June 30 of the current year (the "payment dates"). Payments will begin to a qualifying business on the first payment date after a business receives a certification of qualification for the MTR. However, a qualifying business may choose, at its discretion, to begin its MTR payments on the second payment date after a business receives a certification of qualification for the MTR. In either case, the refund year is calculated from the date of the first payment received by a qualifying business. A new business must apply for the MTR within 12 months of creating the qualifying number of jobs. An existing business must apply for the MTR within 24 months of the first qualifying event.	**Source of Funds:** Meals taxes collected by or for the Town of Tazewell
Action to Implement: ☒ **Local Ordinance** ☐ **Approval by Board of Supervisors** ☐ **Other:**	**Annual Budget Allocation Pending Approval:** N/A. A budgetary pass-through mechanism may be adopted by the Town.

LOCAL INCENTIVE INDEX NARRATIVE

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Describe why this incentive has been selected and explain how it supports the locality's economic development strategy. What specific sectors or types of businesses is the locality trying to attract or help expand with this incentive? Describe how the incentive meets the needs of these targeted businesses. What are the implications of the incentive and how will the benefits be measured? Explain the qualification requirements and the rationale for the requirements.

The Meals Tax Refund (MTR) has been selected by the Town of Tazewell as a local VEZ incentive in order to stimulate the tourism support sector within the Town of Tazewell. Restaurants are an important component of the tourism support sector, which is likely and is targeted to cluster in Downtown Tazewell and in the Fourway redevelopment project area. The Fourway redevelopment project area is anchored by the VDOT property which the TCIDA is attempting to acquire for redevelopment and includes adjoining properties including a largely vacant shopping center formerly occupied by Food Lion.

A minimum level of job creation of five new jobs has been set in order to qualify for the MTR in the Town of Tazewell in recognition that restaurants typically employ more workers than retail establishments or bed & breakfast establishments, but in order to accommodate smaller, independent restaurants that are the most apt to add unique flavor to attract tourists to the targeted tourism support areas. Nevertheless, the Town wishes to limit eligibility for this incentive to, for the Town, significant economic events, as well as to stimulate the further occupancy of real estate. Therefore, a 20% expansion in floor space is required of existing restaurants to become eligible for this incentive. Other qualification criteria for the MTR are designed to protect the Town from granting an incentive to a tax-delinquent business and to ensure that staff has access to the data necessary to administer this incentive.

The impact of this incentive on the Town, fiscally, will be minimal because it is funded entirely with foregone revenue. Therefore, to the extent that the incentive is utilized, its impact will be fiscally positive, as it will stimulate the generation of new tax revenue for the Town. Since the incentive is funded by foregone meals tax revenue, capital investment by the applicant is not necessary in order to provide a funding stream for this incentive. Therefore, a capital investment eligibility criterion was not established for this incentive. The success of the incentive will be shown by the extent to which restaurant growth occurs within the proposed VEZ target areas, as measured by business formation and expansion, and by job creation.

LOCAL INCENTIVE INDEX FORM

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Incentive Name:

Provider: Town of Tazewell **Name:** Lodging Tax Refund (LTR) **Description:** A portion of the lodging tax collected by the Town of Tazewell from a qualifying business will be refunded for a three year incentive period according to the following schedule: year 1 – 80% refund; year 2 – 60% refund; year 3 – 40% refund. For a qualifying new business, the entire tax shall be subject to the above refund schedule. For a qualifying existing business, only the tax paid on the increase in lodging tax collections calculated from the base year plus 5% (the base year is the year prior to the first incentive year) will be subject to the above refund schedule.	**Localities included in this incentive:** Town of Tazewell **Exclusive to Zone Properties/Businesses:** ☒ **Yes** ☐ **No, if no please explain how it will be tailored to zone.** **Period of Availability:** Life of the Zone **Effective date:** Upon Zone designation
Qualification Requirements: A qualifying business must be located in Downtown Tazewell or in the Fourway redevelopment project area within the VEZ. Downtown Tazewell is defined as that area within the VEZ located along East and West Main Streets and West Pine Street between East Fincastle Turnpike and West Fincastle Turnpike. The Fourway redevelopment project area is defined as that area within the VEZ along Market Street, east of East Riverside Drive excluding 620 Market Street. A	**Financial Value of Incentive:** If lodging tax collections remained constant over the three year delivery period, an eligible business would receive the equivalent of 1.8 years of qualifying meals tax payments during the incentive period. For a bed & breakfast with $200,000 of qualifying sales, the incentive value would be $18,000. For a hotel with $2 million in qualifying sales, the incentive value would be $180,000.

qualifying business must create at least 3 new FTE jobs. In addition, an existing business must expand the area occupied by the business by at least 20%. A business must not be delinquent in any tax or fee paid to the Town of Tazewell or to Tazewell County. A qualifying business must sign a release permitting the Commissioner of the Revenue or County Treasurer, as the case may be, to disclose the amount of qualifying lodging taxes paid by the business to County officials administering the LTR. **Timeframe for Qualification:** The LTR will be paid to a qualifying business semi-annually, on or about February 1, calculated on lodging taxes collected by or for the Town of Tazewell from July 1 to December 31 of the previous year, and on or about August 1, lodging taxes collected by or for the Town of Tazewell from January 1 to June 30 of the current year (the "payment dates"). Payments will begin to a qualifying business on the first payment date after a business receives a certification of qualification for the LTR. However, a qualifying business may choose, at its discretion, to begin its LTR payments on the second payment date after a business receives a certification of qualification for the LTR. In either case, the refund year is calculated from the date of the first payment received by a qualifying business. A new business must apply for the LTR within 12 months of creating the qualifying number of jobs. An existing business must apply for the LTR within 24 months of the first qualifying event.	**Source of Funds:** Lodging taxes collected by the Town of Tazewell
Action to Implement: ☒ **Local Ordinance** ☐ **Approval by Board of Supervisors** ☐ **Other:**	**Annual Budget Allocation Pending Approval:** N/A. A budgetary pass-through mechanism may be adopted by the Town.

LOCAL INCENTIVE INDEX NARRATIVE

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Describe why this incentive has been selected and explain how it supports the locality's economic development strategy. What specific sectors or types of businesses is the locality trying to attract or help expand with this incentive? Describe how the incentive meets the needs of these targeted businesses. What are the implications of the incentive and how will the benefits be measured? Explain the qualification requirements and the rationale for the requirements.

The Lodging Tax Refund (LTR) has been selected by the Town of Tazewell as a local VEZ incentive in order to stimulate the tourism support sector within the Town of Tazewell. Hotels and bed & breakfasts are an important component of the tourism support sector, which is likely and is targeted to cluster in Downtown Tazewell and in the Fourway redevelopment project area. The Fourway redevelopment project area is anchored by the VDOT property which the TCIDA is attempting to acquire for redevelopment and includes adjoining properties including a largely vacant shopping center formerly occupied by Food Lion.

A minimum level of job creation of three new jobs has been set in order to qualify for the LTR in the Town of Tazewell in recognition that bed & breakfast establishments typically employ many fewer workers than do hotels. Nevertheless, the Town wishes to limit eligibility for this incentive to, for the Town, significant economic events, as well as to stimulate the further occupancy of real estate. Therefore, a 20% expansion in floor space is required of existing hotels or bed & breakfast establishments to become eligible for this incentive. Other qualification criteria for the LTR are designed to protect the Town from granting an incentive to a tax-delinquent business and to ensure that staff has access to the data necessary to administer this incentive.

The impact of this incentive on the Town, fiscally, will be minimal because it is funded entirely with foregone revenue. Therefore, to the extent that the incentive is utilized, its impact will be fiscally positive, as it will stimulate the generation of new tax revenue for the Town. Since the incentive is funded by foregone lodging tax revenue, capital investment by the applicant is not necessary in order to provide a funding stream for this incentive. Therefore, a capital investment eligibility criterion was not established for this incentive. The success of the incentive will be shown by the extent to which lodging establishment growth occurs within the proposed VEZ target areas, as measured by business formation and expansion, and by job creation.

Town of Richlands, VA

Town Council Meeting

Staff Summary

Action Item

Agenda Title:	Monthly Financial Reports		
Staff Contact(s):	Ronnie Campbell		
Agenda Date:	September 23, 2025	**Item Number:**	
Attachment(s):	1.	Income Statement Summary	
	2.	Income Statement Detail	
	3.	Budget Amendment Reserve Summary	
	4.	Reserve Analysis	
	5.	Bank Balances by Fund	
	6.	Loan Balances	
Reviewed By:	Susan Whitt		

SUMMARY:

The attachments include the financial results for July 2025. The reports include summary and detailed income statements, actual and projected cash balances and loan 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, required reserves, budget amendment tracking and loan balances. 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: 2025 - 2026
For the Period Ending 7/31/2025

Fund	Current Month Net Income (Loss)	Year To Date Net Income (Loss)	Drivers	Variance Permanent or Timing
General	($848,654)	($848,654)	YTD net loss variance primarily results from lower revenues in real estate taxes, business licenses and fees and other revenues **hurt (4.7% of budget or $8.0M)** and a **net help (14.8% of budget or $7.1M)** from lower expenses and capital purchases in all departments.	- Revenues - Timing; - Expenses - Timing; - Capital - Timing
Water	375,217	375,217	YTD net income variance primarily results from lower revenues **hurt (17.3% of budget or $2.3M)** offset by lower expenses **help (5.2% of budget or $1.9M).**	- Revenues - Timing; - Expenses - Timing
Sewer	68,476	68,476	YTD net income variance primarily results from lower revenues **hurt (6.8% of budget or $2.1M)**, offset by lower expenses **help (3.9% of budget or $2.1).**	- Revenues - Timing; - Expenses - Timing
Water/Sewer Line Maintenance	(57,983)	(57,983)	YTD net loss variance results from lower expenses **help (8.1% of budget or $659K).**	- Expenses - Timing
Electric w/o Generator	121,263	121,263	YTD net income variance primarily results from lower revenues **hurt (7.8% of budget or $9.1M), offset by lower expenses help (6.5% of budget or $9.2M).**	- Revenues - Timing: - Expenses - Timing
Subtotal All Funds	($341,680)	($341,680)		
Electric Generator	(1,149,500)	(1,149,500)	The capital purchase of $1.1M represents the second half of the payment for the Enbridge pipeline contract. Cumulative funding of $14.6M includes $9.6M from the note payable, $2.3M was funded from unrestricted funds, $2.0M was funded by the TRRC loan and $0.7M was funded from the General Fund.	- Capital - Permanent
Total All Funds	($1,491,180)	($1,491,180)		

Town of Richlands
Income Statement: 2025 - 2026
For the Period Ending 7/31/2025

General Fund
Revenues

Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	% Received	Unappropriated Help (Hurt)	Comments
10-3700-410000	REAL ESTATE TAXES	$518,425.00	($122.13)	($122.13)	-0.02%	($518,547.13)	
10-3700-410050	R E TAX BUDGET	$20,000.00	$4,653.43	$4,653.43	23.27%	($15,346.57)	
10-3700-410100	R.E. TAXES PRO RATA	$1,000.00	$21.74	$21.74	2.17%	($978.26)	
10-3700-410200	DELINQUENT TAXES	$23,000.00	$3,723.06	$3,723.06	16.19%	($19,276.94)	
10-3700-410300	PENALTIES ON TAXES	$2,000.00	$189.09	$189.09	9.45%	($1,810.91)	
10-3700-410350	INTEREST ON TAXES	$5,000.00	$675.03	$675.03	13.50%	($4,324.97)	
10-3700-410400	PUBLIC SERVICE TAXES	$43,574.00	$0.00	$0.00	0.00%	($43,574.00)	
Total Dept.3700	**REVENUE**	**$612,999.00**	**$9,140.22**	**$9,140.22**	**1.49%**	**($603,858.78)**	
10-3701-411000	BANK STOCK TAXES	$251,300.00	$0.00	$0.00	0.00%	($251,300.00)	
10-3701-411100	RESTAURANT FOOD TAX	$1,150,000.00	$95,574.67	$95,574.67	8.31%	($1,054,425.33)	
10-3701-411200	BUSINESS LICENSES	$600,000.00	$1,157.39	$1,157.39	0.19%	($598,842.61)	
10-3701-411300	MOTOR VEHICLE LICENSES	$35,000.00	$74.51	$74.51	0.21%	($34,925.49)	
10-3701-411400	MOBILE HOME LICENSE	$8,000.00	$40.00	$40.00	0.50%	($7,960.00)	
10-3701-411450	PERSONAL PROPERTY TAX	$0.00	$80.00	$80.00	0.00%	$80.00	
10-3701-411500	CIGARETTE TAX	$200,000.00	$22,500.00	$22,500.00	11.25%	($177,500.00)	
10-3701-411550	DELINQUENT PER PROPERTY TAXES	$1,000.00	$22.38	$22.38	2.24%	($977.62)	
10-3701-411650	PENALTIES ON PER PROPERTY TAXES	$0.00	$2.55	$2.55	0.00%	$2.55	
10-3701-411750	INTEREST ON PERSONAL PROPERTY TAXES	$0.00	$7.70	$7.70	0.00%	$7.70	
10-3701-412000	ZONING PERMITS	$1,000.00	$65.00	$65.00	6.50%	($935.00)	
10-3701-413000	COURT FINES & FOREFEITURE	$30,000.00	$0.00	$0.00	0.00%	($30,000.00)	
10-3701-413300	INTEREST INCOME	$5,000.00	$58.13	$58.13	1.16%	($4,941.87)	
10-3701-413400	CONTRACT WORK-STREET	$5,000.00	$264.14	$264.14	5.28%	($4,735.86)	
10-3701-413900	SALE OF SALVAGE & SURPLUS	$5,000.00	$0.00	$0.00	0.00%	($5,000.00)	
10-3701-414100	FIRE/RESCUE CONTRACTS	$300,000.00	$0.00	$0.00	0.00%	($300,000.00)	
10-3701-414125	RESCUE SQUAD BILLING REVENUE	$1,018,753.00	$119,423.30	$119,423.30	11.72%	($899,329.70)	
10-3701-414130	RESCUE BAD DEBT COLLECTIONS	$6,000.00	$3,230.72	$3,230.72	53.85%	($2,769.28)	
10-3701-414150	SWIMMING POOL FEES	$15,000.00	$6,511.00	$6,511.00	43.41%	($8,489.00)	
10-3701-414200	CONCESSION COLL	$25,000.00	$2,860.82	$2,860.82	11.44%	($22,139.18)	
10-3701-414250	BASKETBALL FEES	$20,000.00	$508.00	$508.00	2.54%	($19,492.00)	
10-3701-414400	MEMBERSHIP FEES	$1,500.00	$255.00	$255.00	17.00%	($1,245.00)	
10-3701-414425	WEIGHT ROOM FEES	$1,000.00	$252.00	$252.00	25.20%	($748.00)	
10-3701-414450	ROOM RENTAL UPSTAIRS	$6,000.00	$815.00	$815.00	13.58%	($5,185.00)	
10-3701-414475	SHELTER RENTAL FEES	$1,500.00	$125.00	$125.00	8.33%	($1,375.00)	
10-3701-414500	MISC RECREATION REVENUE	$5,000.00	$162.00	$162.00	3.24%	($4,838.00)	
10-3701-414525	REC TOURNAMENTS/EVENTS	$1,000.00	$0.00	$0.00	0.00%	($1,000.00)	
10-3701-414550	VOLLEYBALL FEES	$12,000.00	$0.00	$0.00	0.00%	($12,000.00)	
10-3701-420150	GARBAGE COLLECTIONS	$655,000.00	$49,446.86	$49,446.86	7.55%	($605,553.14)	
10-3701-420175	Bulk/Brush Fees	$0.00	$2,832.00	$2,832.00	0.00%	$2,832.00	
10-3701-420200	PENALTIES	$8,000.00	$1,092.86	$1,092.86	13.66%	($6,907.14)	
10-3701-420420	STATE-LOCAL TAX	$20,000.00	$1,481.09	$1,481.09	7.41%	($18,518.91)	
10-3701-420550	CONSUMER/CONSUMPTION UTILITY TAX	$230,000.00	$18,960.64	$18,960.64	8.24%	($211,039.36)	
10-3701-420900	CONVENIENCE FEE	$5,000.00	$252.00	$252.00	5.04%	($4,748.00)	
10-3701-430000	MISCELLANEOUS REVENUE	$15,000.00	$4,609.08	$4,609.08	30.73%	($10,390.92)	
10-3701-430300	RETURN CHECK FEES	$500.00	$120.00	$120.00	24.00%	($380.00)	
10-3701-430400	DNTN & COMM DEVELOP REVENUE	$0.00	$300.00	$300.00	0.00%	$300.00	
10-3701-430600	COMM & CIVIC PROG REVENUE	$0.00	$100.00	$100.00	0.00%	$100.00	

10-3701-430900	DONATIONS & MISC-FIRE	$15,500.00	$2,922.96	$2,922.96	18.86%	($12,577.04)
10-3701-430950	GIFTS & DONATIONS-REC	$1,000.00	$0.00	$0.00	0.00%	($1,000.00)
10-3701-431000	GIFTS & DONATIONS-POLICE	$12,000.00	$2,500.00	$2,500.00	20.83%	($9,500.00)
10-3701-431050	DONATIONS & MISC-RESCUE	$3,000.00	$800.00	$800.00	26.67%	($2,200.00)
10-3701-431100	MISCELLANEOUS REVENUE-POLICE	$4,000.00	$50.00	$50.00	1.25%	($3,950.00)
10-3701-431200	RESTITUTION	$0.00	$4.06	$4.06	0.00%	$4.06
Total Dept.3701	**REVENUE**	**$4,673,053.00**	**$339,460.86**	**$339,460.86**	**7.26%**	**($4,333,592.14)**
10-3702-433100	SALES TAX PROCEEDS	$550,000.00	$0.00	$0.00	0.00%	($550,000.00)
10-3702-433200	MOTOR VEHICLE CARRIER TAX	$5,000.00	$405.52	$405.52	8.11%	($4,594.48)
10-3702-433300	MOBILE HOME TITLING TAX	$1,000.00	$0.00	$0.00	0.00%	($1,000.00)
10-3702-434000	COMM OF VA LAW ENFORCEMNT	$150,000.00	$0.00	$0.00	0.00%	($150,000.00)
10-3702-434100	STREET & HWGY MAINT.	$1,354,717.00	$0.00	$0.00	0.00%	($1,354,717.00)
10-3702-434200	LITTER CONTROL	$3,000.00	$0.00	$0.00	0.00%	($3,000.00)
10-3702-435200	POLICE GRANTS-OTHER	$53,549.00	$10,762.32	$10,762.32	20.10%	($42,786.68)
10-3702-435310	PL-ST ASSET FORF REVENUE	$15,000.00	$0.00	$0.00	0.00%	($15,000.00)
10-3702-435400	DRUG ENFORCEMENT & PROSEC	$76,087.00	$21,000.00	$21,000.00	27.60%	($55,087.00)
10-3702-435425	HIDTA FED GRANT	$19,000.00	$1,763.32	$1,763.32	9.28%	($17,236.68)
10-3702-435500	EMS GRANTS	$20,000.00	$0.00	$0.00	0.00%	($20,000.00)
10-3702-435550	FIRE GRANTS	$25,000.00	$0.00	$0.00	0.00%	($25,000.00)
10-3702-460000	OTHER STATE/FED REVENUE	$14,500.00	$11,488.49	$11,488.49	79.23%	($3,011.51)
Total Dept.3702	**REVENUE**	**$2,286,853.00**	**$45,419.65**	**$45,419.65**	**1.99%**	**($2,241,433.35)**
10-3703-470000	TRANSFER IN FROM UT-ADM COST	$809,492.00	$0.00	$0.00	0.00%	($809,492.00)
10-3703-471000	TRANSFER IN FROM UT-IT COST	$49,000.00	$0.00	$0.00	0.00%	($49,000.00)
Total Dept.3703	**REVENUE**	**$858,492.00**	**$0.00**	**$0.00**	**0.00%**	**($858,492.00)**
10-3704-480000	FUND BALANCE ALLOCATION	($60,000.00)	$0.00	$0.00	0.00%	$60,000.00
Total Dept.3704	**3704**	**($60,000.00)**	**$0.00**	**$0.00**	**0.00%**	**$60,000.00**
Total Fund	**General Fund**	**$8,371,397.00**	**$394,020.73**	**$394,020.73**	**4.71%**	**($7,977,376.27)**

This account represents the net impact to budget from amendments. A positive amount in the first column is a decrease to the reserves and a negative amount is an increase to reserves. $60K was unrestricted. See GL summary on last page.

General Fund Expenditures

Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD	% Used	Unappropriated Help (Hurt)
Department 4000	**LEGAL**					
10-4000-500100	TOWN ATTORNEY	$60,000.00	$3,682.85	$3,682.85	6.14%	$56,317.15
Total Dept.4000	**LEGAL**	**$60,000.00**	**$3,682.85**	**$3,682.85**	**6.14%**	**$56,317.15**
Department 4010	**COUNCIL**					
10-4010-500000	SALARIES AND WAGES	$10,500.00	$875.00	$875.00	8.33%	$9,625.00
10-4010-500150	CLERK SALARY	$12,000.00	$1,000.00	$1,000.00	8.33%	$11,000.00
10-4010-501000	INS SOCIAL SECURITY	$1,720.00	$143.42	$143.42	8.34%	$1,576.58
10-4010-501250	INS WORKMENS COMPENSATION	$25.00	$0.00	$0.00	0.00%	$25.00
10-4010-519000	MISCELLANEOUS	$2,000.00	$134.87	$134.87	6.74%	$1,865.13
10-4010-525150	TOWN EVENTS	$5,000.00	$38.69	$38.69	0.77%	$4,961.31

Total Dept.4010	**COUNCIL**	**$31,245.00**	**$2,191.98**	**$2,191.98**	**7.02%**	**$29,053.02**
Department 4020	**TOWN MANAGER**					
10-4020-500050	TOWN MANAGER SALARY	$135,000.00	$10,384.62	$10,384.62	7.69%	$124,615.38
10-4020-501000	INS SOCIAL SECURITY	$583.00	$760.86	$760.86	130.51%	($177.86)
10-4020-501100	INS HEALTH	$22,832.00	$0.00	$0.00	0.00%	$22,832.00
10-4020-501150	INS.-LIFE	$331.00	$0.00	$0.00	0.00%	$331.00
10-4020-501200	INS.-RETIREMENT PLAN	$58,000.00	$0.00	$0.00	0.00%	$58,000.00
10-4020-501225	VRS-VLDP	$1,300.00	$0.00	$0.00	0.00%	$1,300.00
10-4020-501250	INS WORKMENS COMPENSATION	$100.00	$0.00	$0.00	0.00%	$100.00
10-4020-510250	DUES & MERBERSHIP	$1,500.00	$8,760.00	$8,760.00	584.00%	($7,260.00)
10-4020-510350	OFFICE SUPPLIES	$3,000.00	$0.00	$0.00	0.00%	$3,000.00
10-4020-510550	TRAINING EXPENSE	$2,000.00	$0.00	$0.00	0.00%	$2,000.00
10-4020-511100	SUPPLIES & MATERIALS	$750.00	$0.00	$0.00	0.00%	$750.00
10-4020-519000	MISCELLANEOUS	$97,000.00	$5,000.00	$5,000.00	5.15%	$92,000.00
Total Dept.4020	**TOWN MANAGER**	**$322,396.00**	**$24,905.48**	**$24,905.48**	**7.73%**	**$297,490.52**
Department 4030	**HUMAN RESOURCES**					
10-4030-500000	SALARIES AND WAGES	$97,733.00	$7,133.28	$7,133.28	7.30%	$90,599.72
10-4030-501000	INS SOCIAL SECURITY	$7,800.00	$530.78	$530.78	6.80%	$7,269.22
10-4030-501100	INS HEALTH	$16,863.00	$1,418.00	$1,418.00	8.41%	$15,445.00
10-4030-501150	INS.-LIFE	$472.00	$41.37	$41.37	8.76%	$430.63
10-4030-501200	INS.-RETIREMENT PLAN	$32,600.00	$3,000.66	$3,000.66	9.20%	$29,599.34
10-4030-501225	VRS-VLDP	$700.00	$57.18	$57.18	8.17%	$642.82
10-4030-501250	INS WORKMENS COMPENSATION	$500.00	$0.00	$0.00	0.00%	$500.00
10-4030-510250	DUES & MERBERSHIP	$300.00	$19.99	$19.99	6.66%	$280.01
10-4030-510350	OFFICE SUPPLIES	$250.00	$0.00	$0.00	0.00%	$250.00
10-4030-510550	TRAINING EXPENSE	$1,000.00	$0.00	$0.00	0.00%	$1,000.00
10-4030-511100	SUPPLIES & MATERIALS	$200.00	$0.00	$0.00	0.00%	$200.00
10-4030-519000	MISCELLANEOUS	$500.00	$0.00	$0.00	0.00%	$500.00
Total Dept.4030	**HUMAN RESOURCES**	**$158,918.00**	**$12,201.26**	**$12,201.26**	**7.68%**	**$146,716.74**
Department 4040	**FINANCE OFFICE**					
10-4040-500000	SALARIES AND WAGES	$439,589.00	$41,753.39	$41,753.39	9.50%	$397,835.61
10-4040-501000	INS SOCIAL SECURITY	$33,700.00	$3,080.75	$3,080.75	9.14%	$30,619.25
10-4040-501100	INS HEALTH	$106,221.00	$9,795.00	$9,795.00	9.22%	$96,426.00
10-4040-501150	INS.-LIFE	$2,405.00	$161.72	$161.72	6.72%	$2,243.28
10-4040-501200	INS.-RETIREMENT PLAN	$146,000.00	$16,913.81	$16,913.81	11.58%	$129,086.19
10-4040-501225	VRS-VLDP	$2,100.00	$225.51	$225.51	10.74%	$1,874.49
10-4040-501250	INS WORKMENS COMPENSATION	$500.00	$0.00	$0.00	0.00%	$500.00
10-4040-501300	INS GEN LIABILITY/BLDG	$12,000.00	$0.00	$0.00	0.00%	$12,000.00
10-4040-510000	CASH OVER & SHORT	$0.00	($354.38)	($354.38)	0.00%	$354.38
10-4040-510100	AUDITING & LEGAL	$10,000.00	$0.00	$0.00	0.00%	$10,000.00
10-4040-510125	CIGARETTE STAMPS	$7,500.00	$0.00	$0.00	0.00%	$7,500.00
10-4040-510150	PRINTING & BINDING	$1,500.00	$0.00	$0.00	0.00%	$1,500.00
10-4040-510200	TAX FORMS	$1,500.00	$0.00	$0.00	0.00%	$1,500.00
10-4040-510250	DUES & MERBERSHIP	$7,500.00	$48.53	$48.53	0.65%	$7,451.47
10-4040-510300	ADVERTISING	$1,000.00	($100.00)	($100.00)	-10.00%	$1,100.00
10-4040-510350	OFFICE SUPPLIES	$9,200.00	$0.00	$0.00	0.00%	$9,200.00
10-4040-510400	POSTAGE	$9,000.00	$256.10	$256.10	2.85%	$8,743.90
10-4040-510425	CARD PROCESSING CHGS/ACH FEES/BANK ANALYSIS	$15,500.00	$1,043.14	$1,043.14	6.73%	$14,456.86
10-4040-510450	TELEPHONE/INTERNET/COMM	$5,500.00	$930.19	$930.19	16.91%	$4,569.81
10-4040-510500	UNIFORMS	$500.00	$286.54	$286.54	57.31%	$213.46
10-4040-510550	TRAINING EXPENSE	$1,000.00	$0.00	$0.00	0.00%	$1,000.00

10-4040-510600	EQUIPMENT MAINTENANCE	$5,500.00	$98.47	$98.47	1.79%	$5,401.53
10-4040-510700	VEHICLE MAINT-INSIDE	$750.00	$143.84	$143.84	19.18%	$606.16
10-4040-510800	MOTOR FUEL & LUBRICATION	$0.00	$157.97	$157.97	0.00%	($157.97)
10-4040-510900	EQUIPMENT	$1,700.00	$0.00	$0.00	0.00%	$1,700.00
10-4040-511000	BUILDING REPAIRS/ADDITION	$3,000.00	$600.00	$600.00	20.00%	$2,400.00
10-4040-511050	GROUNDS & FACILITIES	$1,000.00	$0.00	$0.00	0.00%	$1,000.00
10-4040-511100	SUPPLIES & MATERIALS	$4,500.00	$44.80	$44.80	1.00%	$4,455.20
10-4040-511150	CLEANING SUPPLIES	$5,000.00	$477.34	$477.34	9.55%	$4,522.66
10-4040-519000	MISCELLANEOUS	$5,500.00	$2,502.40	$2,502.40	45.50%	$2,997.60
10-4040-525100	BUS TRANSIT	$7,200.00	$600.00	$600.00	8.33%	$6,600.00
Total Dept.4040	**FINANCE OFFICE**	**$846,365.00**	**$78,665.12**	**$78,665.12**	**9.29%**	**$767,699.88**
Department 4050	**NON-DEPARTMENTAL**					
10-4050-500250	EMPLOYEE APPRECIATION	$3,000.00	$0.00	$0.00	0.00%	$3,000.00
10-4050-501150	INS.-LIFE	$1,150.00	$92.88	$92.88	8.08%	$1,057.12
10-4050-501250	INS WORKMENS COMPENSATION	$0.00	$74,366.00	$74,366.00	0.00%	($74,366.00)
10-4050-511200	ELECTRICITY	$115,000.00	$7,190.51	$7,190.51	6.25%	$107,809.49
10-4050-511250	WATER	$9,500.00	$1,056.71	$1,056.71	11.12%	$8,443.29
10-4050-511300	SEWER	$10,500.00	$1,206.26	$1,206.26	11.49%	$9,293.74
10-4050-511350	GARBAGE	$6,500.00	$530.69	$530.69	8.16%	$5,969.31
10-4050-525150	DOWNTOWN ACTIVITY	$0.00	$16,213.88	$16,213.88	0.00%	($16,213.88)
10-4050-525155	LIBRARY	$1,000.00	$0.00	$0.00	0.00%	$1,000.00
10-4050-525160	COAL MINERS MEM	$700.00	$0.00	$0.00	0.00%	$700.00
10-4050-525170	Chamber/Cart Bldg.	$2,000.00	$0.00	$0.00	0.00%	$2,000.00
10-4050-525175	FARMERS MARKET	$750.00	$0.00	$0.00	0.00%	$750.00
10-4050-525300	VET/CENT/HIST	$1,000.00	$0.00	$0.00	0.00%	$1,000.00
10-4050-525325	SECTION HOUSE	$26,500.00	$0.00	$0.00	0.00%	$26,500.00
Total Dept.4050	**NON-DEPARTMENTAL**	**$177,600.00**	**$100,656.93**	**$100,656.93**	**56.68%**	**$76,943.07**
Department 4060	**IT DEPARTMENT**					
10-4060-500000	SALARIES AND WAGES	$25,000.00	$1,668.94	$1,668.94	6.68%	$23,331.06
10-4060-501000	INS SOCIAL SECURITY	$3,400.00	$127.67	$127.67	3.76%	$3,272.33
10-4060-501250	INS WORKMENS COMPENSATION	$26.00	$0.00	$0.00	0.00%	$26.00
10-4060-510625	IT SERVICE/MAINTENANCE	$62,500.00	$11,841.98	$11,841.98	18.95%	$50,658.02
10-4060-510900	EQUIPMENT	$5,000.00	$0.00	$0.00	0.00%	$5,000.00
10-4060-519000	MISCELLANEOUS	$500.00	$0.00	$0.00	0.00%	$500.00
10-4060-550300	CONTRACT LABOR	$21,000.00	$1,750.00	$1,750.00	8.33%	$19,250.00
Total Dept.4060	**IT DEPARTMENT**	**$117,426.00**	**$15,388.59**	**$15,388.59**	**13.10%**	**$102,037.41**
Department 4110	**POLICE GRANTS**					
10-4110-524200	DMV	$0.00	$4,656.62	$4,656.62	0.00%	($4,656.62)
10-4110-524250	OTHER GRANTS	$17,849.00	$8,139.10	$8,139.10	45.60%	$9,709.90
10-4110-524300	PSB PROGRAM GRANT	$0.00	$5,392.76	$5,392.76	0.00%	($5,392.76)
10-4110-524350	CAPITAL GRANTS	$56,054.00	$59,555.49	$59,555.49	106.25%	($3,501.49)
Total Dept.4110	**POLICE GRANTS**	**$73,903.00**	**$77,743.97**	**$77,743.97**	**105.20%**	**($3,840.97)**
Department 4130	**TZ CO NARCOTICS TASK FORCE**					
10-4130-501050	INS.-FRINGE BENEFITS	$10,600.00	$710.00	$710.00	6.70%	$9,890.00
10-4130-510125	PROFESSIONAL SERVICES	$425.00	$0.00	$0.00	0.00%	$425.00
10-4130-510350	OFFICE SUPPLIES	$1,500.00	$0.00	$0.00	0.00%	$1,500.00
10-4130-510450	TELEPHONE/INTERNET/COMM	$6,500.00	$670.67	$670.67	10.32%	$5,829.33
10-4130-510750	VEHICLE MAINT-OUTISDE	$5,000.00	$89.47	$89.47	1.79%	$4,910.53
10-4130-510900	EQUIPMENT	$4,000.00	$0.00	$0.00	0.00%	$4,000.00
10-4130-519000	MISCELLANEOUS	$36,766.00	$385.45	$385.45	1.05%	$36,380.55

10-4130-530075	HIDTA GRANT PURCHASES	$14,500.00	$755.70	$755.70	5.21%	$13,744.30
Total Dept.4130	**TZ CO NARCOTICS TASK FORCE**	**$79,291.00**	**$2,611.29**	**$2,611.29**	**3.29%**	**$76,679.71**
Department 4140	**POLICE DEPARTMENT**					
10-4140-500000	SALARIES AND WAGES	$1,103,333.00	$67,485.35	$67,485.35	6.12%	$1,035,847.65
10-4140-500150	OVERTIME	$98,000.00	$7,033.18	$7,033.18	7.18%	$90,966.82
10-4140-501000	INS SOCIAL SECURITY	$81,421.00	$6,314.02	$6,314.02	7.75%	$75,106.98
10-4140-501100	INS HEALTH	$157,295.00	$14,942.00	$14,942.00	9.50%	$142,353.00
10-4140-501150	INS.-LIFE	$4,857.00	$345.54	$345.54	7.11%	$4,511.46
10-4140-501200	INS.-RETIREMENT PLAN	$406,000.00	$28,797.13	$28,797.13	7.09%	$377,202.87
10-4140-501225	VRS-VLDP	$800.00	$56.52	$56.52	7.07%	$743.48
10-4140-501250	INS WORKMENS COMPENSATION	$40,000.00	$0.00	$0.00	0.00%	$40,000.00
10-4140-501300	INS GEN LIABILITY/BLDG	$3,500.00	$0.00	$0.00	0.00%	$3,500.00
10-4140-501350	INS AUTO	$10,000.00	$0.00	$0.00	0.00%	$10,000.00
10-4140-510150	PRINTING & BINDING	$3,500.00	$0.00	$0.00	0.00%	$3,500.00
10-4140-510250	DUES & MERBERSHIP	$11,500.00	$7,990.37	$7,990.37	69.48%	$3,509.63
10-4140-510350	OFFICE SUPPLIES	$2,500.00	$26.17	$26.17	1.05%	$2,473.83
10-4140-510400	POSTAGE	$600.00	$1,080.74	$1,080.74	180.12%	($480.74)
10-4140-510450	TELEPHONE/INTERNET/COMM	$13,000.00	$1,242.83	$1,242.83	9.56%	$11,757.17
10-4140-510500	UNIFORMS	$17,000.00	$360.00	$360.00	2.12%	$16,640.00
10-4140-510550	TRAINING EXPENSE	$31,000.00	$1,939.95	$1,939.95	6.26%	$29,060.05
10-4140-510600	EQUIPMENT MAINTENANCE	$26,000.00	$470.16	$470.16	1.81%	$25,529.84
10-4140-510650	TWO-WAY RADIO MAINTENANCE	$1,000.00	$0.00	$0.00	0.00%	$1,000.00
10-4140-510700	VEHICLE MAINT-INSIDE	$3,000.00	$13.92	$13.92	0.46%	$2,986.08
10-4140-510750	VEHICLE MAINT-OUTISDE	$25,000.00	$2,031.18	$2,031.18	8.12%	$22,968.82
10-4140-510800	MOTOR FUEL & LUBRICATION	$60,000.00	$3,938.15	$3,938.15	6.56%	$56,061.85
10-4140-510900	EQUIPMENT	$70,000.00	$13,850.19	$13,850.19	19.79%	$56,149.81
10-4140-511000	BUILDING REPAIRS/ADDITION	$6,500.00	$227.12	$227.12	3.49%	$6,272.88
10-4140-511100	SUPPLIES & MATERIALS	$7,500.00	$0.00	$0.00	0.00%	$7,500.00
10-4140-511150	CLEANING SUPPLIES	$1,500.00	$0.00	$0.00	0.00%	$1,500.00
10-4140-519000	MISCELLANEOUS	$7,500.00	$0.00	$0.00	0.00%	$7,500.00
10-4140-531000	INSURANCE-LAW ENFORCEMENT	$8,500.00	$0.00	$0.00	0.00%	$8,500.00
10-4140-531025	LINE OF DUTY PAYMENTS	$25,000.00	$16,240.00	$16,240.00	64.96%	$8,760.00
10-4140-531050	COURT COST	$3,000.00	$351.08	$351.08	11.70%	$2,648.92
10-4140-531100	EXTRADITION & TRAVEL	$750.00	$0.00	$0.00	0.00%	$750.00
10-4140-531200	TASK FORCE DONATION	$7,000.00	$7,000.00	$7,000.00	100.00%	$0.00
10-4140-531250	VETERINARIAN SERVICES	$5,000.00	$0.00	$0.00	0.00%	$5,000.00
10-4140-531300	REGIONAL JAIL	$300.00	$0.00	$0.00	0.00%	$300.00
10-4140-531350	SPECIAL PROJECTS	$12,000.00	$177.67	$177.67	1.48%	$11,822.33
Total Dept.4140	**POLICE DEPARTMENT**	**$2,253,856.00**	**$181,913.27**	**$181,913.27**	**8.07%**	**$2,071,942.73**
Department 4150	**FIRE DEPARTMENT**					
10-4150-500000	SALARIES AND WAGES	$69,604.00	$13,494.74	$13,494.74	19.39%	$56,109.26
10-4150-500150	OVERTIME	$85,000.00	$0.00	$0.00	0.00%	$85,000.00
10-4150-501000	INS SOCIAL SECURITY	$7,825.00	$1,026.04	$1,026.04	13.11%	$6,798.96
10-4150-501100	INS HEALTH	$14,400.00	$709.00	$709.00	4.92%	$13,691.00
10-4150-501150	INS.- LIFE	$210.00	$21.15	$21.15	10.07%	$188.85
10-4150-501200	INS.-RETIREMENT PLAN	$5,600.00	$1,456.13	$1,456.13	26.00%	$4,143.87
10-4150-501225	VRS-VLDP	$0.00	$27.75	$27.75	0.00%	($27.75)
10-4150-501250	INS WORKMENS COMPENSATION	$5,200.00	$0.00	$0.00	0.00%	$5,200.00
10-4150-501300	INS GEN LIABILITY/BLDG	$2,100.00	$0.00	$0.00	0.00%	$2,100.00
10-4150-501350	INS AUTO	$5,500.00	$0.00	$0.00	0.00%	$5,500.00
10-4150-510450	TELEPHONE/INTERNET/COMM	$5,500.00	$998.13	$998.13	18.15%	$4,501.87
10-4150-510500	UNIFORMS	$2,000.00	$0.00	$0.00	0.00%	$2,000.00

10-4150-510550	TRAINING EXPENSE	$1,500.00	$0.00	$0.00	0.00%	$1,500.00
10-4150-510600	EQUIPMENT MAINTENANCE	$1,000.00	$0.00	$0.00	0.00%	$1,000.00
10-4150-510650	TWO-WAY RADIO MAINTENANCE	$1,500.00	$0.00	$0.00	0.00%	$1,500.00
10-4150-510700	VEHICLE MAINT-INSIDE	$3,000.00	$266.52	$266.52	8.88%	$2,733.48
10-4150-510750	VEHICLE MAINT-OUTISDE	$10,000.00	$0.00	$0.00	0.00%	$10,000.00
10-4150-510800	MOTOR FUEL & LUBRICATION	$6,000.00	$578.43	$578.43	9.64%	$5,421.57
10-4150-510825	RETIREMENT OF DEBT	$65,000.00	$0.00	$0.00	0.00%	$65,000.00
10-4150-510900	EQUIPMENT	$8,000.00	$33,688.40	$33,688.40	421.11%	($25,688.40)
10-4150-510925	RADIO EQUIPMENT	$1,500.00	$0.00	$0.00	0.00%	$1,500.00
10-4150-511000	BUILDING REPAIRS/ADDITION	$2,000.00	$0.00	$0.00	0.00%	$2,000.00
10-4150-511100	SUPPLIES & MATERIALS	$6,000.00	$445.05	$445.05	7.42%	$5,554.95
10-4150-511200	ELECTRICITY	$0.00	$67.13	$67.13	0.00%	($67.13)
10-4150-519000	MISCELLANEOUS	$1,000.00	$0.00	$0.00	0.00%	$1,000.00
10-4150-531025	LINE OF DUTY PAYMENTS	$11,000.00	$16,240.00	$16,240.00	147.64%	($5,240.00)
10-4150-531350	SPECIAL PROJECTS	$1,500.00	$0.00	$0.00	0.00%	$1,500.00
10-4150-532000	INSURANCE-FIRE CALLS	$2,311.00	$4,955.00	$4,955.00	214.41%	($2,644.00)
10-4150-532025	FIRE PREV/SAFETY PRG	$3,000.00	$0.00	$0.00	0.00%	$3,000.00
10-4150-532050	REGULATORY REQUIREMENTS	$10,000.00	$0.00	$0.00	0.00%	$10,000.00
10-4150-580800	INTEREST EXPENSE	$15,508.00	$0.00	$0.00	0.00%	$15,508.00
Total Dept.4150	**FIRE DEPARTMENT**	**$352,758.00**	**$73,973.47**	**$73,973.47**	**20.97%**	**$278,784.53**
Department 4160	**RESCUE DEPARTMENT**					
10-4160-500000	SALARIES AND WAGES	$332,863.00	$35,590.37	$35,590.37	10.69%	$297,272.63
10-4160-500150	OVERTIME	$158,856.00	$0.00	$0.00	0.00%	$158,856.00
10-4160-501000	INS SOCIAL SECURITY	$35,483.00	$2,572.95	$2,572.95	7.25%	$32,910.05
10-4160-501100	INS HEALTH	$113,615.00	$2,959.00	$2,959.00	2.60%	$110,656.00
10-4160-501150	INS.-LIFE	$1,481.00	$111.91	$111.91	7.56%	$1,369.09
10-4160-501200	INS.-RETIREMENT PLAN	$78,000.00	$7,127.90	$7,127.90	9.14%	$70,872.10
10-4160-501225	VRS-VLDP	$250.00	$18.86	$18.86	7.54%	$231.14
10-4160-501250	INS WORKMENS COMPENSATION	$17,500.00	$0.00	$0.00	0.00%	$17,500.00
10-4160-501300	INS GEN LIABILITY/BLDG	$1,100.00	$0.00	$0.00	0.00%	$1,100.00
10-4160-501350	INS AUTO	$3,000.00	$0.00	$0.00	0.00%	$3,000.00
10-4160-510250	DUES/MERBERSHIP/SUBSCRIPTIONS	$5,500.00	$747.57	$747.57	13.59%	$4,752.43
10-4160-510350	OFFICE SUPPLIES	$2,000.00	$0.00	$0.00	0.00%	$2,000.00
10-4160-510450	TELEPHONE/INTERNET/COMM	$3,500.00	$858.17	$858.17	24.52%	$2,641.83
10-4160-510500	UNIFORMS	$3,300.00	$1,216.00	$1,216.00	36.85%	$2,084.00
10-4160-510550	TRAINING EXPENSE	$2,000.00	$0.00	$0.00	0.00%	$2,000.00
10-4160-510600	EQUIPMENT MAINTENANCE	$4,500.00	$0.00	$0.00	0.00%	$4,500.00
10-4160-510650	TWO-WAY RADIO MAINTENANCE	$1,000.00	$0.00	$0.00	0.00%	$1,000.00
10-4160-510700	VEHICLE MAINT-INSIDE	$2,000.00	$6.96	$6.96	0.35%	$1,993.04
10-4160-510750	VEHICLE MAINT-OUTISDE	$29,000.00	$103.98	$103.98	0.36%	$28,896.02
10-4160-510800	MOTOR FUEL & LUBRICATION	$23,000.00	$1,455.13	$1,455.13	6.33%	$21,544.87
10-4160-510900	EQUIPMENT	$30,000.00	$0.00	$0.00	0.00%	$30,000.00
10-4160-511000	BUILDING REPAIRS/ADDITION	$2,000.00	$50.00	$50.00	2.50%	$1,950.00
10-4160-511100	SUPPLIES & MATERIALS	$5,500.00	$0.00	$0.00	0.00%	$5,500.00
10-4160-511150	CLEANING SUPPLIES	$1,000.00	$0.00	$0.00	0.00%	$1,000.00
10-4160-511175	MEDICAL SUPPLIES	$33,500.00	$0.00	$0.00	0.00%	$33,500.00
10-4160-511180	MEDICAL SUPPLIES PHARMACEUTICAL	$6,000.00	$0.00	$0.00	0.00%	$6,000.00
10-4160-511200	ELECTRICITY	$0.00	$67.12	$67.12	0.00%	($67.12)
10-4160-519000	MISCELLANEOUS	$1,500.00	$0.00	$0.00	0.00%	$1,500.00
10-4160-531025	LINE OF DUTY PAYMENTS	$22,000.00	$13,195.00	$13,195.00	59.98%	$8,805.00
10-4160-531350	SPECIAL PROJECTS	$3,500.00	$123.91	$123.91	3.54%	$3,376.09
10-4160-532100	BILLING SERVICES/COLLECTIONS	$45,000.00	$3,525.97	$3,525.97	7.84%	$41,474.03
10-4160-532125	BAD DEBT COLLECTION FEE	$1,500.00	$0.00	$0.00	0.00%	$1,500.00

10-4160-561000	HEATING OIL/FUEL	$2,500.00	$0.00	$0.00	0.00%	$2,500.00	
Total Dept.4160	**RESCUE DEPARTMENT**	**$971,948.00**	**$69,730.80**	**$69,730.80**	**7.17%**	**$902,217.20**	
Department 4210	**STREET DEPARTMENT**						
10-4210-500000	SALARIES AND WAGES	$653,706.00	$49,074.88	$49,074.88	7.51%	$604,631.12	
10-4210-501000	INS SOCIAL SECURITY	$50,025.00	$3,571.93	$3,571.93	7.14%	$46,453.07	
10-4210-501100	INS HEALTH	$192,529.00	$18,173.00	$18,173.00	9.44%	$174,356.00	
10-4210-501150	INS.-LIFE	$4,217.00	$303.23	$303.23	7.19%	$3,913.77	
10-4210-501200	INS.-RETIREMENT PLAN	$159,300.00	$19,407.45	$19,407.45	12.18%	$139,892.55	
10-4210-501225	VRS-VLDP	$3,000.00	$234.35	$234.35	7.81%	$2,765.65	
10-4210-501250	INS WORKMENS COMPENSATION	$24,000.00	$0.00	$0.00	0.00%	$24,000.00	
10-4210-501300	INS GEN LIABILITY/BLDG	$4,500.00	$0.00	$0.00	0.00%	$4,500.00	
10-4210-501350	INS AUTO	$7,400.00	$0.00	$0.00	0.00%	$7,400.00	
10-4210-510250	DUES/MERBERSHIP/SOFTWARE LICENSE FEES	$1,000.00	$68.55	$68.55	6.86%	$931.45	
10-4210-510450	TELEPHONE/INTERNET/COMM	$3,300.00	$652.95	$652.95	19.79%	$2,647.05	
10-4210-510500	UNIFORMS	$20,500.00	$1,595.86	$1,595.86	7.78%	$18,904.14	
10-4210-510550	TRAINING EXPENSE	$8,000.00	$0.00	$0.00	0.00%	$8,000.00	
10-4210-510700	VEHICLE MAINT-INSIDE	$20,000.00	$1,511.62	$1,511.62	7.56%	$18,488.38	
10-4210-510750	VEHICLE MAINT-OUTISDE	$12,000.00	$876.18	$876.18	7.30%	$11,123.82	
10-4210-510800	MOTOR FUEL & LUBRICATION	$35,000.00	$3,513.64	$3,513.64	10.04%	$31,486.36	
10-4210-510900	EQUIPMENT	$5,000.00	$0.00	$0.00	0.00%	$5,000.00	
10-4210-511000	BUILDING REPAIRS/ADDITION	$1,000.00	$0.00	$0.00	0.00%	$1,000.00	
10-4210-511100	SUPPLIES & MATERIALS	$19,600.00	$497.81	$497.81	2.54%	$19,102.19	
10-4210-511200	ELECTRICITY	$15,000.00	$808.35	$808.35	5.39%	$14,191.65	
10-4210-511250	WATER	$500.00	$36.62	$36.62	7.32%	$463.38	
10-4210-511300	SEWER	$800.00	$59.02	$59.02	7.38%	$740.98	
10-4210-511350	GARBAGE	$300.00	$22.15	$22.15	7.38%	$277.85	
10-4210-511400	ENGINEERING	$3,000.00	$0.00	$0.00	0.00%	$3,000.00	
10-4210-511450	LEASE PROP & RIGHT OF WAY	$1,000.00	$0.00	$0.00	0.00%	$1,000.00	
10-4210-511500	TRAFFIC SAFETY	$50,000.00	$221.90	$221.90	0.44%	$49,778.10	
10-4210-519000	MISCELLANEOUS	$0.00	$2,700.00	$2,700.00	0.00%	($2,700.00)	
10-4210-540000	STORM DRAINAGE	$5,000.00	$0.00	$0.00	0.00%	$5,000.00	
10-4210-540050	ST, BRIDGES, SIDEWALK MAINT	$100,000.00	$150.72	$150.72	0.15%	$99,849.28	
10-4210-540100	SNOW & ICE REMOVAL	$40,000.00	$0.00	$0.00	0.00%	$40,000.00	
10-4210-540250	VDOT REIMBURSED EXPENSES	$24,000.00	$80,765.37	$80,765.37	336.52%	($56,765.37)	Includes Clatterbuck pavement markings of $76,375 that was completed in June. We would like to propose a budget amendment.
10-4210-570250	HAND TOOLS & EQUIPMENT	$7,500.00	$215.93	$215.93	2.88%	$7,284.07	
Total Dept.4210	**STREET DEPARTMENT**	**$1,471,177.00**	**$184,461.51**	**$184,461.51**	**12.54%**	**$1,286,715.49**	
Department 4240	**SANITATION DEPARTMENT**						
10-4240-500000	SALARIES AND WAGES	$171,611.00	$17,938.09	$17,938.09	10.45%	$153,672.91	
10-4240-500150	OVERTIME	$40,000.00	$0.00	$0.00	0.00%	$40,000.00	
10-4240-501000	INS SOCIAL SECURITY	$12,747.00	$1,321.65	$1,321.65	10.37%	$11,425.35	
10-4240-501100	INS HEALTH	$54,850.00	$3,337.00	$3,337.00	6.08%	$51,513.00	
10-4240-501150	INS.-LIFE	$1,506.00	$71.94	$71.94	4.78%	$1,434.06	
10-4240-501200	INS.-RETIREMENT PLAN	$119,894.00	$6,944.23	$6,944.23	5.79%	$112,949.77	
10-4240-501225	VRS-VLDP	$1,265.00	$102.27	$102.27	8.08%	$1,162.73	
10-4240-501250	INS WORKMENS COMPENSATION	$14,200.00	$0.00	$0.00	0.00%	$14,200.00	
10-4240-501350	INS AUTO	$3,300.00	$0.00	$0.00	0.00%	$3,300.00	
10-4240-510500	UNIFORMS	$5,200.00	$444.37	$444.37	8.55%	$4,755.63	
10-4240-510550	TRAINING EXPENSE	$1,000.00	$0.00	$0.00	0.00%	$1,000.00	

10-4240-510700	VEHICLE MAINT-INSIDE	$25,000.00	$98.65	$98.65	0.39%	$24,901.35
10-4240-510750	VEHICLE MAINT-OUTISDE	$45,000.00	$0.00	$0.00	0.00%	$45,000.00
10-4240-510800	MOTOR FUEL & LUBRICATION	$20,000.00	$2,537.91	$2,537.91	12.69%	$17,462.09
10-4240-510825	RETIREMENT OF DEBT	$77,619.00	$0.00	$0.00	0.00%	$77,619.00
10-4240-510900	EQUIPMENT	$1,500.00	$0.00	$0.00	0.00%	$1,500.00
10-4240-511100	SUPPLIES & MATERIALS	$6,000.00	$273.52	$273.52	4.56%	$5,726.48
10-4240-519000	MISCELLANEOUS	$5,000.00	$160.00	$160.00	3.20%	$4,840.00
10-4240-541000	GARBAGE CONTAINERS	$23,500.00	$0.00	$0.00	0.00%	$23,500.00
Total Dept.4240	**SANITATION DEPARTMENT**	**$629,192.00**	**$33,229.63**	**$33,229.63**	**5.28%**	**$595,962.37**
Department 4290	**RECREATION DEPARTMENT**					
10-4290-500000	SALARIES AND WAGES	$150,552.00	$18,373.48	$18,373.48	12.20%	$132,178.52
10-4290-501000	INS SOCIAL SECURITY	$11,516.00	$1,391.36	$1,391.36	12.08%	$10,124.64
10-4290-501100	INS HEALTH	$14,454.00	$1,418.00	$1,418.00	9.81%	$13,036.00
10-4290-501150	INS.-LIFE	$453.00	$57.34	$57.34	12.66%	$395.66
10-4290-501200	INS.-RETIREMENT PLAN	$27,500.00	$3,886.31	$3,886.31	14.13%	$23,613.69
10-4290-501225	VRS-VLDP	$500.00	$50.32	$50.32	10.06%	$449.68
10-4290-501250	INS WORKMENS COMPENSATION	$2,200.00	$0.00	$0.00	0.00%	$2,200.00
10-4290-501300	INS GEN LIABILITY/BLDG	$4,200.00	$0.00	$0.00	0.00%	$4,200.00
10-4290-510350	OFFICE SUPPLIES	$300.00	$0.00	$0.00	0.00%	$300.00
10-4290-510450	TELEPHONE/INTERNET/COMM	$3,300.00	$793.80	$793.80	24.05%	$2,506.20
10-4290-510600	EQUIPMENT MAINTENANCE	$3,350.00	$0.00	$0.00	0.00%	$3,350.00
10-4290-510700	VEHICLE MAINT-INSIDE	$0.00	$6.96	$6.96	0.00%	($6.96)
10-4290-511000	BUILDING REPAIRS/ADDITION	$2,500.00	($72.49)	($72.49)	-2.90%	$2,572.49
10-4290-511100	SUPPLIES & MATERIALS	$7,000.00	($1,178.36)	($1,178.36)	-16.83%	$8,178.36
10-4290-519000	MISCELLANEOUS	$3,500.00	$998.42	$998.42	28.53%	$2,501.58
10-4290-550025	SPORTS EXPENSES	$500.00	$0.00	$0.00	0.00%	$500.00
10-4290-550050	SWIMMING POOL SUPPLIES	$6,500.00	$0.00	$0.00	0.00%	$6,500.00
10-4290-550150	PARK MAINTENANCE	$10,000.00	$0.00	$0.00	0.00%	$10,000.00
10-4290-550200	CONCESSION STAND EXP	$14,000.00	$749.00	$749.00	5.35%	$13,251.00
Total Dept.4290	**RECREATION DEPARTMENT**	**$262,325.00**	**$26,474.14**	**$26,474.14**	**10.09%**	**$235,850.86**
Department 5402	**5402**					
10-5402-640000	**VEHICLES, BOATS, ETC.**	**$24,000.00**	**$0.00**	**$0.00**	0.00%	$24,000.00
Total Dept.5402	**5402**	**$24,000.00**	**$0.00**	**$0.00**	**0.00%**	**$24,000.00**
Department 5406	**IT DEPARTMENT**					
10-5406-620000	IT COMPUTER EQUIPMENT	$20,000.00	$0.00	$0.00	0.00%	$20,000.00
Total Dept.5406	**IT DEPARTMENT**	**$20,000.00**	**$0.00**	**$0.00**	**0.00%**	**$20,000.00**
Department 5415	**CAPITAL-FIRE**					
10-5415-630000	MACHINERY AND EQUPMENT	$57,000.00	$0.00	$0.00	0.00%	$57,000.00
Total Dept.5415	**CAPITAL-FIRE**	**$57,000.00**	**$0.00**	**$0.00**	**0.00%**	**$57,000.00**
Department 5416	**CAPITAL-RESCUE**					
10-5416-640000	VEHICLES, BOATS, ETC.	$62,000.00	$0.00	$0.00	0.00%	$62,000.00
Total Dept.5416	**CAPITAL-RESCUE**	**$62,000.00**	**$0.00**	**$0.00**	**0.00%**	**$62,000.00**
Department 5421	**CAPITAL-STREET**					
10-5421-630000	MACHINERY AND EQUPMENT	$0.00	$20,131.36	$20,131.36	0.00%	($20,131.36)
10-5421-650000	INFRASTRUCTURE, DEPR.	$400,000.00	$50,125.00	$50,125.00	12.53%	$349,875.00
Total Dept.5421	**CAPITAL-STREET**	**$400,000.00**	**$70,256.36**	**$70,256.36**	**17.56%**	**$329,743.64**
Department 5424	**CAPITAL-SANITATION**					

10-5424-640000	VEHICLES, BOATS, ETC.	$0.00	$284,587.80	$284,587.80	0.00%	($284,587.80)
Total Dept.5424	**CAPITAL-SANITATION**	**$0.00**	**$284,587.80**	**$284,587.80**	**0.00%**	**($284,587.80)**
Total Fund	**General Fund**	**$8,371,400.00**	**$1,242,674.45**	**$1,242,674.45**	**14.84%**	**$7,128,725.55**

Fund Balance		$4,396,016.81
Total Revenues	$394,020.73	$394,020.73
Less Total Expenditures	$1,242,674.45	$1,242,674.45
Net Income	**($848,653.72)**	**($848,653.72)**
New Fund Balance		$3,547,363.09

Water Fund
Revenues

Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	% Received	Unappropriated Help (Hurt)
20-3701-413300	INTEREST INCOME	$2,700.00	$86.88	$86.88	3.22%	($2,613.12)
20-3701-420050	WATER COLLECTIONS	$1,922,482.00	$428,211.63	$428,211.63	22.27%	($1,494,270.37)
20-3701-420200	PENALTIES	$14,000.00	$1,523.86	$1,523.86	10.88%	($12,476.14)
20-3701-420250	SERVICE CHARGES	$2,600.00	$120.00	$120.00	4.62%	($2,480.00)
20-3701-420300	WATER TAPS	$8,500.00	$0.00	$0.00	0.00%	($8,500.00)
20-3701-430000	MISCELLANEOUS REVENUE	$0.00	$394.00	$394.00	0.00%	$394.00
Total Dept.3701	**REVENUE**	**$1,950,282.00**	**$430,336.37**	**$430,336.37**	**22.07%**	**($1,519,945.63)**
20-3702-413310	INTEREST INCOME-WAT DEBT	$1,400.00	$117.57	$117.57	8.40%	($1,282.43)
20-3702-440000	CEDAR BLUFF WATER COLL	$80,000.00	$7,055.00	$7,055.00	8.82%	($72,945.00)
20-3702-440100	TAZ. PSA WATER COLL	$512,000.00	$42,221.50	$42,221.50	8.25%	($469,778.50)
20-3702-440125	TAZ. PSA WATER UPGRADE COLL	$160,278.00	$0.00	$0.00	0.00%	($160,278.00)
20-3702-440200	CEDAR BLUFF-Wat Debt	$1,000.00	$83.00	$83.00	8.30%	($917.00)
20-3702-440225	CEDAR BLUFF WATER UPGRADE COLL	$61,645.00	$0.00	$0.00	0.00%	($61,645.00)
20-3702-440300	TZ CO PSA-KENTS RIDGE	$2,600.00	$216.50	$216.50	8.33%	($2,383.50)
Total Dept.3702	**REVENUE**	**$818,923.00**	**$49,693.57**	**$49,693.57**	**6.07%**	**($769,229.43)**
Total Fund	**Water Fund**	**$2,769,205.00**	**$480,029.94**	**$480,029.94**	**17.33%**	**($2,289,175.06)**

Water Fund
Expenditures

Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD	% Used	Unappropriated Help (Hurt)
Department 4340	**WATER TREATMENT PLANT**					
20-4340-500000	SALARIES AND WAGES	$396,194.00	$30,273.27	$30,273.27	7.64%	$365,920.73
20-4340-501000	INS SOCIAL SECURITY	$30,352.00	$2,219.96	$2,219.96	7.31%	$28,132.04
20-4340-501100	INS HEALTH	$119,595.00	$11,005.00	$11,005.00	9.20%	$108,590.00
20-4340-501150	INS.-LIFE	$2,098.00	$165.03	$165.03	7.87%	$1,932.97
20-4340-501200	INS.-RETIREMENT PLAN	$132,000.00	$12,637.48	$12,637.48	9.57%	$119,362.52
20-4340-501225	VRS-VLDP	$1,500.00	$129.99	$129.99	8.67%	$1,370.01
20-4340-501250	INS WORKMENS COMPENSATION	$8,800.00	$0.00	$0.00	0.00%	$8,800.00
20-4340-501300	INS GEN LIABILITY/BLDG	$8,100.00	$0.00	$0.00	0.00%	$8,100.00
20-4340-501350	INS AUTO	$1,200.00	$0.00	$0.00	0.00%	$1,200.00
20-4340-510100	AUDITING & LEGAL	$10,000.00	$0.00	$0.00	0.00%	$10,000.00
20-4340-510150	PRINTING & BINDING	$0.00	$1,700.00	$1,700.00	0.00%	($1,700.00)
20-4340-510250	DUES & MERBERSHIP	$3,400.00	$1,194.55	$1,194.55	35.13%	$2,205.45
20-4340-510400	POSTAGE	$4,000.00	$5,004.23	$5,004.23	125.11%	($1,004.23)
20-4340-510450	TELEPHONE/INTERNET/COMM	$3,800.00	$761.91	$761.91	20.05%	$3,038.09
20-4340-510500	UNIFORMS	$6,500.00	$580.44	$580.44	8.93%	$5,919.56

20-4340-510550	TRAINING EXPENSE	$2,400.00	$0.00	$0.00	0.00%	$2,400.00
20-4340-510600	EQUIPMENT MAINTENANCE	$12,000.00	$2,869.90	$2,869.90	23.92%	$9,130.10
20-4340-510625	IT SERVICE/EQ	$1,500.00	$0.00	$0.00	0.00%	$1,500.00
20-4340-510700	VEHICLE MAINT-INSIDE	$200.00	$6.96	$6.96	3.48%	$193.04
20-4340-510800	MOTOR FUEL & LUBRICATION	$4,500.00	$242.65	$242.65	5.39%	$4,257.35
20-4340-510825	RETIREMENT OF DEBT	$703,650.00	$0.00	$0.00	0.00%	$703,650.00
20-4340-510900	EQUIPMENT	$4,000.00	$0.00	$0.00	0.00%	$4,000.00
20-4340-511000	BUILDING REPAIRS/ADDITION	$2,000.00	$60.00	$60.00	3.00%	$1,940.00
20-4340-511100	SUPPLIES & MATERIALS	$6,000.00	$30.44	$30.44	0.51%	$5,969.56
20-4340-511200	ELECTRICITY	$125,000.00	$9,844.79	$9,844.79	7.88%	$115,155.21
20-4340-511250	WATER	$2,000.00	$147.43	$147.43	7.37%	$1,852.57
20-4340-511300	SEWER	$0.00	$1,655.23	$1,655.23	0.00%	($1,655.23)
20-4340-511350	GARBAGE	$500.00	$34.26	$34.26	6.85%	$465.74
20-4340-511400	ENGINEERING	$0.00	$4,800.00	$4,800.00	0.00%	($4,800.00)
20-4340-519000	MISCELLANEOUS	$1,700.00	$36.50	$36.50	2.15%	$1,663.50
20-4340-560000	CHEMICALS-TREATMENT	$133,000.00	$10,378.02	$10,378.02	7.80%	$122,621.98
20-4340-560050	INSTRUMENT CALIBRATION	$1,500.00	$0.00	$0.00	0.00%	$1,500.00
20-4340-560100	HEALTH DEPT ASSESSMENT	$10,500.00	$7,830.00	$7,830.00	74.57%	$2,670.00
20-4340-560150	WATER QUALITY TESTING	$8,000.00	$874.05	$874.05	10.93%	$7,125.95
20-4340-562000	PLANT PARTS	$10,000.00	$0.00	$0.00	0.00%	$10,000.00
20-4340-562050	CHEMICALS / SUPPLIES-LAB	$8,000.00	$330.63	$330.63	4.13%	$7,669.37
20-4340-595100	TRANSFER OUT-ADM EXPENSE (GF)	$231,164.00	$0.00	$0.00	0.00%	$231,164.00
20-4340-595200	TRANSFER OUT-IT EXPENSE (GF)	$12,000.00	$0.00	$0.00	0.00%	$12,000.00
Total Dept.4340	**WATER TREATMENT PLANT**	**$2,007,153.00**	**$104,812.72**	**$104,812.72**	**5.22%**	**$1,902,340.28**
Total Fund	**Water Fund**	**$2,007,153.00**	**$104,812.72**	**$104,812.72**	**5.22%**	**$1,902,340.28**

Fund Balance		$6,131,281.48
Total Revenues	$480,029.94	$480,029.94
Less Total Expenditures	$104,812.72	$104,812.72
Net Income	**$375,217.22**	**$375,217.22**
New Fund Balance		$6,506,498.70

Sewer Fund
Revenues

Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	% Received	Unappropriated Help (Hurt)
30-3701-413300	INTEREST INCOME	$2,300.00	$41.72	$41.72	1.81%	($2,258.28)
30-3701-413800	WWTP-LAB TEST/SEPTIC TRET	$400.00	$0.00	$0.00	0.00%	($400.00)
30-3701-420100	SEWER COLLECTIONS	$1,629,738.00	$124,725.73	$124,725.73	7.65%	($1,505,012.27)
30-3701-420200	PENALTIES	$22,000.00	$2,419.86	$2,419.86	11.00%	($19,580.14)
30-3701-420250	SERVICE CHARGES	$1,600.00	$110.00	$110.00	6.88%	($1,490.00)
Total Dept.3701	**REVENUE**	**$1,656,038.00**	**$127,297.31**	**$127,297.31**	**7.69%**	**($1,528,740.69)**
30-3702-413320	INTEREST INCOME-VRA	$2,600.00	$389.72	$389.72	14.99%	($2,210.28)
30-3702-440400	CEDAR BLUFF SEWER COLL	$91,000.00	$7,541.00	$7,541.00	8.29%	($83,459.00)
30-3702-440425	CEDAR BLUFF SEWER UPGRADE COLL	$84,081.00	$0.00	$0.00	0.00%	($84,081.00)
30-3702-440500	TZ CO PSA SEWER COLL	$243,000.00	$20,266.50	$20,266.50	8.34%	($222,733.50)
30-3702-440525	TAZ. PSA SEWER UPGRADE COLL	$218,611.00	$0.00	$0.00	0.00%	($218,611.00)
Total Dept.3702	**REVENUE**	**$639,292.00**	**$28,197.22**	**$28,197.22**	**4.41%**	**($611,094.78)**
Total Fund	**Sewer Fund**	**$2,295,330.00**	**$155,494.53**	**$155,494.53**	**6.77%**	**($2,139,835.47)**

Sewer Fund
Expenditures

Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD	% Used	Unappropriated Help (Hurt)
Department 4380	**WASTEWATER TREATMENT PLANT**					
30-4380-500000	SALARIES AND WAGES	$418,543.00	$29,731.92	$29,731.92	7.10%	$388,811.08
30-4380-501000	INS SOCIAL SECURITY	$38,200.00	$2,158.18	$2,158.18	5.65%	$36,041.82
30-4380-501100	INS HEALTH	$114,571.00	$9,692.00	$9,692.00	8.46%	$104,879.00
30-4380-501150	INS.-LIFE	$2,206.00	$155.40	$155.40	7.04%	$2,050.60
30-4380-501200	INS.-RETIREMENT PLAN	$132,000.00	$12,285.06	$12,285.06	9.31%	$119,714.94
30-4380-501225	VRS-VLDP	$1,100.00	$89.50	$89.50	8.14%	$1,010.50
30-4380-501250	INS WORKMENS COMPENSATION	$4,200.00	$0.00	$0.00	0.00%	$4,200.00
30-4380-501300	INS GEN LIABILITY/BLDG	$15,500.00	$0.00	$0.00	0.00%	$15,500.00
30-4380-501350	INS AUTO	$2,500.00	$0.00	$0.00	0.00%	$2,500.00
30-4380-510100	AUDITING & LEGAL	$10,000.00	$0.00	$0.00	0.00%	$10,000.00
30-4380-510150	PRINTING & BINDING	$5,800.00	$1,700.00	$1,700.00	29.31%	$4,100.00
30-4380-510250	DUES & MERBERSHIP	$900.00	$8.55	$8.55	0.95%	$891.45
30-4380-510400	POSTAGE	$3,800.00	$920.26	$920.26	24.22%	$2,879.74
30-4380-510450	TELEPHONE/INTERNET/COMM	$3,500.00	$791.72	$791.72	22.62%	$2,708.28
30-4380-510500	UNIFORMS	$6,200.00	$409.00	$409.00	6.60%	$5,791.00
30-4380-510550	TRAINING EXPENSE	$1,600.00	$0.00	$0.00	0.00%	$1,600.00
30-4380-510600	EQUIPMENT MAINTENANCE	$13,600.00	$2,869.90	$2,869.90	21.10%	$10,730.10
30-4380-510625	IT SERVICE/EQ	$1,100.00	$0.00	$0.00	0.00%	$1,100.00
30-4380-510700	VEHICLE MAINT-INSIDE	$2,800.00	$19.59	$19.59	0.70%	$2,780.41
30-4380-510750	VEHICLE MAINT-OUTISDE	$3,800.00	$0.00	$0.00	0.00%	$3,800.00
30-4380-510800	MOTOR FUEL & LUBRICATION	$4,600.00	$270.17	$270.17	5.87%	$4,329.83
30-4380-510825	RETIREMENT OF DEBT	$885,658.00	$0.00	$0.00	0.00%	$885,658.00
30-4380-510850	OFFICE FURN & FIXTURES	$800.00	$0.00	$0.00	0.00%	$800.00
30-4380-510900	EQUIPMENT	$5,100.00	$79.92	$79.92	1.57%	$5,020.08
30-4380-511000	BUILDING REPAIRS/ADDITION	$4,300.00	$0.00	$0.00	0.00%	$4,300.00
30-4380-511100	SUPPLIES & MATERIALS	$7,900.00	$68.08	$68.08	0.86%	$7,831.92
30-4380-511150	CLEANING SUPPLIES	$2,800.00	$0.00	$0.00	0.00%	$2,800.00
30-4380-511200	ELECTRICITY	$160,000.00	$13,142.06	$13,142.06	8.21%	$146,857.94
30-4380-511250	WATER	$4,800.00	$434.48	$434.48	9.05%	$4,365.52
30-4380-511300	SEWER	$5,900.00	$535.35	$535.35	9.07%	$5,364.65
30-4380-511350	GARBAGE	$800.00	$66.46	$66.46	8.31%	$733.54
30-4380-511400	ENGINEERING	$0.00	$4,800.00	$4,800.00	0.00%	($4,800.00)
30-4380-519000	MISCELLANEOUS	$1,000.00	$162.50	$162.50	16.25%	$837.50
30-4380-561000	HEATING OIL/FUEL	$30,000.00	$1,262.03	$1,262.03	4.21%	$28,737.97
30-4380-561100	PERMIT FEES	$18,700.00	$0.00	$0.00	0.00%	$18,700.00
30-4380-561150	WATER-LIFT STATION	$1,000.00	$45.37	$45.37	4.54%	$954.63
30-4380-561200	ELECTRICITY-LIFT STATION	$22,000.00	$2,130.96	$2,130.96	9.69%	$19,869.04
30-4380-561250	OUTSIDE LAB TESTING	$7,100.00	$0.00	$0.00	0.00%	$7,100.00
30-4380-561300	PLANT METERING & INSTRU.	$2,000.00	$0.00	$0.00	0.00%	$2,000.00
30-4380-561350	OUTSIDE SLUDGE HAULING	$17,000.00	$1,660.30	$1,660.30	9.77%	$15,339.70
30-4380-562000	PLANT PARTS	$29,000.00	$650.00	$650.00	2.24%	$28,350.00
30-4380-562050	CHEMICALS / SUPPLIES-LAB	$43,000.00	$879.59	$879.59	2.05%	$42,120.41
30-4380-595100	TRANSFER OUT-ADM EXPENSE (GF)	$161,164.00	$0.00	$0.00	0.00%	$161,164.00
30-4380-595200	TRANSFER OUT-IT EXPENSE (GF)	$13,000.00	$0.00	$0.00	0.00%	$13,000.00
Total Dept.4380	**WASTEWATER TREATMENT PLANT**	**$2,209,542.00**	**$87,018.35**	**$87,018.35**	**3.94%**	**$2,122,523.65**
Total Fund	**Sewer Fund**	**$2,209,542.00**	**$87,018.35**	**$87,018.35**	**3.94%**	**$2,122,523.65**
		Fund Balance		$7,672,821.20		
		Total Revenues	$155,494.53	$155,494.53		
		Less Total Expenditures	$87,018.35	$87,018.35		

Net Income	**$68,476.18**	**$68,476.18**
New Fund Balance		$7,741,297.38

Water/Sewer Line Maintenance Fund
Expenditures

Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD	% Used	Unappropriated Help (Hurt)
Department 4360	**WATER/SEWER LINE MAINT**					
40-4360-500000	SALARIES AND WAGES	$300,480.00	$22,378.09	$22,378.09	7.45%	$278,101.91
40-4360-501000	INS SOCIAL SECURITY	$33,849.00	$1,640.12	$1,640.12	4.85%	$32,208.88
40-4360-501100	INS HEALTH	$86,255.00	$9,085.00	$9,085.00	10.53%	$77,170.00
40-4360-501150	INS.-LIFE	$1,324.00	$123.19	$123.19	9.30%	$1,200.81
40-4360-501200	INS.-RETIREMENT PLAN	$89,100.00	$9,561.03	$9,561.03	10.73%	$79,538.97
40-4360-501225	VRS-VLDP	$600.00	$65.42	$65.42	10.90%	$534.58
40-4360-501250	INS WORKMENS COMPENSATION	$7,800.00	$0.00	$0.00	0.00%	$7,800.00
40-4360-501300	INS GEN LIABILITY/BLDG	$1,500.00	$0.00	$0.00	0.00%	$1,500.00
40-4360-501350	INS AUTO	$1,800.00	$0.00	$0.00	0.00%	$1,800.00
40-4360-510450	TELEPHONE/INTERNET/COMM	$2,200.00	$585.95	$585.95	26.63%	$1,614.05
40-4360-510500	UNIFORMS	$6,000.00	$426.83	$426.83	7.11%	$5,573.17
40-4360-510550	TRAINING EXPENSE	$2,500.00	$0.00	$0.00	0.00%	$2,500.00
40-4360-510700	VEHICLE MAINT-INSIDE	$12,500.00	$7,199.21	$7,199.21	57.59%	$5,300.79
40-4360-510750	VEHICLE MAINT-OUTISDE	$3,700.00	$0.00	$0.00	0.00%	$3,700.00
40-4360-510800	MOTOR FUEL & LUBRICATION	$12,000.00	$391.16	$391.16	3.26%	$11,608.84
40-4360-510900	EQUIPMENT	$2,500.00	$0.00	$0.00	0.00%	$2,500.00
40-4360-511000	BUILDING REPAIRS/ADDITION	$1,000.00	$0.00	$0.00	0.00%	$1,000.00
40-4360-511100	SUPPLIES & MATERIALS	$12,000.00	$530.63	$530.63	4.42%	$11,469.37
40-4360-511200	ELECTRICITY	$4,500.00	$210.18	$210.18	4.67%	$4,289.82
40-4360-511250	WATER	$100.00	$8.66	$8.66	8.66%	$91.34
40-4360-511300	SEWER	$150.00	$11.84	$11.84	7.89%	$138.16
40-4360-511350	GARBAGE	$250.00	$22.15	$22.15	8.86%	$227.85
40-4360-511400	ENGINEERING	$10,000.00	$0.00	$0.00	0.00%	$10,000.00
40-4360-511450	LEASE PROP & RIGHT OF WAY	$13,500.00	$0.00	$0.00	0.00%	$13,500.00
40-4360-511550	METERS & RELATED EQ	$30,000.00	$3,360.72	$3,360.72	11.20%	$26,639.28
40-4360-511600	MISS UTILITY SERVICE FEES	$150.00	$8.35	$8.35	5.57%	$141.65
40-4360-519000	MISCELLANEOUS	$3,000.00	$2,343.10	$2,343.10	78.10%	$656.90
40-4360-560000	CHEMICALS-TREATMENT	$2,500.00	$0.00	$0.00	0.00%	$2,500.00
40-4360-563050	CORR OF I/I SEWER LINE	$2,000.00	$0.00	$0.00	0.00%	$2,000.00
40-4360-563125	MAINS, LINES & VALVE MAINT	$12,500.00	$0.00	$0.00	0.00%	$12,500.00
40-4360-563150	GRAVEL/STONE	$5,000.00	$0.00	$0.00	0.00%	$5,000.00
40-4360-563175	FIRE HYD/LINES	$1,000.00	$0.00	$0.00	0.00%	$1,000.00
40-4360-563225	BIRMINGHAM LIFT STATION	$3,100.00	$31.79	$31.79	1.03%	$3,068.21
40-4360-570200	HAND TOOLS & EQUIPMENT	$1,800.00	$0.00	$0.00	0.00%	$1,800.00
40-4360-595200	TRANSFER OUT-IT EXPENSE (GF)	$50,000.00	$0.00	$0.00	0.00%	$50,000.00
Total Dept.4360	**WATER/SEWER LINE MAINT**	**$716,658.00**	**$57,983.42**	**$57,983.42**	**8.09%**	**$658,674.58**
Total Fund	**Water/Sewer Line Maintenance Fund**	**$716,658.00**	**$57,983.42**	**$57,983.42**	**8.09%**	**$658,674.58**

Fund Balance		($3,620,166.58)
Total Revenues	$0.00	$0.00
Less Total Expenditures	$57,983.42	$57,983.42
Net Income	($57,983.42)	($57,983.42)
New Fund Balance		($3,678,150.00)

Electric Fund

Revenues

Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	% Received	Unappropriated Help (Hurt)
50-3701-412100	UTILITY POLE PERMITS	$12,000.00	$125.00	$125.00	1.04%	($11,875.00)
50-3701-413300	INTEREST INCOME	$23,000.00	$1,156.93	$1,156.93	5.03%	($21,843.07)
50-3701-413700	CONTRACT WORK-ELECTRIC	$11,000.00	$91.25	$91.25	0.83%	($10,908.75)
50-3701-420000	ELECTRICAL COLLECTIONS	$8,090,189.00	$635,663.03	$635,663.03	7.86%	($7,454,525.97)
50-3701-420200	PENALTIES	$90,000.00	$7,679.75	$7,679.75	8.53%	($82,320.25)
50-3701-420250	SERVICE CHARGES	$2,000.00	$250.00	$250.00	12.50%	($1,750.00)
50-3701-420600	POWER COST ADJUSTMENT	$475,000.00	$120,187.66	$120,187.66	25.30%	($354,812.34)
50-3701-430000	MISCELLANEOUS REVENUE	$1,153,628.00	$0.00	$0.00	0.00%	($1,153,628.00)
Total Dept.3701	**REVENUE**	**$9,856,817.00**	**$765,153.62**	**$765,153.62**	**7.76%**	**($9,091,663.38)**
Total Fund	**Electric Fund**	**$9,856,817.00**	**$765,153.62**	**$765,153.62**	**7.76%**	**($9,091,663.38)**

Electric Fund
Expenditures

Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD	% Used	Unappropriated Help (Hurt)
Department 4400	**ELECTRICAL DEPARTMENT**					
50-4400-500000	SALARIES AND WAGES	$250,942.00	$20,749.74	$20,749.74	8.27%	$230,192.26
50-4400-501000	INS SOCIAL SECURITY	$19,200.00	$1,508.57	$1,508.57	7.86%	$17,691.43
50-4400-501100	INS HEALTH	$68,938.00	$5,860.00	$5,860.00	8.50%	$63,078.00
50-4400-501150	INS.-LIFE	$1,324.00	$95.45	$95.45	7.21%	$1,228.55
50-4400-501200	INS.-RETIREMENT PLAN	$87,000.00	$7,969.71	$7,969.71	9.16%	$79,030.29
50-4400-501225	VRS-VLDP	$500.00	$40.10	$40.10	8.02%	$459.90
50-4400-501250	INS WORKMENS COMPENSATION	$2,200.00	$0.00	$0.00	0.00%	$2,200.00
50-4400-501300	INS GEN LIABILITY/BLDG	$7,100.00	$0.00	$0.00	0.00%	$7,100.00
50-4400-501350	INS AUTO	$4,300.00	$0.00	$0.00	0.00%	$4,300.00
50-4400-510100	AUDITING & LEGAL	$25,000.00	$5,643.39	$5,643.39	22.57%	$19,356.61
50-4400-510150	PRINTING & BINDING	$5,700.00	$1,700.00	$1,700.00	29.82%	$4,000.00
50-4400-510250	DUES & MERBERSHIP	$17,200.00	$1,127.55	$1,127.55	6.56%	$16,072.45
50-4400-510350	OFFICE SUPPLIES	$500.00	$0.00	$0.00	0.00%	$500.00
50-4400-510400	POSTAGE	$4,000.00	$920.25	$920.25	23.01%	$3,079.75
50-4400-510450	TELEPHONE/INTERNET/COMM	$2,500.00	$585.54	$585.54	23.42%	$1,914.46
50-4400-510500	UNIFORMS	$5,000.00	$451.51	$451.51	9.03%	$4,548.49
50-4400-510550	TRAINING EXPENSE	$1,500.00	$0.00	$0.00	0.00%	$1,500.00
50-4400-510600	EQUIPMENT MAINTENANCE	$10,000.00	$2,869.90	$2,869.90	28.70%	$7,130.10
50-4400-510625	IT SERVICE/EQ	$1,100.00	$0.00	$0.00	0.00%	$1,100.00
50-4400-510700	VEHICLE MAINT-INSIDE	$2,500.00	$556.48	$556.48	22.26%	$1,943.52
50-4400-510750	VEHICLE MAINT-OUTISDE	$7,500.00	$2,223.78	$2,223.78	29.65%	$5,276.22
50-4400-510800	MOTOR FUEL & LUBRICATION	$15,000.00	$935.27	$935.27	6.24%	$14,064.73
50-4400-510825	RETIREMENT OF DEBT	$534,000.00	$0.00	$0.00	0.00%	$534,000.00
50-4400-510900	EQUIPMENT	$4,000.00	$0.00	$0.00	0.00%	$4,000.00
50-4400-511000	BUILDING REPAIRS/ADDITION	$500.00	$0.00	$0.00	0.00%	$500.00
50-4400-511100	SUPPLIES & MATERIALS	$15,000.00	$49.59	$49.59	0.33%	$14,950.41
50-4400-511150	CLEANING SUPPLIES	$750.00	$0.00	$0.00	0.00%	$750.00
50-4400-511200	ELECTRICITY	$12,000.00	$549.85	$549.85	4.58%	$11,450.15
50-4400-511250	WATER	$200.00	$6.22	$6.22	3.11%	$193.78
50-4400-511300	SEWER	$200.00	$15.92	$15.92	7.96%	$184.08
50-4400-511350	GARBAGE	$400.00	$22.16	$22.16	5.54%	$377.84
50-4400-511400	ENGINEERING	$31,000.00	$12,685.42	$12,685.42	40.92%	$18,314.58
50-4400-511450	LEASE PROP & RIGHT OF WAY	$13,000.00	$0.00	$0.00	0.00%	$13,000.00
50-4400-511550	METERS & RELATED EQ	$12,000.00	$0.00	$0.00	0.00%	$12,000.00

50-4400-511600	MISS UTILITY SERVICE FEES	$600.00	$16.70	$16.70	2.78%	$583.30
50-4400-519000	MISCELLANEOUS	$1,500.00	$2,125.00	$2,125.00	141.67%	($625.00)
50-4400-570000	POWER PURCHASED	$8,228,000.00	$568,892.63	$568,892.63	6.91%	$7,659,107.37
50-4400-570100	TRANSFORMERS & EQUIP	$10,000.00	$0.00	$0.00	0.00%	$10,000.00
50-4400-570150	SAFETY EQ & SUPPLIES	$2,000.00	$0.00	$0.00	0.00%	$2,000.00
50-4400-570200	HAND TOOLS & EQUIPMENT	$2,000.00	$0.00	$0.00	0.00%	$2,000.00
50-4400-570250	STREET LIGHTING	$11,000.00	$0.00	$0.00	0.00%	$11,000.00
50-4400-570300	UTILITY POLES	$2,000.00	$0.00	$0.00	0.00%	$2,000.00
50-4400-570350	LOW VOLTAGE DISTRIBUTION	$7,500.00	$0.00	$0.00	0.00%	$7,500.00
50-4400-570400	HIGH VOLTAGE DISTRIBUTION	$10,000.00	$0.00	$0.00	0.00%	$10,000.00
50-4400-570450	SUBSTATION EQ.	$4,000.00	$0.00	$0.00	0.00%	$4,000.00
50-4400-570500	SUBSTATION MAINTENANCE	$4,500.00	$0.00	$0.00	0.00%	$4,500.00
50-4400-570550	FIBER OPTIC EQUIP/SUPPLY	$8,000.00	$0.00	$0.00	0.00%	$8,000.00
50-4400-570600	GLOVE/BLANKET TESTING	$4,500.00	$262.20	$262.20	5.83%	$4,237.80
50-4400-570625	GENERATOR O&M	$8,000.00	$0.00	$0.00	0.00%	$8,000.00
50-4400-580800	INTEREST EXPENSE	$0.00	$6,027.40	$6,027.40	0.00%	($6,027.40)
50-4400-595100	TRANSFER OUT-ADM EXPENSE (GF)	$367,164.00	$0.00	$0.00	0.00%	$367,164.00
50-4400-595200	TRANSFER OUT-IT EXPENSE (GF)	$24,000.00	$0.00	$0.00	0.00%	$24,000.00
Total Dept.4400	**ELECTRICAL DEPARTMENT**	**$9,856,818.00**	**$643,890.33**	**$643,890.33**	**6.53%**	**$9,212,927.67**
Department 5440	**CAPITAL-ELECTRIC**					
50-5440-680000	NATURAL GAS GENERATION PROJECT	$0.00	$1,149,500.00	$1,149,500.00	0.00%	($1,149,500.00)
Total Dept.5440	**CAPITAL-ELECTRIC**	**$0.00**	**$1,149,500.00**	**$1,149,500.00**	**0.00%**	**($1,149,500.00)**
Total Fund	**Electric Fund**	**$9,856,818.00**	**$1,793,390.33**	**$1,793,390.33**	**18.19%**	**$8,063,427.67**

Fund Balance		($11,629,979.15)
Total Revenues	$765,153.62	$765,153.62
Less Total Expenditures	$1,793,390.33	$1,793,390.33
Net Income w/Generator	**($1,028,236.71)**	**($1,028,236.71)**
New Fund Balance		($12,658,215.86)
Net Income w/o Generator	**121,263.29**	**121,263.29**

Logics

Town of Richlands
General Ledger Detail Transaction Report
Fiscal Year 2025 - 2026

Account Number	Account Description / AM	Journal Date	Type/Num	Reference		Budget Amount	Debit	Credit	Enc/Liq	Act Exp
10-3704-480000	FUND BALANCE ALLOCATION									
YEAR FORWARD BALANCE										$0.00
To Appropriate Funds for the Purchase of the Maple Lane Property to Construct New Road	1	7/31/2025	BE126186			($50,000.00)	$0.00	$0.00	$0.00	
To Appropriate and Transfer FY 2026 PD Vehicle Budget to FY 2025	1	7/31/2026	BE126185			$110,000.00	$0.00	$0.00	$0.00	
				Mth 1	Total	$60,000.00	$0.00	$0.00	$0.00	$0.00
YTD Total for 10-3704-480000	FUND BALANCE ALLOCATION					$60,000.00	$0.00	$0.00	$0.00	$0.00
Total for Fund 10						$60,000.00	$0.00	$0.00	$0.00	$0.00
Grand Total						$60,000.00	$0.00	$0.00	$0.00	$0.00

Town of Richlands
Reserve Analysis: 2024 -2025
General Fund
As of July 31, 2025

Actual		**Comments**
Reserved Cash Balance	$1,479,827	
Unreserved Cash Balance	**938,735**	**$1.8M decrease from June; this primarily results from timing in the receipt of revenues.**
Less: Adjustments	0	
Total Cash Balance	$2,418,562	
Projected		
Unreserved Cash Balance Rolling 12 Month Low	$938,735	Based on lowest point during August 2024 through July 2025
Less: Adjustments	0	
Less: Projected Operating Revenues	(843,140)	Budgeted revenue of $8,431,397*10%
Surplus (Shortage)	**$95,595**	**$54K decrease from June**

Town of Richlands
Reserve Analysis: 2024 -2025
Water Department
As of July 31, 2025

		Comments
Actual		
Reserved Cash Balance	$1,083,499	
Unreserved Cash Balance	**545,532**	**$16K decrease from June**
Total Cash Balance	$1,629,031	
Projected		
Unreserved Cash Balance Rolling 12 Month Low	$545,532	Based on lowest point during August 2024 through July 2025
Less: Projected Expenses	(484,125)	Budgeted expense of $1,452,376*4 months/12months
Less: Projected Debt Service Payments	(29,065)	Budgeted payments of $87,195*4 months/12months
Surplus (Shortage)	**$32,342**	**$16K decrease from June**

Town of Richlands
Reserve Analysis: 2024 -2025
Sewer Department
As of July 31, 2025

		Comments
Actual		
Reserved Cash Balance	$495,583	
Unreserved Cash Balance	(426,215)	**$22K increase from June**
Less: Adjustments	0	
Total Cash Balance	$69,368	
Projected		
Unreserved Cash Balance Rolling 12 Month Low	($491,006)	Based on lowest point during August 2024 through July 2025
Less: Adjustments	0	
Less: Projected Expenses	(516,341)	Budgeted expense of $1,549,024*4 months/12months
Less: Projected Debt Service Payments	(14,948)	Budgeted payments of $44,844*4 months/12months
Surplus (Shortage)	**($1,022,295)**	**No Change from June**

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

		Comments
Actual		
Reserved Cash Balance	$1,800,123	
Unreserved Cash Balance	(1,022,198)	**$179K decrease from June; this primarily results from timing of activity associated with purchased power, offset by July net income.**
Total Cash Balance	$777,925	
Projected		
Unreserved Cash Balance Rolling 12 Month Low	($1,153,947)	Based on lowest point during August 2024 through July 2025
Less: Projected Expenses	(2,421,333)	Budgeted expense of $7,264,000*4 months/12months
Less: Projected Debt Service Payments	0	Budgeted payments of $0*4 months/12months
Surplus (Shortage)	($3,575,280)	**No Change from June**

2025-2026		
BANK	ACCOUNT	JULY
GENERAL FUND:		
CASH ON HAND		($11,055.18)
TRUPOINT	ASSET-RLDS PD	$7,942.54
TRUIST/BB&T	FIRE PGR.	$9,175.75
FIRST COMMUNITY	INTEREST CK	($1,190,769.30)
	INTEREST SAV	$2,019,522.46
	PAYROLL	$0.00
	POP UP RICHLANDS	$27,402.04
	SAV-GENERAL(DTF)	$201,122.36
1ST SENT.	FIRE DEPT.	$41,935.45
	RESCUE DEPT.	$2,271.00
	STATE ASSET-DTF	$19,100.18
	FED ASSET-RLDS PD	$7,446.66
	FED FORF-DTF	
	C.D. -8000002/1300943	$121,036.54
	SAV-GENERAL (EMPLOYEE FLOWER)	$859.30
	SAV-GENERAL (SECTION HOUSE)	$7,355.94
	SAV-GENERAL (COAL MINERS MEM)	$22,731.38
MCNB	WHITE CHRISTMAS	$20,314.71
VDOT HIGHWAY MAINT FUNDS		$1,112,169.77
TOTAL GENERAL FUND		**$2,418,561.60**
UNDESIGNATED / UNRESERVED - Governmental		**$938,734.52**

2025-2026			
BANK	ACCOUNT	JULY	
WATER DEPARTMENT:			
	CASH ON HAND	($27,393.99)	
TRUPOINT	WATER DEBT	$922,981.24	
LEGACY/CLINCH VAI	C.D. -WATER 67815	$108,469.17	
FIRST COMMUNITY	INTEREST CK	($1,973,857.83)	
	INTEREST SAV	$2,223,289.90	
	PAYROLL	$0.00	
1ST SENT.	KENTS RIDGE PROJ	$16,315.68	
	WATER O & M #9087	$323,493.80	
	C.D. UT 1 - #6014724	$35,733.17	
TOTAL WATER DEPARTMENT		$1,629,031.14	
UNDESIGNATED / UNRESERVED-Water		$545,531.88	
SEWER DEPARTMENT:			
	CASH ON HAND	$4,917.19	
TRUPOINT	VRA BOND	$459,256.99	
FIRST COMMUNITY	INTEREST CK	($1,528,621.99)	
	INTEREST SAV	$606,268.61	
	PAYROLL	$0.00	
Ist Sent.	WWTP O & M #9090	$491,221.05	
	C.D. UT 1 - #6014724	$36,326.00	

2025-2026			
BANK	ACCOUNT	JULY	
TOTAL SEWER DEPARTMENT		$69,367.85	
UNDESIGNATED / UNRESERVED-Sewer		($426,215.14)	
ELECTRIC DEPARTMENT:			
	CASH ON HAND	$33,731.98	
TRUIST/BB&T	UT DEPOSIT	$3,522.53	
FIRST COMMUNITY	INTEREST CK	$3,263,816.44	
	INTEREST SAV	($4,323,268.72)	
	PAYROLL	$0.00	
ST SENT.	C.D. UT -#4724/4732/4740	$281,793.98	
MINIMUM CASH RESI	SAV/CK-GENERAL	1,518,329.00	
TOTAL ELECTRIC DEPARTMENT		$777,925.21	
UNDESIGNATED / UNRESERVED - Electric		-$1,022,197.77	
GRAND TOTAL		$4,894,885.80	
TOTAL UNDESIGNATED / UNRESERVED CASH		$35,853.49	

Town of Richlands
Loan Balances and Maturity Dates
As of July 31, 2025

Description	G/L Account	Lender	Principal	Balance	Payment - Principal & Interest	Payment - Interest	Frequency	Interest Rate	Maturity
Fire Truck	10-0000-280600	First Community Bank	$700,000	$372,205	$79,711		Annual	2.40%	3/13/2030
Kents Ridge Water 1	20-0000-280100	VRA	$2,002,799	$767,740	$33,380		Semi-Annual	0.00%	1/1/2037
Kents Ridge Water 2	20-0000-280150	VRA	$438,037	$175,215	$7,301		Semi-Annual	0.00%	4/1/2037
Birmingham Water	20-0000-280000	VRA	$110,833	$35,000	$2,917		Semi-Annual	0.00%	8/1/2031
Birmingham Sewer	30-0000-280050	VRA	$874,451	$291,484	$22,422		Semi-Annual	0.00%	8/1/2031
Electric Generator	50-0000-280700	First Bank & Trust	$10,000,000	$9,611,990		$119,323	Semi-Annual	Variable - Current 4.6%	9/24/2026
Caterpillar Loader - Capital Lease		Caterpillar Financial Services	$213,743	$200,243	$2,500 - 36 Mo; $4,674 - 24 Mo; $54,562 - 1 Mo		Monthly	4.00%	1/14/2030
Mack Grapple Truck Capital Lease		NCL Government Capital	$227,955	$197,955	$47,619		Annual	6.49%	2/28/2030
Electric Generator	50-0000-280725	Virginia Small Business Financing Authority	$2,000,000	$1,992,264	$13,763		Monthly	5.5%	7/3/2035
Total Outstanding				$13,644,096					

Town of Richlands – Informational Handout for Town Council
Subject: Planned Use and Accounting of Annual VDOT Funds

Prepared for: The Richlands Town Council
Date: 9/23/2025
Prepared by: Ron Holt & Ronnie Campbell

Overview

The Town of Richlands receives **$1.4 million annually** from the **Virginia Department of Transportation (VDOT)**. These funds are designated for the **continuous maintenance and improvement of public roadways** within the town limits.

Following a recent internal review of prior financial and operational practices within the **Streets Department**, significant gaps were identified in the accurate recording and reporting of both expenditures and completed work related to VDOT-funded projects.

Findings from the Financial Review

- There has been a **failure to accurately document approved expenditures** related to VDOT funds in previous years.
- Additionally, the **breadth and scope of work performed on VDOT roadways** was underreported.
- As a result, the Town currently shows a **reported carryover balance of $2 million** in VDOT funds.
- Ongoing reviews have already uncovered **previously unreported roadway maintenance work**, which is expected to **significantly reduce** this carryover balance once fully accounted for.

Corrective Actions and Future Planning

To address the identified issues and improve fiscal transparency and compliance with VDOT requirements, the following steps are being implemented:

1. Accurate Reporting of VDOT Work

- All VDOT-related maintenance activities and expenses will be meticulously documented going forward.
- Public Works staff will receive guidance and oversight to ensure proper time tracking, project logging, and reporting of all VDOT-eligible work.

2. Annual Budget Allocation Strategy

Beginning this fiscal year, the $1.4 million in VDOT funds will be allocated into the following three categories:

Category	Annual Allocation	Description
1. Public Works Salary Reimbursement	**$500,000**	Reimburses the General Fund for approved VDOT-related work performed by Public Works employees. This amount will be treated as **revenue** to offset operating expenses.
2. Biennial Paving Reserve	**$450,000**	Saved annually to fund major paving projects every other year. This ensures sufficient funding for **larger-scale resurfacing and paving needs.**
3. Annual Maintenance	**$450,000** (approx.)	Covers routine maintenance such as **snow removal, pothole repair, street sweeping, material costs,** and other VDOT-eligible activities.

Note: Final annual amounts may vary slightly based on operational needs and ongoing reconciliation of carryover funds.

3. Maintaining VDOT Maintenance Funds in a Standalone Account

- Preventing comingling of funds will drastically reduce the possibility of unapproved expenditures.

Ongoing Review and Transparency

- The Town will continue its **comprehensive review** of past unreported work to adjust the carryover amount accurately.
- Updates on the status of this reconciliation will be **presented to Council quarterly**.
- All future VDOT expenditures will be subject to **enhanced internal controls and audit readiness** to ensure long-term compliance and financial integrity.

Conclusion

The Town of Richlands is committed to **responsible stewardship of VDOT funds**. These corrective measures will ensure that all roadway maintenance activities are fully reported, appropriately funded, and aligned with state guidelines. We appreciate the Council's support as we move forward with these improvements.

August 11, 2025

Ron Holt, Town Manager
Town of Richlands
200 Washington Square
Richlands, VA 24641

Dear Mr. Holt:

My compliments on how the 2-way traffic pattern on Second St. is working out. I had my doubts at first but with the extensive markings and dividers, it's working great. One thing I've noticed is that it took care of the speeders with no extra effort. Nobody is in a hurry and everyone is being extra cautious.....just like they're supposed to be.

If you haven't considered making this traffic plan permanent, now is the time to do so. In fact, while the locals are used to it, it could be extended to Rockbridge Ave and to Railroad Ave. No change is necessary to the cross streets of Fairfax, Tazewell, Floyd, Rockbridge, or Allegheny. At Rockbridge, westbound Second St traffic could maintain the present turns around the Huddle House back onto Front St or across the Brickyard crossing, or west on Front. At Railroad Ave, eastbound traffic would have to turn left or right and appropriate traffic lights would have to be installed. Extending the east half of Second St beyond Railroad Ave would require an additional study and such extension may not even be necessary.

The major traffic relief I see in making these extensions to the current pattern, is that traffic would no longer have to be routed across Farmer St or through the Brooklyn Addition when N&S is doing construction on either crossing. Front St traffic could detour to Second on Fairfax when the Front St crossing is shut down then back to Front St on Railroad Ave. When the Second St crossing is closed, eastbound Second St traffic could be detoured to Front St using Allegheny as they are now. For those desiring to go west on Second from Railroad when the Second St crossing is closed, it will be a little more complicated. Once the Front St bridge construction is completed, make Front St 2-way for the day between Railroad Ave and Fairfax with no right turns onto Allegheny for westbound traffic (too tight). Traffic can use Fairfax to Second to continue west or access the area between the Second St bridge and Railroad Ave as they do now. It's a win/win situation, not just for the drivers, but especially for those in the two residential areas mentioned above. I'm sure they would love this idea. Just ask them.

Please give this idea some consideration.

Sincerely,

Richard D. Welch

Richard D. Welch

1439 Kentucky Ave
Richlands, VA 24641

formerly RPD badge #123