



## **PUBLIC NOTICE**

Public Notice is hereby given that the Richlands Town Council and the Richlands Planning Commission will hold a JOINT PUBLIC HEARING on Tuesday, the 10<sup>th</sup> day of February, 2026, at 5:30 p.m. (or as soon thereafter), in the council chambers at the Richlands Municipal Building located at 200 Washington Square, Richlands, Virginia, for the purpose of taking public comment regarding the proposed conditional use permit (a.k.a., "Special Exception Permit") request located at Tax Map #105A51104 0016-0017 or 1205 Front Street with regards to the proposed purpose of operating a Tattoo Parlor.

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

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

TOWN OF RICHLANDS, VIRGINIA





## **AGENDA**

### **TOWN COUNCIL MEETING**

Richlands Town Hall  
February 10, 2026  
6:00 P.M.

- I. Call Meeting to Order
- II. Invocation
- III. Pledge of Allegiance
- IV. Additions/Deletions to Agenda
- V. Appointment of Clerk
- VI. Authorization to Pay Bills (January)
- VII. Minutes-
  - a. December 9, 2025- Regular Meeting Minutes
- VIII. Scheduled Public Comments (5 Minute Max)
- IX. Unscheduled Public Comments (3 Minute Max)
- X. Agenda Items
  - a. Recommendation of Planning Commission regarding the Proposed Conditional Use Permit for 1204 Front Street
  - b. Quantum Power-Project Update
  - c. McGill Task Order #4-WWTP
  - d. Flood EWP Grant-Match
  - e. Flood Mitigation Position Grant
  - f. Freedom Festival-Fireworks
  - g. Rhudy Keith-Fire Truck Pricing Discussion
  - h. Salt Building
  - i. Motor Grader

- XI. Finance Director Report
  - a. Monthly Financial Report
  - b. PSA/Cedar Bluff FY 2021 – FY 2024 Reconciliations and Reimbursement/Billing
  - c. Budget Amendment
  
- XII. Attorney Report
  
- XIII. Town Manager Report
  - a. General Updates
  
- XIV. Council Members Report
  - a. Laura Mollo
  - b. Jan White
  - c. Jordan Bales
  - d. Rick Wood
  - e. Gary Jackson
  - f. Seth White
  
- XV. Mayor's Comments
  
- XVI. Executive Closed Session
  - VA Code Section 2.2-3711 (A) (1)-Personnel- Discussion of hiring of Frozen/Open Positions:
    - a. Revenue Part Time Position
    - b. Public Works Foreman
    - c. Part Time Rec Position
  
- XVII. Adjourn Meeting

**Next Regular Meeting is March 10, 2026.**

**RESOLUTION**  
**R-2026-02-01**

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

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

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

**WHEREAS**, the previous Clerk resigned her position effective December 31, 2025; and

**WHEREAS**, Amanda Beheler has reconsidered her position as the town clerk and desires to become the official Richlands Town Clerk; and

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

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

The Town of Richlands Town Council

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

Attest:

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

Votes: \_\_\_\_\_ Bales  
\_\_\_\_\_ Jackson  
\_\_\_\_\_ Mollo  
\_\_\_\_\_ J. White  
\_\_\_\_\_ S. White  
\_\_\_\_\_ Wood



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

The Richlands Town Council held a “Regular Monthly Meeting” on Tuesday, December 9, 2025, at 6:00 pm in the Richlands Council Chambers with the following present:

Mayor: Rod. D. Cury  
Town Manager: Ron Holt  
Town Attorney: Mike Thomas  
Finance Manager: Ronnie Campbell  
Project Manager: Absent  
Town Clerk: Amanda Beheler  
Council Members: Seth White, Gary Jackson, Jordan Bales, Jan White, and Laura Mollo.

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

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

The following additions/deletions were made to the agenda:

Mayor Cury asked if there was anyone present that would like to speak under Unscheduled Public Comments, there were none.

Mrs. Mollo requested the following changes be made to the Agenda:

- Add 15 (a) Appointment of Emergency Management Director

Upon on a motion by Jan White, seconded by Gary Jackson and the roll call vote of all members present, with Jordan Bales voting no, the Council voted 4-1 to approve the addition to the agenda.

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

There were no questions regarding the Bills for November.

Upon a motion by Seth White, seconded by Gary Jackson, and the unanimous roll call vote of all members present, the Council voted 5-0 to approve paying the bills for November.

**IN RE: Minutes**

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

- September 23, 2025- Special Called Meeting
- October 14, 2025- Regular Scheduled Minutes

**IN RE: Scheduled Public Comments**

Jared Sanders- Not present.

Karen Patton, 2304 4<sup>th</sup> Street-

- Advised that she was last there in October and is there today to represent the 70 people that have signed the petition wanting the 18 wheelers out of their neighborhood.
- Stated that she spoke to Chief Holt, and he advised there were two options, either pass the code and set the speed limit at 15mph or go out through Tower Street.

Chief Holt advised that they were trying to find a balance and he also spoke to the business owner regarding the issue.

Mr. Jackson asked if this was a daily occurrence, and Mrs. Patton advised it was 3-4 weeks during the summertime when children are out playing.

Mayor Cury asked which intersection do the 18 wheelers not stop at, Mrs. Patton advised it is when they come out of the gravel road at the intersection of Tower Road and 4<sup>th</sup> Street.

Mayor Cury advised Council will consider this and take it under advisement.

**IN RE: Unscheduled Public Comments**

There were no Unscheduled Public Comments.

**IN RE: Recommendation for Planning Commission**

Mr. Jackson advised that the Planning Commission recommends approving the proposed conditional use permit (a.k.a., "Special Exception Permit") request located at Tax Map #123 A 0102A Tract E or 275 Greenfield Drive with regards to the proposed purpose of placing a mobile home for Mr. Rodney Blankenship.

Upon a motion by Gary Jackson, seconded by Jordan Bales, and the unanimous roll call vote of all members present, the Council voted 5-0 to approve the conditional use permit (a.k.a., "Special Exception Permit") request located at Tax Map #123 A 0102A Tract E or 275 Greenfield Drive with regards to the proposed purpose of placing a mobile home for Mr. Rodney Blankenship.

**IN RE:**

**Electrical Committee Update**

Mr. Bales advised that he had requested the Finance Director to provide some of the projected financials in regard to the PCA and this information was provided to him in an e-mail. Mr. Bales asked Mr. Campbell if he would share that information before they made a motion.

Mr. Campbell advised when he reviewed the results for the month of October, he still saw a Net Loss Year to Date on the Electric Department as well as a negative Unreserved Balance. Mr. Campbell advised that if he extends it out for a few more months, they still have about 1.7 million in Quantum payments to make. Mr. Campbell stated with the loan closure those almost fully offset so he won't see a significant change in the Unreserved Balance until they receive the Tobacco Commission Grant.

Mr. Campbell advised that based on those results, his recommendation to the Electrical Committee was to hold off on lowering the PCA at this time.

Mr. White asked what they took in versus what they spent, Mr. Campbell advised they were within \$24k of breaking even. Mr. White advised this was the critical information that they looked at.

Mr. White advised they weren't able to have an Electrical Committee Meeting this month due to weather.

Mr. White also advised that they were hopeful that they would be able to make a reduction in January or February.

Mrs. Mollo asked Mr. Campbell what the \$136k in interest paid was for and if they did not have to pay that, would they be able to lower the PCA.

Mr. Campbell- Inaudible.

Mrs. Mollo asked for clarification on the motion.

Mr. White advised that voting no was going against the Finance Director and the Electrical Committee, if you vote yes you agree with both.

Mr. Jackson asked if there was a timeframe on this, Mr. Bales advised it is evaluated monthly.

Mr. Mollo advised that she will be voting no on this, not because she doesn't trust the recommendation but because they told citizens that in November or December, they would be able to lower it.

Mr. Bales advised that was true and they could lower it right now, but they would have to make up those numbers later, possibly in the Spring and Fall. Mr. Campbell advised that was correct.

Mrs. Mollo stated that Mr. Bales was fair in what he was saying she doesn't disagree with him, she just wished they hadn't told citizens that it would be lowered in November or December, that makes this difficult.

Mr. White advised that it was based on during the first month when the numbers came in good, due to the mild weather.

Mrs. Mollo stated it was also due to the interest payment that they made.

Mr. White advised they have to pay what the power costs and that's how the Council got in trouble before, by not charging what they are paying for the power. Mr. White advised the goal of the Electrical Committee is to reevaluate it every month to make sure when there is an opportunity for them to lower it. Mr. White advised it was an investment in their future.

Upon a motion by Jordan Bales, seconded by Seth White, and the roll call vote of all members present, with Gary Jackson and Laura Mollo voting no, the Council voted 3-2 for the Power Cost Adjustment be adjusted to the level recommended by the Finance Director at no change.

**IN RE: Energy Project Generator**

Mr. Holt advised they had representatives from the Tobacco Commission and AMLAR onsite the past week, and Mr. Campbell represented the Town during that meeting to give them a project update in hopes that they could expedite the drawdown of the \$4 million dollars of grant funding.

Mr. Campbell advised the Tobacco Commission needs more of a timeline and percentage of completion and AMLAR is looking at it more from a dollar perspective where they are to meet the \$2 million dollar construction cost that they are looking for. Mr. Campbell advised this was not a problem because that will be a very small amount of the total construction costs and meeting that milestone.

Mr. Holt advised that they had to back out of the original AMLAR application, due to having to correct some information in it and they also reapplied under the FY25 application because of some of the environmental concerns that they wouldn't have to navigate through.

Mrs. Mollo asked for clarification on "continue on", stating that she has concerns. Mr. White advised that he also attended the meeting with the Tobacco Commission and they needed a specific timeline and Mr. Campbell is working with them on this so they can draw down the funds. Mr. Bales advised that is correct.

Upon a motion by Jordan Bales, seconded by Jan White, and the unanimous roll call vote of all members present, the Council voted 5-0 to direct the Town Manager and the Finance Department to continue working with their partners and get the necessary documentation to them.

**IN RE: Generator Discussion**

Mrs. Mollo advised that she requested this item because she feels like they should have a Generator Discussion every month, so everyone is on the same page regarding what's going on with the project.

Mrs. Mollo stated that she is also going to ask that the Council consider bringing GDS and AMP into the January meeting, because she has a couple of questions.

Mrs. Mollo also stated that the project is moving so quickly, that even as a Council Member she is lost at times, so she cant imagine how citizens are feeling and thinks it would be good to have a month to month conversation about where they are, what's changed, and what's going on, so everyone is on the same page.

Mrs. Mollo advised she has a couple of questions for the Electrical Committee that she had been asked and didn't know how to answer.

Mr. Bales asked if some of these could be put in a Motion for Point of Order so they could discuss.

Mrs. Mollo advised that she was going to bring this up later but stated that she had used her own money to pay for a consultation with Donald Garrett, a professional registered Parliamentarian based in northern Virginia, and had been speaking with him because she had questions about their Order and was confused.

Mrs. Mollo stated that Roberts Rules were very complicated, and she didn't believe that any of them had a good grip on them.

Mrs. Mollo stated that Mr. Garrett advised her that if something was listed on the Agenda and Council had voted to approve the agenda, then it was open for discussion.

Mrs. Mollo asked that the Council consider bringing a professional Parliamentarian in January to give them all a quick start guide to Roberts Rules.

Mr. Bales stated that his main concern is that their meetings get out of hand, and he feels like sticking to the strict rules will help them all move forward.

Mr. Bales stated he did not feel comfortable going with Mr. Garrett since Mrs. Mollo had already reached out to him and he may be biased, but if the Council wants to find another professional, he would be fine with that, and they could take it out of their Town Council line item.

Mr. Bales explained the different versions of Roberts Rules.

Mrs. Mollo asked Mr. Thomas for advice.

Mr. Thomas advised that he agrees with both Mr. Bales and Mrs. Mollo, it does mention having a motion on the floor before you can discuss, however under 49:21 Procedure in Small Boards it does give the ability for informal discussions if it stays on topic of what they are doing. Mr.

Thomas stated that since it's a Town Council, they could have informal discussions, it would just need to stay on track.

Mrs. Mollo stated that everyone up there at some point has said something they shouldn't have said while tensions were high, but she believes they all are committed to fair, rational, and civil conversation and she has full faith in Mayor Cury to handle it if anything were to go sideways.

Mrs. Mollo asked to continue the meeting the way that they always have and to find a professional parliamentarian.

Mr. Bales asked Mr. Thomas if the Chair needs to rule on how they will continue the meeting. Mr. Thomas advised that it would be appropriate.

Mayor Cury thanked both Mr. Bales and Mrs. Mollo for their points and advised that he wants to make every effort as the Mayor to conduct meetings in the most proper way possible.

Mayor Cury stated with great respect to both "Public Projects deserve Public Discussion".

Mayor Cury asked Mrs. Mollo what she would like to discuss regarding the Generator.

Mrs. Mollo advised she has the following questions: 1. Monthly Cost of Operation, 2. Timeline/Savings, 3. Life Expectancy, and 4. Consider GDS & AMP Conversation.

Mayor Cury stated he would allow those questions but would like for it to be contained to just those questions.

Mr. Bales asked Mayor Cury for clarification on his ruling, were they going with small or more stringent rules. Mayor Cury advised small.

Mr. Holt advised they will have Quantum at the January Meeting, and they may be able to answer some of those questions.

Mr. Bales appealed the decision of the Chair.

Mr. Thomas suggested that Mrs. Mollo make a motion to bring those questions to the January Meeting and to invite GDS and AMP to the January Meeting.

Mayor Cury asked what the protocol is for Mr. Bales appeal to his decision. Mr. Thomas advised he was unsure.

Mr. Bales stated that it was Mayor Cury's ruling was to go with informal, and he thinks they should go with the formal, so it immediately goes to a roll call vote.

Mr. Bales stated he was fine to discuss these; he just doesn't want it to get out of hand.

Mrs. Mollo advised that she was fine with Roberts Rules but stated that they had already gone through twelve items on the agenda and haven't done this with any other item, advised that if Council votes to go with the strict rules, they have already broken those rules eleven times and will have a hard time getting through the rest of the agenda.

Mr. Thomas advised there needs to be a second, Mr. White advised he would second the motion for discussion.

Mr. White stated that Mrs. Mollo brought these questions to the meeting, not before, and some of the questions can be easily answered but some they may not be able to.

Mr. White advised he would caution that before they invite Blueridge and GDS, there would be a cost associated with it, and he would not vote on it until he knew what those charges would be.

Mr. Bales stated that he is fine discussing the items on the agenda, he just wants to abide by Roberts' Rules.

Mrs. Mollo advised she also wants to abide by the rules but wanted to point out that they did not have a motion on Invocation, Pledge, etc., it was only when the Generator Discussion came up and urged the Council to please allow the discussion, even if they didn't know the answers.

Mrs. Mollo stated that this is the third meeting that when they have come to the Generator Discussion, this comes up, and it does feel odd to her that it only comes up for this.

Mrs. Mollo advised that their agenda is incorrect based on Roberts' Rules of Order, it should include times and the Council Member Reports should be first.

Mrs. Mollo asked that they go with the relaxed version of Roberts Rules.

Mr. White advised that he would like to go with Mayor Curys recommendation of the relaxed version.

Mr. White stated that this is continuing to turn into a witch hunt over something that it is not, it is nothing to do with the Generator Discussion, it is about the conduct of the Council.

Mr. Bales stated that he doesn't care what they discuss on the agenda, but he is getting bothered by the accusations and has had it with going out into the public and being stalked by people saying they will have their popcorn ready to watch the Council Meetings.

Mr. Bales advised he was not going to be made a mockery of because they don't want to follow the rules.

Mrs. Mollo agreed with Mr. Whites compromise, stating that is very fair and if anyone were to get out of hand they would be forced to go with stricter rules, but doesn't think anyone will do that.

Upon a motion by Jordan Bales, seconded by Seth White, and the roll call vote of all members present, with Seth White, Gary Jackson, Jan White and Laura Mollo voting no, the Council voted 1-4 to appeal Mayor Cury's decision to go with the Small Council Version of Roberts Rules- Motion Failed.

Mayor Cury advised that each topic that Mrs. Mollo presented will be allowed to have a five-minute discussion.

Mr. Holt advised that as far as the Cost for Operation, they do not know that information yet, because they haven't decided if they are going with an Economic Dispatch or a 90% run rate, this will be something they know more about in January when Quantum comes and when they have more conversations with GDS and Blueridge.

Mr. Holt also advised that due to the fact of not knowing how they will operate the Generator, they don't know when they will start to see savings, it will depend upon the timeline.

Mr. Holt stated that the Life Expectancy will also be dependent on the run rate, and he thinks they will have more information at the next meeting.

Mayor Cury asked Mrs. Mollo if that satisfies her questions.

Mrs. Mollo stated it did and that "We don't know yet" is still an answer and that satisfies what she's asking.

Mrs. Mollo asked that the Council inquire about the cost of having GDS and AMP in attendance at the next meeting.

Mr. Holt advised that they have entered into contracts for the maintenance of the Generator and as long as you re-up those contracts the life expectancy will be until you stopped entering into those contracts.

Mrs. Mollo inquired about how long the contracts are for and what are the costs of them.

Mr. White advised they are based on five years and when the project was first proposed they all voted on wanting the better maintenance package. Mr. White explained that the costs are already built in.

Mr. White advised they will own their own transmission lines; therefore, they will be paying zero in transmission fees.

Mr. White stated that they just learned that the new independent study is broken down into

Mr. White advised that the new independent study is broken down by 24 hours a day and 365 days a year, if they are allowed to dispatch on their existing purchase contracts, this project will get better, and they are hoping to have better figures in January.

Mr. White stated they got positive comments from the Tobacco Commission and AMLAR.

Mrs. Mollo asked Mr. White if his statement of generating power at less than five cents per kilowatt factors in the loan payment. Mr. White advised that yes it does, it was built into the pro formas from the very beginning.

Mr. Holt advised he will reach out to GDS and AMP to determine the costs to have them at the January meeting and will e-mail that information out to the Council for them to come to a consensus.

**IN RE: Repeal ATV Ordinance O-2026-01-01 (First Presentment)**

Mayor Cury read Ordinance O-2026-01-01.

Mr. Thomas advised this will be considered as the First Presentment of O-2026-01-01.

**IN RE: Food Truck Ordinance O-2026-01-02 (First Presentment)**

Mayor Cury read Ordinance O-2026-01-02.

Mr. Thomas advised that the Food Truck Ordinance was originally adopted in 2019 and was never given a Code Number or Incorporated into Richlands Town Code, it was a stand-alone Ordinance. Mr. Thomas stated that he gave it a Code Number and made the amendment to include "30 calendar days" at Councils request.

Mr. Thomas advised this will be considered as the First Presentment of O-2026-01-02.

**IN RE: Monthly Financial Report**

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

- General Fund- Year to Date Net Income Loss is -\$1,045,748
- Water- Year to Date Net Income Loss is -\$612,764
- Sewer- Year to Date Net Income Loss is \$107,819
- Water and Sewer Line Maintenance Year to Date Net Income Loss \$490,735
- Electric w/o Generator Year to Date Net Income Loss -\$117,715
- General Fund- Reserved Cash Balance \$1,496,839
- General Fund- Unreserved Cash Balance \$726,325
- Water Department Reserved Cash Balance \$1,098,240
- Water Department Unreserved Cash Balance \$533,504
- Sewer Department Reserved Cash Balance \$497,262
- Sewer Department Unreserved Cash Balance -\$423,825
- Electric Department Reserved Cash Balance \$1,802,036
- Electric Department Unreserved Cash Balance -\$1,741,434

Mr. white asked Mr. Campbell if they are still looking into what's available for them where they are holding large fund balances in non-interest bearing accounts. Mr. Campbell advised they are. Mr. Campbell also advised that he has a new draft Financial Policy, and if the Council is comfortable with it, he will start putting out RFP's.

**IN RE: Budget Amendment**

Mr. Campbell advised the purpose of the amendment is to appropriate funds to the Public Works Street Department operating expense account and the Fund Balance Allocation revenue account (unrestricted funds) in the amount of \$76,375 for the Town of Richlands' Clatterbuck pavement markings budgeted in a different fiscal year.

Mrs. Mollo inquired that since it was going from one budget year to the next if it was going to require an amendment to the Budget Ordinance and if it will have an impact on the audit. Mr. Campbell advised he won't be able to post on in June 2025 because they have closed that year, but it corrects the presentation for FY 2026 and when looking at both years together, everything would net to zero.

Mr. Bales asked Mr. Campbell what the mathematical and accounting benefit of doing this was. Mr. Campbell advised it is balancing the expenses and the revenues between the two years, when the budget actuals were posted, it was purely presentation, the net impact is zero.

Upon a motion by Seth White, seconded by Jan White and the roll call vote of all members present, with Laura Mollo voting no, the Council voted 4-1 to approve this Budget Amendment.

**IN RE: Draft Financial Investment Policies**

Mr. Campbell advised that he had finished the Draft Financial Investment Policies to include comments from the last time he had presented it to Council. Mr. Campbell advised that Davenport had comments that he incorporated as well.

Mr. Campbell asked the Council to review the Draft Financial Policies and bring back any comments or recommendations to the January meeting.

Mayor Cury declared a ten minute recess.

**IN RE: Attorney Report**

**Cedar Bluff Transfer Station Update-** Mr. Thomas advised that he reached out to Eric Young regarding this, and he advised him that they have broken up their RFP into two different ones and are hoping to alleviate some of the costs and issues that they had previously.

Mr. Thomas advised those RFP will be returned in January and will keep the Council updated.

**IN RE: Town Manager Report**

Mr. Holt advised of the following:

**Christmas Events-** Mr. Holt thanked staff for helping with all the Christmas events.

**Santas Hot Pursuit 5k-** was well attended, no accidents, and over 30 runners. Thanked staff and Charity Hurst for their help.

**Snow Removal-** advised this was the first time the Town had ever been criticized for doing too much, staff has done a good job keeping the snow off the roads and keeping them safe.

**Financial Policies-** thanked Mr. Campbell for all his hard work on the Financial Policies.

**IN RE: Council Member Reports**

Laura Mollo-

- **Clerk-** Thanked Mr. Beheler for her work as the Town Clerk and stated that she had done an incredible job keeping them organized and that her minutes are the best that she had seen since she began reading them in 2008. Mrs. Mollo stated that Mrs. Beheler had been an asset to them.
- **Town Manager-** Stated that she hated seeing Mr. Holt go from his role as Town Manager at the Town Hall, advised that they have agreed and disagreed, but she has a lot of respect for him, and she is thankful that he is staying as the Towns Police Chief. Mrs. Mollo stated that the Police Department has been operating great since he became the Police Chief and is grateful that he is staying there.
- **VDOT Public Hearing-** Advised that VDOT is having a Public Hearing next week about turning the Town's roads into one lane and asked how did it get to the point of a Public Hearing.

Mr. Holt advised those were submitted some time ago and there were only certain roads that could potentially go one way. Mr. Holt stated it was part of Project Pipeline and VDOT wanted the public's input from it. Mr. Holt advised the Towns Director of Public Works and Billy Shelton will be attending the Public Hearing.

Mrs. Mollo advised they had pictures and diagrams of it and asked if the Town was obligated to it. Mr. Holt advised the Town was not obligated and could pick any element out of it that they want. Mr. Holt advised they would have to vote on it when it is time.

Mr. Holt advised he would e-mail the Council the details of the VDOT meeting.

- **Utility Meters-** Asked if they had a problem with the utility meters- Mr. Holt advised he would have someone check the system.
- **Parliamentarian-** Stated that she would like Council to consider putting out an RFP for a Parliamentarian. Mr. Thomas advised that he believes Richlands has recently become a member of the VA Institute of Government, and they potentially may have someone there that can do this for the Council.

Council gave consensus for Mr. Holt to contact UVA regarding

Jan White-

- **Front Street Bridge Update-** Asked for an update on the Front Street Bridge. Mr. Holt advised it looks promising as far as the timeline and as long as they don't encounter any other issues the next couple of months look promising.

Jordan Bales-

- **Real Estate Tax Tickets-** Advised he has had several people tell him they haven't received their Real Estate tax bills yet, and he advised them to call Town Hall. Mr. Bales stated that from his analysis almost all of them were out of town owners and would like the Town to do a cause analysis to
- **Guardrails-** Asked if Mr. Holt had an update regarding guardrails. Mr. Holt stated that Mr. Shepherd went to look at it and had some ideas, should be contacting him about it shortly.
- **HVAC at the REC Park-** Asked if someone could check the HVAC systems at the REC Park, stated that one of the units was very low and had been 56 the last few times he was there, advised it could be the change in the weather but needs to be checked in case it gets worse.
- **Christmas Tree Lighting-** stated that it was a great event, and everyone did an awesome job.
- **Snow Removal-** stated the snow removal crew was very proactive and he was a big fan of it, the roads looked good.

Rick Wood- Absent.

Gary Jackson- No comments.

Seth White-

- **Tree Trimming-** thanked Chief Holt and the Street Department for trimming the trees on the corner of Plantation Drive.
- **Cumberland Plateau Planning District Commission's Christmas Dinner/Meeting-** advised that he attended as a citizen member and not as a representative of the Town Council, advised that it was a great meeting and a lot of people are excited about their project.

**IN RE: Mayor Comments**

Mayor Cury-

- **Christmas Tree Lighting-** advised that it was a great event and he left with the Christmas Spirit. Thanked the Richlands High School Band, the Richlands High School and Middle School Choir, and especially the Town Crew for all that they done.

- **Snow Removal-** Advised he was thankful for the Street Department and their snow removal.
- **Town Manager and Clerk-** Thanked Mrs. Beheler for her work as Clerk and Mr. Holts as Town Manager.
- **Christmas-** Wished everyone a Merry Christmas.

**IN RE: Executive Session**

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

- VA Code Section 2.2-3711(A)(1) Personnel-
- Town Manager
  - Appointment for Emergency Management Director
  - Interim Town Manager

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

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

Upon a motion by Gary Jackson, seconded by Jan White and the unanimous roll call vote of all members present, the Council certified that only the following VA Code Sections were discussed during the Executive Session.

- VA Code Section 2.2-3711(A)(1) Personnel-
- Town Manager
  - Appointment for Emergency Management Director
  - Interim Town Manager

**IN RE: Adjournment**

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

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

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



## TASK ORDER NO. 4

This **TASK ORDER NO. 4** dated the \_\_\_\_, day of \_\_\_\_\_ 2026, is a supplement to the **MASTER SERVICES AGREEMENT** between the Town of Richlands, Virginia, hereinafter referred to as the "TOWN" and McGill Associates, P.A., hereinafter referred to as "ENGINEER", dated November 13, 2024. The purpose of this Task Order is to authorize the ENGINEER to provide services for the Task Order entitled: Wastewater Treatment Plant Upgrades Construction Phase Services.

### **PROJECT DESCRIPTION:**

The project can generally be described as: On July 1, 2025, McGill Associates, on behalf of the Town of Richlands, submitted to the Virginia Department of Environmental Quality (VDEQ) an amendment to a Preliminary Engineering Report (PER) that had been originally submitted to VDEQ in July 2019 by another engineering firm. The amendment to the PER reduced the scope of the original wastewater treatment plant (WWTP) project to meet available funding limits. VDEQ has approved the scope change drawings and contract documents and The Town wishes to engage with the Engineer for services related to the Construction Phase of the project including the below scope of services.

### **CONSTRUCTION PHASE SERVICES:**

The McGill team will perform the following tasks:

1. Coordinate and lead an onsite Pre-Construction meeting with the selected contractor and Town representatives at the wastewater treatment plant (WWTP).

2. Perform weekly observation visits to the construction site during the established contract period.
  - a. Inspect completed and ongoing construction.
  - b. Document progress through photos and weekly inspection reports.
  - c. Provide instruction to contractor where construction does not meet specifications.
  - d. Provide regular communication with Town representatives as to project progress.
3. Lead monthly onsite Progress Meetings with the contractor and Town representatives where construction progress will be reviewed and construction schedules will be updated.
4. Review shop drawings submitted by the contractor to ensure conformance with specifications and contract documents.
5. Coordinate proposed Change Orders between contractor and Town.
6. Answer RFIs submitted during the construction process.
7. Receive, review and approve monthly payment applications, including supporting documentation.
8. Perform Substantial and Final Completion inspections and develop punch lists.
9. Perform final Warranty Inspection. Coordinate with contractor to repair or replace any equipment that does not pass inspection.
10. Complete closeout paperwork.

## **ASSUMPTIONS**

1. The Construction Administration phase of the contract is a 330-day period which time period begins on the day of execution of the Notice to Proceed. It is assumed that all construction, inspections and punch lists will be satisfactorily completed within that time period. If construction is not completed within that time period, continued construction administration services will be billed at regular hourly rates based on the attached rate schedule.
2. It is assumed that the design of the construction project contains no deficiencies. If deficiencies in design are discovered during the construction period, engineering design services required to correct such deficiencies shall be billed at regular hourly rates based on the attached rate schedule.

## **BASIS OF COMPENSATION**

McGill Associates proposes providing the above services for the following lump sum fee:  
\$ 520,000.00

This lump sum fee is based on the above scope of work and does not include work outside of the listed scope. The above scope and proposal represent the full understanding between the Town of Richlands and McGill Associates, PA. Except as otherwise provided herein, this Task Order supersedes all prior written or oral understanding of the parties and may only be changed by a written amendment executed by both parties.

**AUTHORIZATION TO PROCEED**

**IN WITNESS WHEREOF AND AS AUTHORIZATION TO PROCEED** the parties execute below this Task Order No. 4:

EXECUTED this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

**McGill Associates, P.A.**

\_\_\_\_\_  
Wes Fleming, P.E.  
Roanoke Office Manager

\_\_\_\_\_  
Doug Chapman, P.E.  
Principal, Vice President

**Town of Richlands**

\_\_\_\_\_  
Ron Holt  
Town Manager

The following cost estimate summarizes the expected expenses for improvement to the Headworks, Belt Filter Press, Primary Clarifiers, and Secondary Clarifiers. The total estimated cost remains within the allotted funding of \$10.9 million dollars, confirming that the project is financially feasible based on the current design. A detailed Engineer's Opinion of Probable Construction Cost is included in Appendix A.

**Table 4.0 – Revised Scope Cost Summary**

<b>Item</b>	<b>Cost</b>
Headworks/Pretreatment Building Improvements	\$2,862,000
Belt Filter Press/Shop Building Improvements	\$1,497,000
Primary Clarifier Improvements	\$1,620,000
Secondary Clarifier Improvements	\$2,619,000
Combined Subtotal	\$8,598,000
Contingency (15%)	\$1,290,000
<b>Estimated Construction Total.</b>	<b>\$9,888,000</b>

Table 5.0 details the proposed project schedule for the revised scope Richlands Wastewater Treatment Plant Upgrade Project.

**Table 5.0 – Project Schedule**

<b>Task</b>	<b>Target Date</b>
Submission of PER Amendment	07/03/25
Submission of Revised CTC Application	07/03/25
DEQ Approval of PER Amendment	07/25/25
Submit Revised Bid Documents to DEQ	9/19/25
DEQ Approval of Bid Documents	10/10/25
Advertise for Bids	10/13/25
Pre-Bid Meeting	10/28/25
Open Bids	11/25/25
Engineer to Provide Bid Tab, Recommendation of Award	12/05/25
Pre-Construction Conference and Notice to Proceed	01/05/26
Construction Substantial Completion	10/31/26
Construction Final Completion	11/30/26

H. MORGAN GRIFFITH  
5th District, Virginia

COMMITTEE ON  
ENERGY & COMMERCE  
ENVIRONMENT - CLIMATE  
HEALTH  
OUTREACH & INVESTIGATIONS

COMMITTEE ON RULES  
OF THE HOUSE

COMMITTEE ON HOUSE ADMINISTRATION



Congress of the United States  
House of Representatives  
Washington, DC 20515-4609

2115 RAYBURN HALL, ST. OWEN BUILDING  
WASHINGTON, DC 20515  
(202) 225-3631 PHONE

323 WEST MAIN STREET  
ANDERSON, VA 24213  
(276) 825-1115 PHONE

17 WEST MAIN STREET  
CHRISTIANSBURG, VA 24073  
(540) 581-5671 PHONE

[www.morgangriffith.house.gov](http://www.morgangriffith.house.gov)

May 2, 2025

The Honorable Tom Cole  
Chairman  
Committee on Appropriations

The Honorable Rosa DeLauro  
Ranking Member  
Committee on Appropriations

Dear Chairman Cole and Ranking Member DeLauro:

I am requesting funding in the amount of \$2,090,000.00 for the Mitigating Against & Preventing Wastewater Bypass in Richlands, VA project in fiscal year 2026.

The entity to receive this funding is County of Tazewell, Virginia, with offices located at 197 Main Street, Tazewell, VA 24651.

This project is an appropriate use of taxpayer funds because the funding would be used to mitigate and prevent overflows in the Town of Richlands during major flooding events that lead to untreated raw sewage/wastewater entering local streams and waterways and flowing into resident's homes and yards – an obvious disastrous occurrence which would have substantial environmental and health and safety consequences.

One of the main waterways in the area is the Clinch River. This project will help protect the water quality in the Clinch. The Clinch River has the greatest biodiversity of freshwater mussels in the United States.

This project has a Federal nexus because it is for the purposes authorized in the Community Development Fund (CDF): 42 U.S.C. 5305(a)(1)(D).

I certify that I have no financial interest in this project, and neither does anyone in my immediate family.

Sincerely,

H. MORGAN GRIFFITH  
Member of Congress





**MORGAN GRIFFITH**

Representing Virginia's 9th District



**PRESS RELEASES**

## **GRIFFITH HELPS SECURE \$500,000 FOR TAZEWELL COUNTY IN APPROPRIATIONS BILL**

Thursday, January 22, 2026 | [W. P. Jackson Krug](#) (202-225-3861)

Ahead of a government funding deadline of January 30, the U.S. House of Representatives acted to pass several appropriations bills. One appropriations bill that the House passed as part of an appropriations package is the *Transportation, Housing and Urban Development and Related Agencies Appropriations Act of 2026*. The appropriations package now heads to the U.S. Senate for consideration.

U.S. Congressman Morgan Griffith (R-VA) secured federal funding in the *transportation, housing and urban development* appropriations bill for the following Ninth District project:

**Project Name: Mitigating Against and Preventing Wastewater Bypass in Richlands, VA Project**

Recipient Name: County of Tazewell, Virginia

Amount Received: \$500,000

Following passage of the *transportation, housing and urban development* appropriations bill and the inclusion of federal funding for this Ninth District project, Congressman Griffith issued the following statement:

"I am proud to help secure in this appropriations bill \$500,000 for Tazewell County. These important funds will help the County address overflow issues in Richlands and protect the Clinch River from potential exposure to wastewater and raw sewage.

"I am hopeful that the Senate passes this *transportation, housing and urban development* appropriations bill so Tazewell County is one step closer to receiving these funds to complete this important community project."

### **BACKGROUND**



**MORGAN GRIFFITH**  
Representing Virginia's 9th District

\*\*\*\*



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Washington, DC 20515  
Phone: 202-225-3861  
Fax: 202-225-0076

### **ABINGDON OFFICE**

323 West Main Street  
Abingdon, VA 24210  
Phone: 276-525-1405  
Fax: 276-525-1444

### **CHRISTIANSBURG OFFICE**

17 West Main Street  
Christiansburg, VA 24073  
Phone: 540-381-5671  
Fax: 540-381-5675



COMMONWEALTH of VIRGINIA  
DEPARTMENT OF CONSERVATION AND RECREATION

January 15, 2026

Bill Shelton  
200 Washington Sq  
Richlands  
Richlands, Virginia 24639  
bshelton@richlands-va.gov

Re: **Community Flood Preparedness Fund (CFPF)**  
CY2025 Round 6 Grant Application: 3804  
Grant Number: CFPF-25-06-10  
Application Category: Capacity Building and Planning  
Community Name: Town of Richlands CID: 510163  
Primary Contact: Bill Shelton  
Primary Contact Email Address: bshelton@richlands-va.gov  
Requested Grant Amount: \$435,000.00  
Approved Grant Amount: \$657,500.00

Dear Bill Shelton:

This letter is to advise you that the Department of Conservation and Recreation (DCR) received your request to fund a Capacity Building and Planning application. If the application category listed above is different from the initial application, a change was necessary based on DCR's assessment of the project or activity. A change in application category may have resulted in the recalculation in the CFPF and match percentages represented above.

DCR, in consultation with the Secretary of Natural and Historic Resources and the Chief Resilience Officer of the Commonwealth of Virginia, has reviewed your application and your request for funding is approved. The total approved funding is as follows:

- Approved CFPF Approved Amount: \$657,500.00
- Approved Match Amount: \$0.00
- Approved Total Project Cost: \$657,500.00

In the coming weeks, you will receive an award package and grant agreement from Virginia Resources Authority (VRA) that will include an Award Letter detailing any changes in award amounts and conditions related to the award. Grant specific conditions, if any, will be incorporated into your award document and are as follows:

600 East Main Street, 24<sup>th</sup> Floor | Richmond, Virginia 23219 | 804-786-6124

State Parks • Soil and Water Conservation • Planning and Recreation Resources  
Natural Heritage • Dam Safety and Floodplain Management • Land Conservation

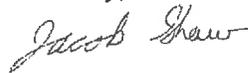
N/A

The above condition(s) must be completed and returned to DCR within 30 days of receipt of this letter. If more than 30 days is needed to fulfil these condition(s), please notify DCR.

Your Grant Agreement will include all requirements related to this award including information on how to receive reimbursement, submit reports, and requirements for final deliverables for completed projects or activities. This package must be signed and returned to VRA within 90 days of receipt or funds will be rescinded.

Should you have any questions, please feel free to contact me at [Jake.Shaw@dcr.virginia.gov](mailto:Jake.Shaw@dcr.virginia.gov).

Sincerely,



Jake Shaw  
Grants Manager,  
Dam Safety and Floodplain Management

cc: Darryl M. Glover, Deputy Director, DCR  
Angela Davis, Division Director, DCR  
Tony Leone, VRA



## Damage Survey Report for 51-09-25-5036-003 (Town of Richlands)

**State:** VA    **Disaster Event:**

**DSR Name:** 51-09-25-5036-003    **Local Name:** Town of Richlands

**Congressional District:** VA-09

**FEMA Declaration Number:** DR-4863-VA

**Buyout?** No

**Federal Contract for Construction?** No

**Sponsor Name:** Richlands Town    **Tribal Sponsor?** No

**Date of Sponsor Request:** 4/7/2025    **Site Access Date:** 4/7/2025

**Estimated Number of People Benefitted:** 39,917

**Cost Share Percentage:** 75

**LRA Community?** No

**Approved Cost Share Waiver?** No

**Ranking Priority:** 2

### Damaged Sites

Number	Name	Description	Lat	Long	Counties	Site Eligibility	Measures Eligibility
RIC 001	RIC 001	A pile of debris is deposited in the river bank and directing the current toward the water treatment plant. Bank erosion near water treatment plant.	37.09262	-81.79398	Tazewell County, VA	Eligible	Eligible
RIC 002	RIC 002	Erosion has been on going from the looks, but the	37.09189	-81.79521	Tazewell County, VA	Eligible	Eligible

		flood accelerated it.					
RIC 003	RIC 003	Woody debris piled against bridge and on the sides. This section is directly across from Richlands Water Treatment Plant.	37.09281596	-81.79338118	Tazewell County, VA	Eligible	Eligible
RIC 004	RIC 004	A few pile of woody debris are deposited on the river bank redirecting the water flow.	37.09033	-81.79711	Tazewell County, VA	Eligible	Eligible
RIC 005	RIC 005	A few piles of woody debris are deposited on the river bank redirecting the water flow.	37.09014	-81.7998	Tazewell County, VA	Eligible	Eligible
RIC 006	RIC 006	Tree with root wad blocking channel.	37.09704	-81.80302	Tazewell County, VA	Eligible	Eligible
RIC 007	RIC 007	A few piles of woody debris are deposited on the river bank redirecting the water flow.	37.09825	-81.80779	Tazewell County, VA	Eligible	Eligible
RIC 009	RIC 009	A pile of debris was deposited upstream of the culver. Also, there is another pile deposited on the culvert's outlet.	37.09003	-81.83241	Tazewell County, VA	Eligible	Eligible

### Planned Emergency Measure Costs

Planned Emergency Measures	Quantity	Units	Unit Costs	Measure Costs
<i>Site: RIC 001 - RIC 001</i>				
Clearing and Snagging	70	FT	\$ 556	\$ 38,920

Streambank and Shoreline Protection	300	FT	\$ 213	\$ 63,900
<b>Site: RIC 002 - RIC 002</b>				
Clearing and Snagging	25	FT	\$ 119	\$ 2,975
Streambank and Shoreline Protection	200	FT	\$ 307	\$ 61,400
<b>Site: RIC 003 - RIC 003</b>				
Clearing and Snagging	50	FT	\$ 334	\$ 16,700
<b>Site: RIC 004 - RIC 004</b>				
Clearing and Snagging	50	FT	\$ 556	\$ 27,800
Streambank and Shoreline Protection	400	FT	\$ 214	\$ 85,400
<b>Site: RIC 005 - RIC 005</b>				
Clearing and Snagging	350	FT	\$ 834	\$ 291,900
<b>Site: RIC 006 - RIC 006</b>				
Clearing and Snagging	45	FT	\$ 556	\$ 25,020
<b>Site: RIC 007 - RIC 007</b>				
Clearing and Snagging	60	FT	\$ 334	\$ 20,040
<b>Site: RIC 009 - RIC 009</b>				
Clearing and Snagging	25	FT	\$ 116	\$ 2,900

## Benefits

Benefit Type	Description	Future Damages	Damage Factor	Near Term Damage Reduction
<b>Site: RIC 001 - RIC 001</b>				
Private Properties Protected	Structure #1-1120 Orange St, Ric001	\$ 40,000	100	\$ 40,000
Private Properties Protected	Structure #2-1110 Orange St Ric001	\$ 40,000	100	\$ 40,000
Private Properties Protected	Road (Monetary Value) Orange St Ric001	\$ 168,000	25	\$ 42,000
<b>Site: RIC 002 - RIC 002</b>				
Public Properties	Bridge (Monetary Value) RIC 002	\$ 2,560,537	10	\$ 256,054

Protected				
<b>Site: RIC 003 - RIC 003</b>				
Public Properties Protected	Bridge (Monetary Value) Virginia Ave. RIC003	\$ 4,103,424	10	\$ 410,342
<b>Site: RIC 004 - RIC 004</b>				
Public Properties Protected	Road (Monetary Value) Williams Park Rd RIC 004	\$ 180,000	25	\$ 45,000
<b>Site: RIC 005 - RIC 005</b>				
Public Properties Protected	Road (Monetary Value) Critterville Playground Parking lot Ric005	\$ 800,000	25	\$ 200,000
<b>Site: RIC 006 - RIC 006</b>				
Public Properties Protected	Road (Monetary Value) 3rd St RIC 006	\$ 168,000	25	\$ 42,000
Public Properties Protected	Bridge (Monetary Value) RIC 006	\$ 3,590,496	25	\$ 897,624
<b>Site: RIC 007 - RIC 007</b>				
Public Properties Protected	Road (Monetary Value) 4th St RIC 007	\$ 720,000	10	\$ 72,000
<b>Site: RIC 009 - RIC 009</b>				
Public Properties Protected	Road (Monetary Value) Laramine Rd RIC 009	\$ 400,000	25	\$ 100,000
Public Properties Protected	Bridge (Monetary Value) RIC 009	\$ 1,477,233	10	\$ 147,723

**Total Costs: \$636,955    Total Benefit: \$2,292,743    Net Benefit: \$1,655,788**

## Documents

*Note: The links to photos below will only work for personnel within the USDA*

Type	Name	Link
Sponsor Request Letter	EWP Request - Richlands.pdf	<a href="#">Link</a>
Location Map W/ Measure Extents	DSR Template 5036 RIC_ALL - Updated 11-18-2025	<a href="#">Link</a>
Site Plan or Sketch	DSR Template 5036 RIC_ALL - Updated 11-18-2025	<a href="#">Link</a>

CPA 52	Richlands (Town) CPA 52 Signed	<a href="#">Link</a>
Cost Estimate Details	Richlands ENG cost estimates DSR 5036 FEB 25	<a href="#">Link</a>
Other Documents	Economics - Richlands	<a href="#">Link</a>
Other Documents	EWP_DSR_Census Richland	<a href="#">Link</a>
Other Documents	WS-1 - EWP Program Waiver Request VA5036 xRES	<a href="#">Link</a>
Other Documents	RIC 5036 Damage Survey Reports	<a href="#">Link</a>

## Photos

*Note: The links to files below will only work for personnel within the USDA*

Name	Link
<i>Site: RIC 001 - RIC 001</i>	
<i>Site: RIC 002 - RIC 002</i>	
<i>Site: RIC 003 - RIC 003</i>	
<i>Site: RIC 004 - RIC 004</i>	
<i>Site: RIC 005 - RIC 005</i>	
<i>Site: RIC 006 - RIC 006</i>	
<i>Site: RIC 007 - RIC 007</i>	
<i>Site: RIC 009 - RIC 009</i>	

## Routing

### *Completed By*

**Name:** Kelly Ramsey    **Submitted Date:** 11/13/2025

### *Concurred By*

**Name:** Chris Hamilton    **Role:**

**Review Outcome:** Concurred    **Review Date:** 11/19/2025

### *Submitted to NHQ By*

**Name:** Edwin Martinez    **Role:** STC

**Review Outcome:** Approved    **Review Date:** 11/19/2025

### *NHQ Acknowledgement*

**Name:** Peter Vanderstappen

**Review Outcome:** Accepted    **Review Date:** 11/19/2025



I am not sure if you are aware but we are going through a transition with the Town Manager and our new Interim Town Manager will be arriving on Monday, January 12th. We would respectfully request an extension so as to have time to bring the new Interim up to speed on this project.

Please advise if this is possible and if so, what we need to do.

Your assistance is appreciated.

Thanks, Susan

---

**From:** Ramsey, Kelly - FPAC-NRCS, VA <kelly.ramsey@usda.gov>

**Sent:** Monday, December 29, 2025 7:00 AM

**To:** Susan Whitt <swhitt@richlands-va.gov>; Ron Holt <rholt@richlands-va.gov>; Matthew Whited <mwhited@richlands-va.gov>; Ronnie Campbell <rcampbell@richlands-va.gov>

**Cc:** Meade, Greg - FPAC-NRCS, VA <greg.meade@usda.gov>; Ogle, Sharyl - FPAC-NRCS, VA <sharyl.ogle@usda.gov>; Hamilton, Chris - FPAC-NRCS, VA <chris.s.hamilton@usda.gov>; Bradshaw, Stacey - FPAC-NRCS, VA <stacey.bradshaw@usda.gov>

**Subject:** Richlands EWP 5036 | NEED Agreement Paperwork for Flood Recovery Projects by COB Jan 14

This message has originated from an **External Source**. Please use proper judgment and caution when opening attachments, clicking links, or responding to this email.

---

Great news! On Dec 11, VA NRCS received the EWP funds for Richlands' flood recovery efforts from the Feb 2025 events. The final approved report is attached (**Richlands DSR\_ 51-09-25-5036-003.pdf**)

The approved fund amount, which is based on the construction cost estimate, was modified since our last discussion. First the National Office did not approve the streambank stabilization work at RIC008 damage site (no imminent threat to life or property). Second, VA NRCS increased the length of streambank stabilization at RIC001 and RIC002. Third, VA NRCS added streambank stabilization work at RIC004. The updated construction cost estimate and sketches are now included in the box drive: <https://nrcs.box.com/s/vl76r7ubbi96xi1wqmq49pczkz4j8zvp2>.

The approved EWP funds are:

Financial assistance (FA)- (recovery work construction dollars; 75% of estimated construction costs): \$477,716.25

Technical assistance (TA) - technical service funds to procure consulting firm and administer agreement: \$79,500

**Within ~10 business days (COB Jan 9, 2026)**, please complete the following for the flood recovery agreement:

1. Review the attached agreement Statement of Work (SOW) and let us know of any concerns/questions (**Richlands\_SOW EWP 5036 Locally Led FA TA.docx**)
2. Review attached Budget Information sheet and let us know of any concerns/questions (**SF424C\_Budget\_Construction\_Richlands**). Note that this form will not accurately reflect how the county will utilize Technical Assistance (TA) funds - that is subject to change since the county will decide how to distribute the TA funds for consulting fees and

I acknowledge that the Town 25% match is significant and that the EWP program is not a well-known program for VA communities.

We are happy to talk through the EWP program and the Town's responsibilities when participating in EWP prior to the Town Council meeting.

In general, Stacey and I are available most days from 10-3pm. Let us know a good time to meet!

kelly

**Kelly Ramsey, P.E.**

Civil Engineer | Hydrology & Hydraulics

Virginia | State Office



U.S. DEPARTMENT OF AGRICULTURE

Natural Resources Conservation Service  
1606 Santa Rosa Road, Richmond, Virginia, 23229  
Suite 209  
p: (804) 287-1650

---

**From:** Ramsey, Kelly - FPAC-NRCS, VA <kelly.ramsey@usda.gov>  
**Sent:** Monday, January 5, 2026 11:29 AM  
**To:** Susan Whitt <swhitt@richlands-va.gov>; Ron Holt <rholt@richlands-va.gov>; Matthew Whited <mwhited@richlands-va.gov>; Ronnie Campbell <rcampbell@richlands-va.gov>  
**Cc:** Meade, Greg - FPAC-NRCS, VA <greg.meade@usda.gov>; Ogle, Sharyl - FPAC-NRCS, VA <sharyl.ogle@usda.gov>; Hamilton, Chris - FPAC-NRCS, VA <chris.s.hamilton@usda.gov>; Bradshaw, Stacey - FPAC-NRCS, VA <stacey.bradshaw@usda.gov>  
**Subject:** Re: Richlands EWP 5036 | NEED Agreement Paperwork for Flood Recovery Projects by COB Jan 14

Yes, absolutely we can extend; does Jan 21 work? And we'd be happy to help you bring them up to speed!.

---

**From:** Susan Whitt <swhitt@richlands-va.gov>  
**Sent:** Monday, January 5, 2026 11:04 AM  
**To:** Ramsey, Kelly - FPAC-NRCS, VA <kelly.ramsey@usda.gov>; Ron Holt <rholt@richlands-va.gov>; Matthew Whited <mwhited@richlands-va.gov>; Ronnie Campbell <rcampbell@richlands-va.gov>  
**Cc:** Meade, Greg - FPAC-NRCS, VA <greg.meade@usda.gov>; Ogle, Sharyl - FPAC-NRCS, VA <sharyl.ogle@usda.gov>; Hamilton, Chris - FPAC-NRCS, VA <chris.s.hamilton@usda.gov>; Bradshaw, Stacey - FPAC-NRCS, VA <stacey.bradshaw@usda.gov>  
**Subject:** Re: Richlands EWP 5036 | NEED Agreement Paperwork for Flood Recovery Projects by COB Jan 14

Good morning,

county administrative work . At this stage, the important thing is to make sure the total budget lines up with the SOW.

3. Complete and Submit the following **Sponsor forms** (attached) to **Stacey Bradshaw\*\***. NRCS filled out the information that we know. The County will need to complete and sign the forms, as appropriate.
  - a. SF424\_Application.pdf (Application for Federal assistance)
    - i. Complete Sections 8, 20, 21
  - b. GAD-9\_Applicant Contact Information.pdf (Applicant contact information)
  - c. SF424D\_Construction Assurances.pdf (Construction programs assurances)
  - d. Certification Re. Lobbying\_GG\_LobbyingForm.pdf (Certification regarding lobbying)

Instructions for the forms are also attached:

- SF424 and SF424A Instructions.pdf (Instructions for SF424 : Application for Federal assistance)
- GAD-9\_Instructions.pdf (Instructions for GAD-9: Applicant contact information)

**\*\*Stacey Bradshaw** is VA NRCS' new Water Resources Planning Specialist, assisting localities with EWP. Stacey will be the VA NRCS POC for administering the agreement and reimbursing the county for eligible expenses. Stacey can be reached at [stacey.bradshaw@usda.gov](mailto:stacey.bradshaw@usda.gov) or 202-617-1812. She is included in this email.

Please reach out to Stacey or I with any questions or concerns.

**Kelly Ramsey, P.E.**

Civil Engineer | Hydrology & Hydraulics

Virginia | State Office



U.S. DEPARTMENT OF AGRICULTURE

Natural Resources Conservation Service

1606 Santa Rosa Road, Richmond, Virginia, 23229

Suite 209

p: (804) 287-1650

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## **EMERGENCY WATERSHED PROTECTION PROGRAM STATEMENT OF WORK**

### **PURPOSE**

The purpose of this agreement is for the United States Department of Agriculture, Natural Resources Conservation Service, hereinafter referred to as the “NRCS,” to provide technical and financial assistance to the Town of Richlands, hereinafter referred to as the “Sponsor,” for EWP Program Project No. 5036 in the Town of Richlands, Virginia, for implementation of recovery measures that if left undone, pose a risk to life and/or property.

### **OBJECTIVES**

The design and installation of Emergency Watershed Protection (EWP) program measures as detailed in the individual Damage Survey Reports (DSRs) and described below.

- DSR 51-09-25-5036-003, (Town of Richlands) project objectives are to: (1) remove debris and sediment in waterways and floodplains; (2) restore the hydraulic capacity of impaired waterways and floodplains; and (3) protect channels from additional erosion using treatment measures such as armoring, flow deflection, grade stabilization, and bioengineering.
- Designs will be provided by engineering firms contracted by the Sponsor. All engineering work will be performed under direct supervision of a registered Professional Engineer licensed in the Commonwealth of Virginia, who will affix his/her Professional Engineering stamp (seal) on all engineering drawings, documents and certifications.

### **BUDGET NARRATIVE**

The official budget described below will be considered the total budget as last approved by the Federal awarding agency for this award.

Amounts included in the Budget Narrative are estimates. Reimbursement will be based on actual expenditures not to exceed the amount obligated.

Total Estimated Project Budget: \$716,455

The budget includes:

Financial Assistance (FA) Costs:

Construction Costs (75% NRCS \$477,716.25+ 25% Sponsor \$159,238.75): \$636,955

Technical Assistance (TA) Costs:

Services (100% NRCS) up to \$79,500

1. NRCS pays up to 75 percent of eligible construction costs and Sponsor pays 25 percent of construction costs. NRCS will contribute up to \$79,500 for administration and technical services. It is possible that technical and administrative costs will exceed this amount, requiring the Sponsor to contribute resources to complete technical and administrative work. Construction, administrative, and technical costs incurred prior to the sponsor and NRCS signing this agreement are ineligible and will not be reimbursed, nor will such costs qualify as Sponsor cost-share.
2. NRCS funding for this project is provided to the Sponsor in two separate NRCS funding accounts: one account for financial assistance (FA) and one for technical assistance (TA). FA costs are associated with construction activities; TA costs are associated with services. These expenditures shall be accounted for separately for expenses to be eligible for reimbursement.
3. NRCS will provide FA for actual costs as reimbursement to the Sponsor for approved on-the-ground construction costs, subject to the limits listed. If costs are reduced, reimbursement will be reduced accordingly. Construction costs are associated with the installation of the project measures including labor, equipment, and materials.
4. NRCS will provide TA reimbursement to the Sponsor for technical and administrative costs directly charged to the project, subject to the limits listed. If costs are reduced, reimbursement will be reduced accordingly. These costs shall include:
  - a. Engineering costs include, but are not limited to, developing a project design that includes construction drawings and specifications, an Operation and Maintenance Plan, a Quality Assurance/Inspection Plan, and an engineer's estimate of the project installation costs in addition to providing necessary quality assurance during construction.
  - b. Contract administration costs include, but are not limited to, soliciting, evaluating, awarding and administering contracts for construction and engineering services, including project management, and verifying invoices and record keeping.
5. The Sponsor will contribute funds toward the total construction costs in either direct cash expenditures, the value of non-cash materials or services, or in-kind contributions. The value of any in-kind contribution shall be agreed to in writing prior to implementation.

## **RESPONSIBILITIES OF THE PARTIES**

### **SPONSOR RESPONSIBILITIES**

If inconsistencies arise between the language in the Statement of Work (SOW) in the agreement and the General Terms and Conditions, the language in the SOW takes precedence.

1. Perform the work and produce the deliverables as outlined in this SOW.
2. Comply with the applicable version of the General Terms and Conditions.
3. Accomplish construction of the EWP program project measures by contracting, in-kind construction services, or a combination of both.
4. Ensure and certify by signing this agreement that its cost-share obligation is from a non-Federal source.
5. Acquire adequate real property rights (land and water) and acquire permits and licenses in accordance with local, State, and Federal law as necessary for the installation of EWP program project measures at no cost to NRCS prior to construction. This includes any rights associated with required environmental mitigation. Costs related to land rights and permits are the Sponsor's responsibility and ineligible for reimbursement.
6. Accept all financial and other responsibility for excess costs resulting from their failure to obtain, or their delay in obtaining, adequate land and water rights, permits, and licenses needed for the project.
7. Provide the agreed-to portion of the actual, eligible, and approved construction cost. These costs may be in the form of cash, in-kind construction services, or a combination of both. Final construction items that are eligible construction costs will be agreed upon during the pre-design conference. These costs are amounts from contracts awarded to contractors and eligible Sponsor in-kind construction costs for materials, labor, and equipment. The Sponsor shall provide NRCS documentation to support all eligible construction costs. Construction costs incurred prior to the Sponsor and NRCS signing this agreement are ineligible and will not be reimbursed, nor will such costs qualify as Sponsor cost-share.
8. Be responsible for 100 percent of all ineligible construction costs and 100 percent of any unapproved upgrade to increase the level of protection over and above that described in the DSR and the NRCS State Conservation Engineer's approved plans and specifications.
9. Account for and report FA and TA expenditures separately in order for expenses to be eligible for reimbursement. NRCS funding for this project is provided to the Sponsor in two separate NRCS funding accounts, one for FA and one for TA, requiring this separation. Separate itemization of FA and TA costs are required on form "Request for Advance or Reimbursement" (form SF-270).
10. Must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts. No employee, officer, agent, or board member with a real or apparent conflict of interest may participate in the selection, award, or administration of a contract supported by the

Federal award. A conflict of interest includes when the employee, officer, agent, or board member, any member of their immediate family, their partner, or an organization that employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from an entity considered for a contract. An employee, officer, agent, and board member of the Sponsor may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors. Reference 2 CFR § 200.318 regarding standards of conduct covering conflicts of interest and governing the performance of its employees engaged in the selection, award, and administration of contracts.

11. For in-kind construction services (materials, labor, and/or equipment supplied by the Sponsor), develop a Plan of Operations describing the construction services to be performed, including estimated quantities and values. The Plan of Operations shall be concurred by NRCS. In-kind construction services for equipment shall not exceed published FEMA equipment rates unless otherwise documented and concurred in advance by NRCS.
12. The following documentation is required to support the Sponsor's request for reimbursement of in-kind construction services.
  - a. Invoices covering actual costs of materials used in constructing the eligible EWP program project measures.
  - b. Records documenting the type, quality, and quantities of materials actually used in constructing the eligible EWP program project measures.
  - c. Daily time records for each employee showing name, classification, wage rate, hours, and dates actually employed for constructing the eligible EWP program project measures.
  - d. Equipment operating records showing the type and size of equipment, hourly rate, actual hours of operation and dates used to install the eligible EWP program project measures. Equipment idle time is not eligible as in-kind construction services, even if on the job site, and should not be included in the equipment operating records.
13. Ensure that any special requirements for compliance with environmental and/or cultural resource laws are incorporated into the project.
14. Must secure (at its own expense) all Federal, State, and local permits and licenses, and any necessary natural resource rights required for completion of the work described in this agreement. Provide copies of all permits and licenses obtained to NRCS.
15. Will arrange and pay for any necessary location, removal, or relocation of utilities. EWP program regulations prohibit NRCS from reimbursing the Sponsor or otherwise paying for any such costs, nor do the costs qualify as a Sponsor cost-share contribution.

16. Ensure that technical and engineering standards and specifications of NRCS are adhered to during construction of the project as interpreted by the NRCS Program/Technical Contact for this agreement. Provide the NRCS Program/Technical Contact progress reports as agreed to and as necessary. Progress reports should include technical on-site inspections of work accomplished for the period, work planned, results of material tests, deficient work products and/or tests with corrective actions taken, modifications anticipated, technical problems encountered, contractual issues, and any other relevant information.
17. Ensure that all contractors on NRCS-assisted projects are performing their work in accordance with OSHA regulations and the Contract Work Hours and Safety Standards Act (40 USC 3701-3708) as supplemented by Department of Labor regulations (29 CFR Part 5). The Sponsor is responsible for periodically checking the contractor's compliance with safety requirements.
18. If applicable, provide PE-certified as-built drawings and quantities for the project. A copy of the as-built drawings will be submitted to the NRCS Program/Technical Contact.
19. For payment requests, provide a completed "Request for Advance or Reimbursement" (form SF-270) with all documentation to support the request to the NRCS Program/Technical Contact. Payments will be withheld until all required documentation is submitted and completed.
20. Ensure that information in the System for Award Management (SAM) is current and accurate until the final Federal Financial Report (form SF-425) under this award or final payment is received, whichever is later. Payments will not be processed during the time the SAM registration is expired. Processing will only occur when the SAM registration is active.
21. Take reasonable and necessary actions to dispose of all contractual and administrative issues arising out of the contract(s) awarded under this agreement. This includes, but is not limited to, disputes, claims, protests of award, source evaluation, and litigation that may result from the project. Such actions will be at the expense of the Sponsor, including any legal expenses. The Sponsor will advise, consult with, and obtain prior written occurrence of NRCS on any litigation matters in which NRCS could have a financial interest.
22. Must indemnify and hold NRCS harmless to the extent permitted by State law for any costs, damages, claims, liabilities, and judgements arising from past, present, and future acts or omissions of the Sponsor in connection with its acquisition and management of the EWP program pursuant to this agreement. Further, the Sponsor agrees that NRCS will have no responsibility for acts and omissions of the Sponsor, its agents, successors, assigns, employees, contractors, or lessees in connection with the acquisition and management of the EWP program pursuant to this agreement that result in violation of any laws and regulations that are now or that may in the future become applicable.

SPONSOR: Town of Richlands, Virginia

PROJECT: EWP 5036 – February 2025 Winter Storms

23. Retain all records dealing with the award and administration of the contract(s) for three years from the date of the Sponsor's submission of the final request for reimbursement or until final audit findings have been resolved, whichever is longer. If any litigation is started before the expiration of the three-year period, records are to be retained until the litigation is resolved or the end of the three-year period, whichever is longer. Make such records available to the Comptroller General of the United States or his or her duly authorized representative and accredited representatives of the Department of Agriculture or cognizant audit agency for the purpose of making audit, examination, excerpts, and transcriptions.
24. Submit reports to the ezFedGrants system or the Farm Production and Conservation (FPAC) Grants and Agreements Division via email to [FPAC.BC.GAD.@usda.gov](mailto:FPAC.BC.GAD.@usda.gov) as outlined in the applicable version of the General Terms and Conditions.

Performance Reports: semi-annually

Financial Reports (form SF-425): semi-annually

#### NRCS RESPONSIBILITIES

1. For sites requiring contracted engineering services, assist Sponsor in establishing design parameters. Determine eligible construction costs during the pre-design conference.
2. If applicable, designate a Government Representative to serve as liaison with the Sponsor and identify that person's contact information with this fully signed and executed agreement.
3. For sites requiring contracted engineering services, review, comment, and concur in preliminary and final plans, construction specifications, Operation and Maintenance (O&M) Plan, Plan of Operations (if required), and Quality Assurance Plan (QAP). For sites designed by NRCS, provide final plans, construction specifications, construction costs estimate, O&M Plan, and QAP to the Sponsor.
4. Make periodic site visits during the installation of the EWP program project measures to review construction progress, document conformance to engineering plans and specifications, and provide any necessary clarification on the Sponsor's responsibilities.
5. Upon notification of the completion of the EWP program project measures, NRCS shall promptly review the performance of the Sponsor to determine if the requirements of this agreement and fund expenditures as agreed have been met.
6. Make payment to the Sponsor covering the NRCS share of the cost upon receipt and approval of form SF-270 and supporting documentation. In the event there are questions regarding the payment request package, NRCS will contact the Sponsor in a timely manner to resolve concerns.

## SPECIAL PROVISIONS

1. The furnishing of financial, administrative, and/or technical assistance above the original funding amount by NRCS is contingent on there being sufficient unobligated and uncommitted funding in the EWP program that is available for obligation in the year in which the assistance will be provided. NRCS may not make commitments in excess of funds authorized by law or made administratively available. Congress may impose obligational limits on program funding that constrains NRCS's ability to provide such assistance.
2. In the event of default of a construction contract awarded pursuant to this agreement, any additional funds properly allocable as construction costs required to ensure completion of the job are to be provided in the same ratio as construction funds are contributed by the parties under the terms of this agreement. Any excess costs including interest resulting from a judgment collected from the defaulting contractor, or his or her surety, will be prorated between the Sponsor and NRCS in the same ratio as construction funds are contributed under the terms of the agreement.
3. Additional funds, including interest properly allocable as construction costs as determined by NRCS, required as a result of decision of the contracting officer or a court judgment in favor of a claimant will be provided in the same ratio as construction funds are contributed under the terms of this agreement. NRCS will not be obligated to contribute funds under any agreement or commitment made by the Sponsor without prior concurrence of NRCS.
4. The NRCS State Conservationist may adjust the estimated cost to NRCS set forth in this agreement for constructing the EWP program measures. Such adjustments may increase or decrease the amount of estimated funds that are related to differences between such estimated cost and the amount of the awarded contract or to changes, differing site conditions, quantity variations, or other actions taken under the provisions of the contract.
5. NRCS, at its sole discretion, may refuse to cost share should the Sponsor, in administering the contract, elect to proceed without obtaining concurrence as outlined in this agreement.
6. Once the project is completed and all requests for reimbursement submitted, any excess funding remaining in the agreement will be de-obligated from the agreement.

## EXPECTED ACCOMPLISHMENTS AND DELIVERABLES

1. If applicable, prepare design, construction specifications, and drawings in accordance with standard engineering principles that comply with NRCS programmatic requirements; and/or contract/install the NRCS designed construction. Any design services will be by a professional registered engineer. Sponsor will obtain NRCS review and concurrence on the

design, construction plans, and specifications. The Sponsor must ensure description of work is reviewed, concurred, and approved by NRCS. A copy of the final signed and sealed plans and specifications shall be provided to NRCS.

2. Contract for services and construction in accordance with the Code of Federal Regulations (CFR), 2 CFR § 200.317 through 200.327, applicable State regulations, and the Sponsor's procurement regulations, as appropriate. (See General Terms and Conditions attached to this agreement for a link to the CFR.) In accordance with 2 CFR § 200.327, contracts must contain the applicable provisions described in Appendix II to Part 200. Davis-Bacon Act would not apply under this Federal program legislation.
3. Provide copies of site maps to appropriate Federal and State agencies for environmental review. Sponsor will notify NRCS of environmental clearance, modification of construction plans, or any unresolved concerns as well as copies of all permits, licenses, and other documents required by Federal, State, and local statutes and ordinances prior to solicitation for installation of the EWP program project measures. All modifications to the plans and specifications shall be reviewed and concurred in by NRCS.
4. Prepare and submit for NRCS concurrence an Operation and Maintenance (O&M) Plan, if applicable, prior to commence of work. The O&M Plan shall describe the activities the Sponsor will do to ensure the project performs as designed. Upon completion of the project measures, the Sponsor shall assume responsibility for operation and maintenance.
5. Prior to commencement of work and/or solicitation of bids, submit for NRCS review and concurrence a Quality Assurance Plan (QAP). The QAP shall outline technical and administrative expertise required to ensure the EWP program project measures are installed in accordance with the plans and specifications, identify individuals with the expertise, describe items to be inspected, list equipment required for inspection, outline the frequency and timing of inspection (continuous or periodic), outline inspection procedures, and record keeping requirements. A copy of the final QAP shall be provided to NRCS prior to commencement of construction.
6. Provide construction inspection in accordance with the QAP.
7. Arrange for and conduct final inspection of completed project with NRCS to determine whether all work has been performed in accordance with contractual requirements. Provide a PE certification that the project was installed in accordance with the approved plans and specifications.

## RESOURCES REQUIRED

See the Responsibilities of the Parties section for required resources, if applicable.

## MILESTONES

Milestones shall include, but not limited to, the following items.

1. Hold agreement kickoff: within 30 calendar days of agreement execution
2. Hold pre-design conference: within 60 calendar days of agreement execution
3. Provide design schedule to Government Representative (GR) within 14 calendar days of pre-design conference
4. Complete Survey and Preliminary Design: estimated 6 months from pre-design conference
5. Obtain NRCS concurrence on the Final Design (including Quality Assurance and Operation and Maintenance Plans): estimated 9 months from pre-design conference
6. Obtain NRCS concurrence on the Plan of Operations for in-kind construction: estimated 9 months from pre-design conference
7. Solicit bids: estimated 2 months from NRCS concurrence of design and when permits and landrights are obtained
8. Award contract: estimated 4 months from NRCS concurrence of design and when permits and landrights are obtained
9. Administer construction contract, including providing construction inspection: estimated 6 months from NRCS concurrence of design
10. Provide completion certification, to include As-Built drawings: estimated 2 months from construction completion
11. Complete closeout-out activities: No later than 120 calendar days from agreement expiration.



# Town of Richlands, VA

## Town Council Meeting

### Staff Summary

#### Action Item

<b>Agenda Title:</b>	Monthly Financial Reports		
<b>Staff Contact(s):</b>	Ronnie Campbell		
<b>Agenda Date:</b>	February 10, 2026	<b>Item Number:</b>	
<b>Attachment(s):</b>	1.	Income Statement Summary	
	2.	Income Statement Detail	
	3.	Budget Amendment Reserve Summary	
	4.	Reserve Analysis	
	5.	Bank Balances by Fund	
	6.	Loan Balances	
<b>Reviewed By:</b>	Susan Whitt		

#### **SUMMARY:**

The attachments include the financial results for December 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 12/31/2025**

<b>Fund</b>	<b>Current Month Net Income (Loss)</b>	<b>Year To Date Net Income (Loss)</b>	<b>Year To Date Net Income (Loss) Variance</b>	<b>Drivers</b>	<b>Variance Permanent or Timing</b>
General	\$654,548	(\$316,222)	(\$316,222)	YTD net loss variance primarily results from lower revenues in real estate taxes, business licenses, bank stock taxes, meals taxes, garbage collections, sales taxes, other taxes and fees and other revenues <b>hurt</b> (\$3.5% of budget or \$3.9M), offset by a <b>net help</b> (57.2% of budget or \$3.6M) from lower expenses and capital purchases in all departments, except non-departmental.	- Revenues - Timing; - Expenses - Timing; - Capital - Timing/Permanent
Water	(11,098)	202,383	(559,669)	YTD net loss variance primarily results from lower revenues <b>hurt</b> (32.6% of budget or \$1.9M), offset by lower expenses <b>help</b> (34.9% of budget or \$1.3M).	- Revenues - Timing/Permanent; - Expenses - Timing
Sewer	20,070	275,888	190,100	YTD net income variance primarily results from lower revenues <b>hurt</b> (41.0% of budget or \$1.4M), offset by lower expenses <b>help</b> (30.1% of budget or \$1.5M).	- Revenues - Timing/Permanent; - Expenses - Timing
Water/Sewer Line Maintenance	(76,277)	(362,085)	354,315	YTD net income variance results from lower expenses <b>help</b> (50.6% of budget or \$354K).	- Expenses - Timing
Electric w/o Generator	110,339	138,276	138,276	YTD net income variance primarily results from lower revenues <b>hurt</b> (47.1% of budget or \$5.2M), offset by lower expenses <b>help</b> (45.7% of budget or \$5.4M).	- Revenues - Timing/Permanent; - Expenses - Timing
Subtotal All Funds	\$697,582	(\$61,759)	(\$193,199)		
Electric Generator	0	(2,031,918)	(2,031,918)	The capital purchase of \$2.0M represents the second half of the payment for the Enbridge pipeline contract and Quantum Power progress payments. Cumulative funding of \$15.5M includes \$12.6M from the note payable, \$0.9M was funded from unrestricted funds and \$2.0M was funded by the TRRC loan.	- Capital - Permanent
Total All Funds	\$697,582	(\$2,093,677)	(\$2,225,117)		



**Town of Richlands**  
**Income Statement: 2025 - 2026**  
**For the Period Ending 12/31/2025**

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	\$297,336.72	\$461,784.79	89.07%	(\$56,640.21)	
	10-3700-410050	R E TAX BUDGET	\$20,000.00	\$0.00	(\$28,803.72)	-144.02%	(\$48,803.72)	
	10-3700-410100	R.E. TAXES PRO RATA	\$1,000.00	\$20.00	(\$703.53)	-70.35%	(\$1,703.53)	
	10-3700-410200	DELINQUENT TAXES	\$23,000.00	\$4,309.04	\$20,444.07	88.89%	(\$2,555.93)	
	10-3700-410300	PENALTIES ON TAXES	\$2,000.00	\$206.38	\$977.45	48.87%	(\$1,022.55)	
	10-3700-410350	INTEREST ON TAXES	\$5,000.00	\$1,075.09	\$3,014.91	60.30%	(\$1,985.09)	
	10-3700-410400	PUBLIC SERVICE TAXES	\$43,574.00	\$42,672.37	\$42,672.37	97.95%	(\$901.63)	
	<b>Total Dept.3700</b>	<b>REVENUE</b>	<b>\$612,999.00</b>	<b>\$345,619.60</b>	<b>\$499,386.34</b>	<b>81.47%</b>	<b>(\$113,612.66)</b>	
	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	\$94,508.62	\$551,073.25	47.92%	(\$598,926.75)	
	10-3701-411200	BUSINESS LICENSES	\$600,000.00	\$1,272.79	\$7,648.87	1.27%	(\$592,351.13)	
	10-3701-411300	MOTOR VEHICLE LICENSES	\$35,000.00	\$12,596.32	\$26,785.26	76.53%	(\$8,214.74)	
	10-3701-411400	MOBILE HOME LICENSE	\$8,000.00	\$3,038.43	\$5,908.43	73.86%	(\$2,091.57)	
	10-3701-411500	CIGARETTE TAX	\$200,000.00	\$15,000.00	\$90,000.00	45.00%	(\$110,000.00)	
	10-3701-411550	DELINQUENT PER PROPERTY TAXES	\$1,000.00	\$31.18	\$160.03	16.00%	(\$839.97)	
	10-3701-411650	PENALTIES ON PER PROPERTY TAXES	\$0.00	\$3.66	\$10.27	0.00%	\$10.27	
	10-3701-411750	INTEREST ON PERSONAL PROPERTY TAXES	\$0.00	\$17.48	\$39.87	0.00%	\$39.87	
	10-3701-412000	ZONING PERMITS	\$1,000.00	\$180.00	\$700.00	70.00%	(\$300.00)	
	10-3701-413000	COURT FINES & FOREFEITURE	\$30,000.00	\$868.35	\$5,542.25	18.47%	(\$24,457.75)	
	10-3701-413050	E-CITATION COLLECTIONS	\$0.00	\$124.96	\$1,357.39	0.00%	\$1,357.39	
	10-3701-413300	INTEREST INCOME	\$5,000.00	\$1,153.85	\$2,411.09	48.22%	(\$2,588.91)	
	10-3701-413400	CONTRACT WORK-STREET	\$5,000.00	\$1,430.68	\$3,563.98	71.28%	(\$1,436.02)	
	10-3701-413900	SALE OF SALVAGE & SURPLUS	\$5,000.00	\$0.00	\$120.00	2.40%	(\$4,880.00)	
	10-3701-413950	GAIN/LOSS ON ASSET DISPOSAL	\$0.00	\$0.00	\$5,000.00	0.00%	\$5,000.00	
	10-3701-414100	FIRE/RESCUE CONTRACTS	\$300,000.00	\$0.00	\$225,000.00	75.00%	(\$75,000.00)	
	10-3701-414125	RESCUE SQUAD BILLING REVENUE	\$1,018,753.00	\$116,128.73	\$490,625.60	48.16%	(\$528,127.40)	
	10-3701-414130	RESCUE BAD DEBT COLLECTIONS	\$6,000.00	\$0.00	\$4,516.92	75.28%	(\$1,483.08)	
	10-3701-414150	SWIMMING POOL FEES	\$15,000.00	\$0.00	\$10,458.00	69.72%	(\$4,542.00)	
	10-3701-414200	CONCESSION COLL	\$25,000.00	\$2,226.15	\$12,077.82	48.31%	(\$12,922.18)	
	10-3701-414250	BASKETBALL FEES	\$20,000.00	\$5,682.00	\$11,734.00	58.67%	(\$8,266.00)	
	10-3701-414400	MEMBERSHIP FEES	\$1,500.00	\$45.00	\$840.00	56.00%	(\$660.00)	
	10-3701-414425	WEIGHT ROOM FEES	\$1,000.00	\$445.00	\$1,915.00	191.50%	\$915.00	
	10-3701-414450	ROOM RENTAL UPSTAIRS	\$6,000.00	\$780.00	\$4,355.00	72.58%	(\$1,645.00)	
	10-3701-414475	SHELTER RENTAL FEES	\$1,500.00	\$0.00	\$575.00	38.33%	(\$925.00)	
	10-3701-414500	MISC RECREATION REVENUE	\$5,000.00	\$454.00	\$1,554.00	31.08%	(\$3,446.00)	
	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	\$1,206.00	\$12,944.00	107.87%	\$944.00	

10-3701-420150	GARBAGE COLLECTIONS	\$655,000.00	\$49,177.44	\$300,657.44	45.90%	(\$354,342.56)
10-3701-420175	Bulk/Brush Fees	\$0.00	\$2,827.00	\$16,940.00	0.00%	\$16,940.00
10-3701-420200	PENALTIES	\$8,000.00	\$1,091.02	\$6,783.22	84.79%	(\$1,216.78)
10-3701-420420	STATE-LOCAL TAX	\$20,000.00	\$2,039.47	\$8,926.30	44.63%	(\$11,073.70)
10-3701-420550	CONSUMER/CONSUMPTION UTILITY TAX	\$230,000.00	\$19,591.56	\$113,194.38	49.21%	(\$116,805.62)
10-3701-420900	CONVENIENCE FEE	\$5,000.00	\$606.00	\$2,154.00	43.08%	(\$2,846.00)
10-3701-430000	MISCELLANEOUS REVENUE	\$15,000.00	\$1,074.00	\$9,846.20	65.64%	(\$5,153.80)
10-3701-430150	MISCELLANEOUS REVENUE-TOWN MGR	\$0.00	\$0.00	\$5,889.43	0.00%	\$5,889.43
10-3701-430300	RETURN CHECK FEES	\$500.00	\$240.00	\$750.00	150.00%	\$250.00
10-3701-430400	DNTN & COMM DEVELOP REVENUE	\$0.00	\$0.00	\$400.00	0.00%	\$400.00
10-3701-430600	COMM & CIVIC PROG REVENUE	\$0.00	\$650.00	\$5,000.00	0.00%	\$5,000.00
10-3701-430700	MISCELLANEOUS REVENUE-STREET	\$0.00	\$0.00	\$19,023.75	0.00%	\$19,023.75
10-3701-430750	MISCELLANEOUS REVENUE-SANITATION	\$0.00	\$0.00	\$1,691.04	0.00%	\$1,691.04
10-3701-430900	DONATIONS & MISC-FIRE	\$15,500.00	\$0.00	\$155,871.82	1005.62%	\$140,371.82
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	\$0.00	\$4,155.00	34.63%	(\$7,845.00)
10-3701-431050	DONATIONS & MISC-RESCUE	\$3,000.00	\$250.00	\$9,287.37	309.58%	\$6,287.37
10-3701-431100	MISCELLANEOUS REVENUE-POLICE	\$4,000.00	\$1,390.00	\$15,150.10	378.75%	\$11,150.10
10-3701-431200	RESTITUTION	\$0.00	\$0.00	\$4.06	0.00%	\$4.06
<b>Total Dept: 3701</b>	<b>REVENUE</b>	<b>\$4,673,053.00</b>	<b>\$336,129.69</b>	<b>\$2,152,640.14</b>	<b>46.06%</b>	<b>(\$2,520,412.86)</b>
10-3702-433100	SALES TAX PROCEEDS	\$550,000.00	\$47,032.94	\$276,448.42	50.26%	(\$273,551.58)
10-3702-433200	MOTOR VEHICLE CARRIER TAX	\$5,000.00	\$265.01	\$2,334.82	46.70%	(\$2,665.18)
10-3702-433300	MOBILE HOME TITLING TAX	\$1,000.00	\$0.00	\$630.00	63.00%	(\$370.00)
10-3702-434000	COMM OF VA LAW ENFORCEMENT	\$150,000.00	\$0.00	\$89,052.00	59.37%	(\$60,948.00)
10-3702-434100	STREET & HWY MAINT.	\$1,354,717.00	\$335,151.86	\$670,303.72	49.48%	(\$684,413.28)
10-3702-434200	LITTER CONTROL	\$3,000.00	\$4,706.63	\$4,706.63	156.89%	\$1,706.63
10-3702-435200	POLICE GRANTS-OTHER	\$53,549.00	\$6,163.66	\$79,176.17	147.86%	\$25,627.17
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	\$0.00	\$28,500.00	37.46%	(\$47,587.00)
10-3702-435425	HIDTA FED GRANT	\$19,000.00	\$0.00	\$4,681.07	24.64%	(\$14,318.93)
10-3702-435450	RESTITUTION-NTF BUY MONEY	\$0.00	\$7,511.42	\$7,579.80	0.00%	\$7,579.80
10-3702-435500	EMS GRANTS	\$20,000.00	\$5,274.15	\$266,744.04	1333.72%	\$246,744.04
10-3702-435550	FIRE GRANTS	\$25,000.00	\$10,000.00	\$10,000.00	40.00%	(\$15,000.00)
10-3702-460000	OTHER STATE/FED REVENUE	\$14,500.00	\$0.00	\$11,488.49	79.23%	(\$3,011.51)
<b>Total Dept: 3702</b>	<b>REVENUE</b>	<b>\$2,286,853.00</b>	<b>\$416,105.67</b>	<b>\$1,451,645.16</b>	<b>63.48%</b>	<b>(\$835,207.84)</b>
10-3703-470000	TRANSFER IN FROM UT-ADM COST	\$809,492.00	\$181,055.00	\$371,729.00	45.92%	(\$437,763.00)
10-3703-471000	TRANSFER IN FROM UT-IT COST	\$49,000.00	\$18,884.00	\$41,269.00	84.22%	(\$7,731.00)
<b>Total Dept: 3703</b>	<b>REVENUE</b>	<b>\$858,492.00</b>	<b>\$199,939.00</b>	<b>\$412,998.00</b>	<b>48.11%</b>	<b>(\$445,494.00)</b>

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. \$16K was unrestricted. See GL summary on last page.

Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD	% Used	Unappropriated Help (Hurt)
10-3704-480000	FUND BALANCE ALLOCATION	\$16,375.00	\$0.00	\$0.00	0.00%	(\$16,375.00)
<b>Total Dept. 3704</b>		<b>\$16,375.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>(\$16,375.00)</b>
<b>Total Fund</b>	<b>General Fund</b>	<b>\$8,447,772.00</b>	<b>\$1,297,793.96</b>	<b>\$4,516,668.64</b>	<b>53.47%</b>	<b>(\$3,931,102.36)</b>
<b>General Fund Expenditures</b>						
<b>Department 4000</b>						
10-4000-500100	LEGAL	\$60,000.00	\$0.00	\$35,745.45	59.58%	\$24,254.55
<b>Total Dept. 4000</b>	<b>LEGAL</b>	<b>\$60,000.00</b>	<b>\$0.00</b>	<b>\$35,745.45</b>	<b>59.58%</b>	<b>\$24,254.55</b>
<b>Department 4010</b>						
10-4010-500000	COUNCIL	\$10,500.00	\$875.00	\$6,250.00	59.52%	\$4,250.00
10-4010-500150	SALARIES AND WAGES	\$12,000.00	\$1,000.00	\$5,000.00	41.67%	\$7,000.00
10-4010-501000	CLERK SALARY	\$1,720.00	\$143.42	\$860.52	50.03%	\$859.48
10-4010-501250	INS SOCIAL SECURITY	\$25.00	\$3.27	\$6.50	26.00%	\$18.50
10-4010-519000	INS WORKMENS COMPENSATION	\$2,000.00	\$2,196.25	\$3,518.98	175.95%	(\$1,518.98)
10-4010-525150	MISCELLANEOUS	\$5,000.00	\$0.00	\$193.45	3.87%	\$4,806.55
<b>Total Dept. 4010</b>	<b>TOWN EVENTS</b>	<b>\$31,245.00</b>	<b>\$4,217.94</b>	<b>\$15,829.45</b>	<b>50.66%</b>	<b>\$15,415.55</b>
<b>Department 4020</b>						
10-4020-500050	TOWN MANAGER	\$135,000.00	\$10,384.62	\$67,695.03	50.14%	\$67,304.97
10-4020-501000	TOWN MANAGER SALARY	\$583.00	\$761.60	\$4,976.78	853.65%	(\$4,393.78)
10-4020-501100	INS SOCIAL SECURITY	\$22,832.00	\$0.00	\$0.00	0.00%	\$22,832.00
10-4020-501150	INS HEALTH	\$331.00	\$0.00	\$0.00	0.00%	\$331.00
10-4020-501200	INS.-LIFE	\$58,000.00	\$0.00	\$0.00	0.00%	\$58,000.00
10-4020-501225	INS.-RETIREMENT PLAN	\$1,300.00	\$0.00	\$0.00	0.00%	\$1,300.00
10-4020-501250	VRS-VLDP	\$100.00	\$18.18	\$39.30	39.30%	\$60.70
	INS WORKMENS COMPENSATION					
10-4020-510250	DUES & MERBERSHIP	\$1,500.00	\$0.00	\$4,380.00	292.00%	(\$2,880.00)
10-4020-510350	OFFICE SUPPLIES	\$3,000.00	\$0.00	\$27.99	0.93%	\$2,972.01
10-4020-510550	TRAINING EXPENSE	\$2,000.00	\$0.00	\$500.00	25.00%	\$1,500.00
10-4020-510800	MOTOR FUEL & LUBRICATION	\$0.00	\$107.97	\$474.14	0.00%	(\$474.14)
10-4020-511100	SUPPLIES & MATERIALS	\$750.00	\$0.00	\$0.00	0.00%	\$750.00

This may require a budget amendment transfer from Police Department.

This results from VML dues and should be offset with savings in other line items.

10-4020-519000	MISCELLANEOUS	\$97,000.00	\$8,000.00	\$42,220.13	43.53%	\$54,779.87
<b>Total Dept. 4020</b>	<b>TOWN MANAGER</b>	<b>\$322,396.00</b>	<b>\$19,272.37</b>	<b>\$120,313.37</b>	<b>37.32%</b>	<b>\$202,082.63</b>
<b>Department 4030</b>	<b>HUMAN RESOURCES</b>					
10-4030-500000	SALARIES AND WAGES	\$97,733.00	\$7,142.03	\$46,705.08	47.79%	\$51,027.92
10-4030-501000	INS SOCIAL SECURITY	\$7,800.00	\$527.49	\$3,459.03	44.35%	\$4,340.97
10-4030-501100	INS HEALTH	\$16,863.00	\$2,022.00	\$10,924.00	64.78%	\$5,939.00
10-4030-501150	INS.-LIFE	\$472.00	\$41.37	\$248.22	52.59%	\$223.78
10-4030-501200	INS.-RETIREMENT PLAN	\$32,600.00	\$2,015.37	\$16,033.38	49.18%	\$16,566.62
10-4030-501225	VRS-VLDP	\$700.00	\$57.19	\$343.09	49.01%	\$356.91
10-4030-501250	INS WORKMENS COMPENSATION	\$500.00	\$12.60	\$27.14	5.43%	\$472.86
10-4030-510250	DUES & MERBERSHIP	\$300.00	\$19.99	\$151.67	50.56%	\$148.33
10-4030-510350	OFFICE SUPPLIES	\$250.00	\$0.00	\$57.28	22.91%	\$192.72
10-4030-510550	TRAINING EXPENSE	\$1,000.00	\$0.00	\$347.70	34.77%	\$652.30
10-4030-511100	SUPPLIES & MATERIALS	\$200.00	\$200.25	\$200.25	100.13%	(\$0.25)
10-4030-519000	MISCELLANEOUS	\$500.00	\$0.00	\$18.74	3.75%	\$481.26
<b>Total Dept. 4030</b>	<b>HUMAN RESOURCES</b>	<b>\$158,918.00</b>	<b>\$12,038.29</b>	<b>\$78,515.58</b>	<b>49.41%</b>	<b>\$80,402.42</b>
<b>Department 4040</b>	<b>FINANCE OFFICE</b>					
10-4040-500000	SALARIES AND WAGES	\$439,589.00	\$32,947.70	\$230,431.78	52.42%	\$209,157.22
10-4040-500150	OVERTIME	\$0.00	\$1,451.60	\$4,416.62	0.00%	(\$4,416.62)
10-4040-501000	INS SOCIAL SECURITY	\$33,700.00	\$2,532.12	\$17,328.33	51.42%	\$16,371.67
10-4040-501100	INS HEALTH	\$106,221.00	\$7,055.00	\$56,144.00	52.86%	\$50,077.00
10-4040-501150	INS.-LIFE	\$2,405.00	\$162.20	\$978.96	40.71%	\$1,426.04
10-4040-501200	INS.-RETIREMENT PLAN	\$146,000.00	\$9,395.05	\$76,920.61	52.69%	\$69,079.39
10-4040-501225	VRS-VLDP	\$2,100.00	\$167.99	\$1,055.95	50.28%	\$1,044.05
10-4040-501250	INS WORKMENS COMPENSATION	\$500.00	\$214.95	\$486.43	97.29%	\$13.57
10-4040-501300	INS GEN LIABILITY/BLDG	\$12,000.00	\$7,519.45	\$7,519.45	62.66%	\$4,480.55
10-4040-501350	INS AUTO	\$0.00	\$406.38	\$406.38	0.00%	(\$406.38)
10-4040-510000	CASH OVER & SHORT	\$0.00	\$0.00	(\$240.81)	0.00%	\$240.81
10-4040-510100	AUDITING & LEGAL	\$10,000.00	\$0.00	\$2,500.00	25.00%	\$7,500.00
10-4040-510125	CIGARETTE STAMPS	\$7,500.00	\$0.00	\$2,721.60	36.29%	\$4,778.40
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	\$68.52	\$382.88	5.11%	\$7,117.12
10-4040-510300	ADVERTISING	\$1,000.00	\$359.14	\$234.53	23.45%	\$765.47
10-4040-510350	OFFICE SUPPLIES	\$9,200.00	\$158.95	\$1,602.98	17.42%	\$7,597.02
10-4040-510400	POSTAGE	\$9,000.00	\$1,014.99	\$1,659.40	18.44%	\$7,340.60
10-4040-510425	CARD PROCESSING CHGS/ACH FEES/BANK ANAL	\$15,500.00	\$1,821.63	\$7,171.36	46.27%	\$8,328.64
10-4040-510450	TELEPHONE/INTERNET/COMM	\$5,500.00	\$361.39	\$2,415.78	43.92%	\$3,084.22
10-4040-510500	UNIFORMS	\$500.00	\$184.30	\$1,206.51	241.30%	(\$706.51)
10-4040-510550	TRAINING EXPENSE	\$1,000.00	\$85.40	\$676.62	67.66%	\$323.38
10-4040-510600	EQUIPMENT MAINTENANCE	\$5,500.00	\$376.01	\$1,804.28	32.81%	\$3,695.72

This results from expenses for Bo and Nathan and may require a budget amendment.

10-4040-510700	VEHICLE MAINT-INSIDE	\$750.00	\$929.13	\$2,065.10	275.35%	(\$1,315.10)
10-4040-510800	MOTOR FUEL & LUBRICATION	\$0.00	\$90.20	\$1,204.09	0.00%	(\$1,204.09)
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	\$100.00	\$815.86	27.20%	\$2,184.14
10-4040-511050	GROUPS & FACILITIES	\$1,000.00	\$0.00	\$0.00	0.00%	\$1,000.00
10-4040-511100	SUPPLIES & MATERIALS	\$4,500.00	\$145.66	\$705.67	15.68%	\$3,794.33
10-4040-511150	CLEANING SUPPLIES	\$5,000.00	\$594.70	\$2,740.67	54.81%	\$2,259.33
10-4040-519000	MISCELLANEOUS	\$5,500.00	\$793.00	\$4,346.47	79.03%	\$1,153.53
10-4040-525100	BUS TRANSIT	\$7,200.00	\$0.00	\$3,000.00	41.67%	\$4,200.00
<b>Total Dept. 4040</b>	<b>FINANCE OFFICE</b>	<b>\$846,365.00</b>	<b>\$68,935.46</b>	<b>\$432,701.50</b>	<b>51.12%</b>	<b>\$413,663.50</b>
This primarily results from IWORQ software support. We tried to cancel.						
<b>Department 4050</b>	<b>NON-DEPARTMENTAL</b>					
10-4050-500250	EMPLOYEE APPRECIATION	\$3,000.00	\$1,702.17	\$1,702.17	56.74%	\$1,297.83
10-4050-501150	INS.-LIFE	\$1,150.00	\$92.88	\$557.28	48.46%	\$592.72
10-4050-501250	INS WORKMENS COMPENSATION	\$0.00	(\$23,076.26)	\$85,531.94	0.00%	(\$85,531.94)
10-4050-501500	LITIGATION	\$0.00	\$0.00	\$3,675.00	0.00%	(\$3,675.00)
10-4050-511200	ELECTRICITY	\$115,000.00	\$13,429.32	\$55,788.11	48.51%	\$59,211.89
10-4050-511250	WATER	\$9,500.00	\$303.01	\$6,648.03	69.98%	\$2,851.97
10-4050-511300	SEWER	\$10,500.00	\$330.99	\$7,637.36	72.74%	\$2,862.64
10-4050-511350	GARBAGE	\$6,500.00	\$476.21	\$3,140.66	48.32%	\$3,359.34
10-4050-519000	MISCELLANEOUS	\$0.00	(\$22.00)	\$2,530.00	0.00%	(\$2,530.00)
Purchase of 1019 E. First St. Property.						
This results from the Cleverly's and cancelled Medallion Productions.						
10-4050-525150	DOWNTOWN ACTIVITY	\$0.00	\$100.00	\$16,691.97	0.00%	(\$16,691.97)
10-4050-525155	LIBRARY	\$1,000.00	\$479.26	\$479.26	47.93%	\$520.74
10-4050-525160	COAL MINERS MEM	\$700.00	\$455.00	\$455.00	65.00%	\$245.00
10-4050-525170	Chamber/Cart Bldg.	\$2,000.00	\$60.00	\$125.29	6.26%	\$1,874.71
10-4050-525175	FARMERS MARKET	\$750.00	\$66.24	\$196.04	26.14%	\$553.96
10-4050-525180	GREENWAY	\$0.00	\$233.18	\$492.76	0.00%	(\$492.76)
10-4050-525300	VET/CENT/HIST	\$1,000.00	\$0.00	\$1,421.25	142.13%	(\$421.25)
10-4050-525325	SECTION HOUSE	\$26,500.00	\$3,350.01	\$30,984.82	116.92%	(\$4,484.82)
10-4050-525350	TEEN CENTER	\$0.00	\$1,344.67	\$1,344.67	0.00%	(\$1,344.67)
<b>Total Dept. 4050</b>	<b>NON-DEPARTMENTAL</b>	<b>\$177,600.00</b>	<b>(\$675.32)</b>	<b>\$219,401.61</b>	<b>123.54%</b>	<b>(\$41,801.61)</b>
<b>Department 4060</b>	<b>IT DEPARTMENT</b>					
10-4060-500000	SALARIES AND WAGES	\$25,000.00	\$1,004.77	\$10,134.73	40.54%	\$14,865.27
10-4060-501000	INS SOCIAL SECURITY	\$3,400.00	\$76.87	\$775.31	22.80%	\$2,624.69
10-4060-501250	INS WORKMENS COMPENSATION	\$26.00	\$2.97	\$5.89	22.65%	\$20.11
10-4060-510625	IT SERVICE/MAINTENANCE	\$62,500.00	\$1,636.53	\$43,530.76	69.65%	\$18,969.24
10-4060-510900	EQUIPMENT	\$5,000.00	\$1,728.46	\$4,699.76	94.00%	\$300.24
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	\$10,800.00	51.43%	\$10,200.00
<b>Total Dept. 4060</b>	<b>IT DEPARTMENT</b>	<b>\$117,426.00</b>	<b>\$6,199.60</b>	<b>\$69,946.45</b>	<b>59.57%</b>	<b>\$47,479.55</b>



10-4140-511000	BUILDING REPAIRS/ADDITION	\$6,500.00	\$135.00	\$1,594.31	24.53%	\$4,905.69	
10-4140-511100	SUPPLIES & MATERIALS	\$7,500.00	\$0.00	\$239.87	3.20%	\$7,260.13	
10-4140-511150	CLEANING SUPPLIES	\$1,500.00	\$142.79	\$506.50	33.77%	\$993.50	
10-4140-519000	MISCELLANEOUS	\$7,500.00	\$5.00	\$3,739.63	49.86%	\$3,760.37	
10-4140-531000	INSURANCE-LAW ENFORCEMENT	\$8,500.00	\$5,842.50	\$5,842.50	68.74%	\$2,657.50	
This primarily results from lower than expected payments.							
10-4140-531025	LINE OF DUTY PAYMENTS	\$25,000.00	\$0.00	\$16,240.00	64.96%	\$8,760.00	
10-4140-531050	COURT COST	\$3,000.00	\$0.00	\$2,693.51	89.78%	\$306.49	
10-4140-531100	EXTRADITION & TRAVEL	\$750.00	\$0.00	\$0.00	0.00%	\$750.00	
10-4140-531200	TASK FORCE DONATION	\$7,000.00	\$0.00	\$7,000.00	100.00%	\$0.00	
10-4140-531250	VETERINARIAN SERVICES	\$5,000.00	\$0.00	\$2,457.21	49.14%	\$2,542.79	
10-4140-531300	REGIONAL JAIL	\$300.00	\$0.00	\$0.00	0.00%	\$300.00	
10-4140-531350	SPECIAL PROJECTS	\$12,000.00	\$1,125.05	\$7,892.27	65.77%	\$4,107.73	
<b>Total Dept. 4140</b>	<b>POLICE DEPARTMENT</b>	<b>\$2,253,856.00</b>	<b>\$203,153.38</b>	<b>\$1,060,365.91</b>	<b>47.05%</b>	<b>\$1,193,490.09</b>	
Department 4150							
10-4150-500000	FIRE DEPARTMENT	\$69,604.00	\$8,154.99	\$64,932.34	93.29%	\$4,671.66	A reclass entry is needed and/or remapping of employees to general ledger.
10-4150-500150	SALARIES AND WAGES	\$85,000.00	\$32.45	\$129.80	0.15%	\$84,870.20	
10-4150-501000	OVERTIME	\$7,825.00	\$620.04	\$5,287.17	67.57%	\$2,537.83	
10-4150-501100	INS SOCIAL SECURITY	\$14,400.00	\$709.00	\$4,254.00	29.54%	\$10,146.00	
10-4150-501150	INS HEALTH	\$210.00	\$21.15	\$126.90	60.43%	\$83.10	
10-4150-501200	INS.-LIFE	\$5,600.00	\$1,124.00	\$7,926.52	141.55%	(\$2,326.52)	
10-4150-501225	INS.-RETIREMENT PLAN	\$0.00	\$27.75	\$166.50	0.00%	(\$166.50)	
10-4150-501250	VRS-VLDP	\$5,200.00	\$1,503.46	\$3,761.73	72.34%	\$1,438.27	
10-4150-501300	INS WORKMENS COMPENSATION	\$2,100.00	\$977.47	\$977.47	46.55%	\$1,122.53	
10-4150-501350	INS GEN LIABILITY/BLDG	\$5,500.00	\$2,267.60	\$2,267.60	41.23%	\$3,232.40	
10-4150-50450	INS AUTO	\$5,500.00	\$398.77	\$2,590.44	47.10%	\$2,909.56	
10-4150-510500	TELEPHONE/INTERNET/COMM	\$2,000.00	\$0.00	\$0.00	0.00%	\$2,000.00	
10-4150-510550	UNIFORMS	\$1,500.00	\$0.00	\$0.00	0.00%	\$1,500.00	
10-4150-510600	TRAINING EXPENSE	\$1,000.00	\$0.00	\$99.92	9.99%	\$900.08	
10-4150-510650	EQUIPMENT MAINTENANCE	\$1,500.00	\$0.00	\$0.00	0.00%	\$1,500.00	
10-4150-510700	TWO-WAY RADIO MAINTENANCE	\$3,000.00	\$1,942.03	\$4,345.21	144.84%	(\$1,345.21)	
10-4150-510750	VEHICLE MAINT-INSIDE	\$10,000.00	\$0.00	\$2,689.23	26.89%	\$7,310.77	
10-4150-510800	VEHICLE MAINT-OUTSIDE	\$6,000.00	\$582.55	\$3,854.33	64.24%	\$2,145.67	
10-4150-510825	MOTOR FUEL & LUBRICATION	\$65,000.00	\$0.00	\$0.00	0.00%	\$65,000.00	
10-4150-510900	RETIREMENT OF DEBT	\$8,000.00	\$0.00	\$34,291.39	428.64%	(\$26,291.39)	This results from Atlantic Emergency Solutions cutting tools, covered by grants.
10-4150-510925	EQUIPMENT	\$1,500.00	\$0.00	\$0.00	0.00%	\$1,500.00	
10-4150-511000	RADIO EQUIPMENT	\$2,000.00	\$0.00	\$10,075.59	503.78%	(\$8,075.59)	This primarily results from the installation of mini-split AC systems.
10-4150-511100	BUILDING REPAIRS/ADDITION	\$6,000.00	\$8.55	\$1,516.50	25.28%	\$4,483.50	
10-4150-511200	SUPPLIES & MATERIALS	\$0.00	\$61.11	\$414.25	0.00%	(\$414.25)	
10-4150-519000	ELECTRICITY	\$1,000.00	\$269.82	\$1,098.88	109.89%	(\$98.88)	
10-4150-519000	MISCELLANEOUS						

This primarily results from higher than expected payments and may require a budget amendment.

This primarily results from the purchase of the Trailer King trailer.

This primarily results from the purchase of the Nexhaul trailer paid by congressional spending funds.

LINE OF DUTY PAYMENTS	\$0.00	\$16,240.00	147.64%	(\$5,240.00)
10-4150-531025	\$11,000.00	\$16,240.00	147.64%	(\$5,240.00)
<b>SPECIAL PROJECTS</b>				
10-4150-531350	\$1,500.00	\$4,644.81	309.65%	(\$3,144.81)
10-4150-532000	\$2,311.00	\$4,955.00	214.41%	(\$2,644.00)
10-4150-532025	\$3,000.00	\$0.00	0.00%	\$3,000.00
10-4150-532050	\$10,000.00	\$4,113.48	41.13%	\$5,886.52
10-4150-580800	\$15,508.00	\$0.00	0.00%	\$15,508.00
<b>Total Dept.4150</b>	<b>\$352,758.00</b>	<b>\$180,759.06</b>	<b>51.24%</b>	<b>\$171,998.94</b>
<b>RESCUE DEPARTMENT</b>				
10-4160-500000	\$332,863.00	\$193,391.62	58.10%	\$139,471.38
10-4160-500150	\$158,856.00	\$50,185.10	31.59%	\$108,670.90
10-4160-501000	\$35,483.00	\$17,926.43	50.52%	\$17,556.57
10-4160-501100	\$113,615.00	\$51,959.00	45.73%	\$61,656.00
10-4160-501150	\$1,481.00	\$726.02	49.02%	\$754.98
10-4160-501200	\$78,000.00	\$41,465.68	53.16%	\$36,534.32
10-4160-501225	\$250.00	\$190.12	76.05%	\$59.88
10-4160-501250	\$17,500.00	\$7,797.48	44.56%	\$9,702.52
10-4160-501300	\$1,100.00	\$584.55	53.14%	\$515.45
10-4160-501350	\$3,000.00	\$1,701.35	56.71%	\$1,298.65
10-4160-510250	\$5,500.00	\$3,097.32	56.31%	\$2,402.68
10-4160-510350	\$2,000.00	\$500.58	25.03%	\$1,499.42
10-4160-510450	\$3,500.00	\$2,266.28	64.75%	\$1,233.72
10-4160-510500	\$3,300.00	\$3,946.27	119.58%	(\$646.27)
10-4160-510550	\$2,000.00	\$0.00	0.00%	\$2,000.00
10-4160-510600	\$4,500.00	\$2,221.11	49.36%	\$2,278.89
10-4160-510650	\$1,000.00	\$1,184.19	118.42%	(\$184.19)
10-4160-510700	\$2,000.00	\$2,026.36	101.32%	(\$26.36)
10-4160-510750	\$29,000.00	\$12,598.36	43.44%	\$16,401.64
10-4160-510800	\$23,000.00	\$10,465.88	45.50%	\$12,534.12
10-4160-510900	\$30,000.00	\$16,244.69	54.15%	\$13,755.31
10-4160-511000	\$2,000.00	\$443.62	22.18%	\$1,556.38
10-4160-511100	\$5,500.00	\$110.51	2.01%	\$5,389.49
10-4160-511150	\$1,000.00	\$511.57	51.16%	\$488.43
10-4160-511175	\$33,500.00	\$6,115.04	18.25%	\$27,384.96
10-4160-511180	\$6,000.00	\$8,600.74	143.35%	(\$2,600.74)
10-4160-511200	\$0.00	\$414.26	0.00%	(\$414.26)
<b>MISCELLANEOUS</b>				
10-4160-519000	\$1,500.00	\$5,551.38	370.09%	(\$4,051.38)

This primarily results from lower than expected payments.

10-4160-531025	LINE OF DUTY PAYMENTS	\$22,000.00	\$0.00	\$13,195.00	59.98%	\$8,805.00	This primarily results from lower than expected payments.
10-4160-531350	SPECIAL PROJECTS	\$3,500.00	\$4,009.18	\$14,432.86	412.37%	(\$10,932.86)	
10-4160-532100	BILLING SERVICES/COLLECTIONS	\$45,000.00	\$3,930.49	\$26,298.01	58.44%	\$18,701.99	
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	\$298.62	\$440.94	17.64%	\$2,059.06	
<b>Total Dept. 4160</b>	<b>RESCUE DEPARTMENT</b>	<b>\$971,948.00</b>	<b>\$80,247.80</b>	<b>\$496,592.32</b>	<b>51.09%</b>	<b>\$475,355.68</b>	
<b>STREET DEPARTMENT</b>							
10-4210-500000	SALARIES AND WAGES	\$653,706.00	\$45,675.73	\$292,068.01	44.68%	\$361,637.99	
10-4210-500150	OVERTIME	\$0.00	\$4,310.20	\$15,727.10	0.00%	(\$15,727.10)	
10-4210-501000	INS SOCIAL SECURITY	\$50,025.00	\$3,624.91	\$22,696.85	45.37%	\$27,328.15	
10-4210-501100	INS HEALTH	\$192,529.00	\$19,591.00	\$117,124.00	60.83%	\$75,405.00	
10-4210-501150	INS-LIFE	\$4,217.00	\$288.18	\$1,698.53	40.28%	\$2,518.47	
10-4210-501200	INS-RETIREMENT PLAN	\$159,300.00	\$13,804.92	\$105,867.11	66.46%	\$53,432.89	
10-4210-501225	VRS-VLDP	\$3,000.00	\$236.26	\$1,373.35	45.78%	\$1,626.65	
10-4210-501250	INS WORKMENS COMPENSATION	\$24,000.00	\$6,712.99	\$15,097.50	62.91%	\$8,902.50	
10-4210-501300	INS GEN LIABILITY/BLDG	\$4,500.00	\$2,330.26	\$2,330.26	51.78%	\$2,169.74	
10-4210-501350	INS AUTO	\$7,400.00	\$5,103.48	\$5,103.48	68.97%	\$2,296.52	
10-4210-510250	DUES/MEMBERSHIP/SOFTWARE LICENSE FEES	\$1,000.00	\$8.55	\$143.03	14.30%	\$856.97	
10-4210-510450	TELEPHONE/INTERNET/COMM	\$3,300.00	\$164.20	\$2,239.57	67.87%	\$1,060.43	
10-4210-510500	UNIFORMS	\$20,500.00	\$2,326.22	\$9,846.99	48.03%	\$10,653.01	
10-4210-510550	TRAINING EXPENSE	\$8,000.00	\$0.00	\$270.00	3.38%	\$7,730.00	
10-4210-510700	VEHICLE MAINT-INSIDE	\$20,000.00	\$2,400.91	\$13,494.42	67.47%	\$6,505.58	
10-4210-510750	VEHICLE MAINT-OUTSIDE	\$12,000.00	\$1,135.11	\$1,221.83	10.18%	\$10,778.17	
10-4210-510800	MOTOR FUEL & LUBRICATION	\$35,000.00	\$3,608.69	\$20,379.66	58.23%	\$14,620.34	
10-4210-510900	EQUIPMENT	\$5,000.00	\$0.00	\$365.00	7.30%	\$4,635.00	
10-4210-511000	BUILDING REPAIRS/ADDITION	\$1,000.00	\$135.57	\$1,408.12	140.81%	(\$408.12)	
10-4210-511100	SUPPLIES & MATERIALS	\$19,600.00	\$996.12	\$6,180.22	31.53%	\$13,419.78	
10-4210-511200	ELECTRICITY	\$15,000.00	\$1,942.34	\$7,154.28	47.70%	\$7,845.72	
10-4210-511250	WATER	\$500.00	\$42.93	\$242.29	48.46%	\$257.71	
10-4210-511300	SEWER	\$800.00	\$56.23	\$324.00	40.50%	\$476.00	
10-4210-511350	GARBAGE	\$300.00	\$22.15	\$132.90	44.30%	\$167.10	
10-4210-511400	ENGINEERING	\$3,000.00	\$0.00	\$1,200.00	40.00%	\$1,800.00	
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	\$0.00	\$5,464.42	10.93%	\$44,535.58	This primarily results from IWORQ software support. We tried to cancel.
10-4210-519000	MISCELLANEOUS	\$0.00	\$5.00	\$3,667.68	0.00%	(\$3,667.68)	
10-4210-540000	STORM DRAINAGE	\$5,000.00	\$0.00	\$719.97	14.40%	\$4,280.03	
10-4210-540050	ST, BRIDGES, SIDEWALK MAINT	\$100,000.00	\$39.08	\$31,241.23	31.24%	\$68,758.77	
10-4210-540100	SNOW & ICE REMOVAL	\$40,000.00	\$2,175.51	\$2,175.51	5.44%	\$37,824.49	
10-4210-540125	MOWING	\$0.00	\$0.00	\$2,345.50	0.00%	(\$2,345.50)	
10-4210-540250	VDOT REIMBURSED EXPENSES	\$100,375.00	\$40,668.43	\$193,450.30	192.73%	(\$93,075.30)	We will propose salary budget amendments similar to FY 2025.

10-4210-570250	HAND TOOLS & EQUIPMENT	\$7,500.00	\$386.15	\$4,016.08	53.55%	\$3,483.92
<b>Total Dept.4210</b>	<b>STREET DEPARTMENT</b>	<b>\$1,547,552.00</b>	<b>\$157,791.12</b>	<b>\$886,769.19</b>	<b>57.30%</b>	<b>\$660,782.81</b>
<b>Department 4240</b>	<b>SANITATION DEPARTMENT</b>					
10-4240-500000	SALARIES AND WAGES	\$171,611.00	\$16,274.30	\$110,082.52	64.15%	\$61,528.48
10-4240-500150	OVERTIME	\$40,000.00	\$788.98	\$5,474.57	13.69%	\$34,525.43
10-4240-501000	INS SOCIAL SECURITY	\$12,747.00	\$1,246.15	\$8,822.75	69.21%	\$3,924.25
10-4240-501100	INS HEALTH	\$54,850.00	\$4,544.00	\$20,309.00	37.03%	\$34,541.00
10-4240-501150	INS-LIFE	\$1,506.00	\$87.46	\$478.20	31.75%	\$1,027.80
10-4240-501200	INS-RETIREMENT PLAN	\$119,894.00	\$4,628.01	\$35,030.69	29.22%	\$84,863.31
10-4240-501225	VRS-VLDP	\$1,265.00	\$102.27	\$575.14	45.47%	\$689.86
10-4240-501250	INS WORKMENS COMPENSATION	\$14,200.00	\$4,182.67	\$9,461.05	66.63%	\$4,738.95
10-4240-501350	INS AUTO	\$3,300.00	\$2,360.71	\$2,360.71	71.54%	\$939.29
10-4240-510500	UNIFORMS	\$5,200.00	\$1,277.25	\$3,534.86	67.98%	\$1,665.14
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	\$1,848.43	\$8,581.38	34.33%	\$16,418.62
10-4240-510750	VEHICLE MAINT-OUTSIDE	\$45,000.00	\$0.00	\$6,554.80	14.57%	\$38,445.20
10-4240-510800	MOTOR FUEL & LUBRICATION	\$20,000.00	\$3,281.23	\$6,970.71	34.85%	\$13,029.29
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	\$1,000.00	66.67%	\$500.00
10-4240-511100	SUPPLIES & MATERIALS	\$6,000.00	\$2,520.52	\$4,765.69	79.43%	\$1,234.31
10-4240-519000	MISCELLANEOUS	\$5,000.00	\$160.49	\$1,580.47	31.61%	\$3,419.53
10-4240-541000	GARBAGE CONTAINERS	\$23,500.00	\$0.00	\$0.00	0.00%	\$23,500.00
<b>Total Dept.4240</b>	<b>SANITATION DEPARTMENT</b>	<b>\$629,192.00</b>	<b>\$43,302.47</b>	<b>\$225,582.54</b>	<b>35.85%</b>	<b>\$403,609.46</b>
<b>Department 4290</b>	<b>RECREATION DEPARTMENT</b>					
10-4290-500000	SALARIES AND WAGES	\$150,552.00	\$10,034.71	\$85,572.22	56.84%	\$64,979.78
10-4290-500150	OVERTIME	\$0.00	\$0.00	\$219.02	0.00%	(\$219.02)
10-4290-501000	INS SOCIAL SECURITY	\$11,516.00	\$753.41	\$6,507.70	56.51%	\$5,008.30
10-4290-501100	INS HEALTH	\$14,454.00	\$1,418.00	\$8,508.00	58.86%	\$5,946.00
10-4290-501150	INS-LIFE	\$453.00	\$57.34	\$344.04	75.95%	\$108.96
10-4290-501200	INS-RETIREMENT PLAN	\$27,500.00	\$2,599.41	\$20,744.06	75.43%	\$6,755.94
10-4290-501225	VRS-VLDP	\$500.00	\$50.32	\$301.92	60.38%	\$198.08
10-4290-501250	INS WORKMENS COMPENSATION	\$2,200.00	\$582.84	\$1,614.90	73.40%	\$585.10
10-4290-501300	INS GEN LIABILITY/BLDG	\$4,200.00	\$2,223.55	\$2,223.55	52.94%	\$1,976.45
10-4290-510350	OFFICE SUPPLIES	\$300.00	\$0.00	\$0.00	0.00%	\$300.00
10-4290-510450	TELEPHONE/INTERNET/COMM	\$3,300.00	\$225.00	\$1,918.80	58.15%	\$1,381.20
10-4290-510600	EQUIPMENT MAINTENANCE	\$3,350.00	\$600.00	\$600.00	17.91%	\$2,750.00
10-4290-510700	VEHICLE MAINT-INSIDE	\$0.00	\$929.16	\$1,258.39	0.00%	(\$1,258.39)
10-4290-510800	MOTOR FUEL & LUBRICATION	\$0.00	\$46.20	\$318.11	0.00%	(\$318.11)
10-4290-511000	BUILDING REPAIRS/ADDITION	\$2,500.00	\$55.00	\$202.51	8.10%	\$2,297.49
10-4290-511100	SUPPLIES & MATERIALS	\$7,000.00	\$243.32	(\$643.53)	-9.19%	\$7,643.53
10-4290-519000	MISCELLANEOUS	\$3,500.00	\$37.94	\$1,185.54	33.87%	\$2,314.46
10-4290-550025	SPORTS EXPENSES	\$500.00	\$2,998.88	\$6,668.88	1333.78%	(\$6,168.88)
10-4290-550050	SWIMMING POOL SUPPLIES	\$6,500.00	\$0.00	\$3,339.82	51.38%	\$3,160.18
10-4290-550150	PARK MAINTENANCE	\$10,000.00	\$0.00	\$9,528.96	95.29%	\$471.04
10-4290-550200	CONCESSION STAND EXP	\$14,000.00	\$1,431.05	\$5,193.50	37.10%	\$8,806.50

10-4290-550250	SALES TAX-CONCESSION STAN	\$0.00	(\$1.59)	(\$5.06)	0.00%	\$5.06	
<b>Total Dept.4290</b>	<b>RECREATION DEPARTMENT</b>	<b>\$262,325.00</b>	<b>\$24,284.54</b>	<b>\$155,601.33</b>	<b>59.32%</b>	<b>\$106,723.67</b>	
<b>Department 5402</b>	<b>5402</b>						
10-5402-640000	VEHICLES, BOATS, ETC.	\$24,000.00	\$0.00	\$0.00	0.00%	\$24,000.00	
<b>Total Dept.5402</b>	<b>5402</b>	<b>\$24,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$24,000.00</b>	
<b>Department 5406</b>	<b>IT DEPARTMENT</b>						
10-5406-620000	IT COMPUTER EQUIPMENT	\$20,000.00	\$0.00	\$0.00	0.00%	\$20,000.00	
<b>Total Dept.5406</b>	<b>IT DEPARTMENT</b>	<b>\$20,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$20,000.00</b>	
<b>Department 5415</b>	<b>CAPITAL-FIRE</b>						
10-5415-630000	MACHINERY AND EQUIPMENT	\$57,000.00	\$0.00	\$0.00	0.00%	\$57,000.00	
<b>Total Dept.5415</b>	<b>CAPITAL-FIRE</b>	<b>\$57,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>	<b>\$57,000.00</b>	
<b>Department 5416</b>	<b>CAPITAL-RESCUE</b>						
10-5416-640000	VEHICLES, BOATS, ETC.	\$62,000.00	\$0.00	\$365,663.00	589.78%	(\$303,663.00)	This represents purchase of new ambulance, primarily paid with grants.
<b>Total Dept.5416</b>	<b>CAPITAL-RESCUE</b>	<b>\$62,000.00</b>	<b>\$0.00</b>	<b>\$365,663.00</b>	<b>589.78%</b>	<b>(\$303,663.00)</b>	
<b>Department 5421</b>	<b>CAPITAL-STREET</b>						
10-5421-630000	MACHINERY AND EQUIPMENT	\$0.00	\$2,500.00	\$32,631.36	0.00%	(\$32,631.36)	This includes the Maple Lane purchase.
<b>Total Dept.5421</b>	<b>INFRASTRUCTURE, DEPR. CAPITAL-STREET</b>	<b>\$400,000.00</b>	<b>\$2,500.00</b>	<b>\$50,125.00</b>	<b>12.53%</b>	<b>\$349,875.00</b>	
<b>Department 5424</b>	<b>CAPITAL-SANITATION</b>						
10-5424-640000	VEHICLES, BOATS, ETC.	\$0.00	\$0.00	\$284,587.80	0.00%	(\$284,587.80)	This represents purchase of new trash truck. Source of funding was the First Bank & Trust Note 1.
<b>Total Dept.5424</b>	<b>CAPITAL-SANITATION</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$284,587.80</b>	<b>0.00%</b>	<b>(\$284,587.80)</b>	
<b>Total Fund</b>	<b>General Fund</b>	<b>\$8,447,775.00</b>	<b>\$643,245.63</b>	<b>\$4,832,891.22</b>	<b>57.21%</b>	<b>\$3,614,883.78</b>	
	Fund Balance			\$5,375,505.99			
	Total Revenues		\$1,297,793.96	\$4,516,669.64			
	Less Total Expenditures		\$643,245.63	\$4,832,891.22			
	<b>Net Income</b>		<b>\$654,548.33</b>	<b>(\$316,221.58)</b>			
	New Fund Balance			\$5,059,284.41			
<b>Water Fund Revenues</b>							
<b>Account Number</b>	<b>Account Description</b>	<b>Estimated Revenue</b>	<b>Activity this Period</b>	<b>Revenue YTD</b>	<b>% Received</b>	<b>Unappropriated Help (Hurt)</b>	
20-3701-413300	INTEREST INCOME	\$2,700.00	\$390.58	\$2,836.35	105.05%	\$136.35	

Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD	% Used	Unappropriated Help (Hurt)
20-3701-413900	SALE OF SALVAGE & SURPLUS	\$0.00	\$0.00	\$25.00	0.00%	\$25.00
20-3701-420050	WATER COLLECTIONS	\$1,922,482.00	\$92,934.47	\$584,190.16	30.39%	(\$1,338,291.84)
20-3701-420200	PENALTIES	\$14,000.00	\$1,547.79	\$10,810.13	77.22%	(\$3,189.87)
20-3701-420250	SERVICE CHARGES	\$2,600.00	\$272.50	\$1,067.50	41.06%	(\$1,532.50)
20-3701-420300	WATER TAPS	\$8,500.00	\$0.00	\$4,300.00	50.59%	(\$4,200.00)
20-3701-430000	MISCELLANEOUS REVENUE	\$0.00	\$0.00	\$394.00	0.00%	\$394.00
<b>Total Dept. 3701</b>		<b>\$1,950,282.00</b>	<b>\$95,145.34</b>	<b>\$603,623.14</b>	<b>30.95%</b>	<b>(\$1,346,658.86)</b>
20-3702-413310	INTEREST INCOME-WAT DEBT	\$1,400.00	\$117.65	\$698.06	49.86%	(\$701.94)
20-3702-440000	CEDAR BLUFF WATER COLL	\$80,000.00	\$7,243.00	\$43,541.00	54.43%	(\$36,459.00)
20-3702-440100	TAZ. PSA WATER COLL	\$512,000.00	\$42,221.50	\$253,329.00	49.48%	(\$258,671.00)
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	\$415.00	41.50%	(\$585.00)
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	\$1,299.00	49.96%	(\$1,301.00)
<b>Total Dept. 3702</b>		<b>\$818,923.00</b>	<b>\$49,881.65</b>	<b>\$299,282.06</b>	<b>36.55%</b>	<b>(\$519,640.94)</b>
<b>Total Fund</b>	<b>Water Fund</b>	<b>\$2,769,205.00</b>	<b>\$145,026.99</b>	<b>\$902,905.20</b>	<b>32.61%</b>	<b>(\$1,866,299.80)</b>

**Water Fund Expenditures**

Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD	% Used	Unappropriated Help (Hurt)
<b>Department 4340</b>	<b>WATER TREATMENT PLANT</b>					
20-4340-500000	SALARIES AND WAGES	\$396,194.00	\$30,474.12	\$195,009.78	49.22%	\$201,184.22
20-4340-500150	OVERTIME	\$0.00	\$274.20	\$1,737.34	0.00%	(\$1,737.34)
20-4340-501000	INS SOCIAL SECURITY	\$30,352.00	\$2,245.19	\$14,665.73	48.32%	\$15,686.27
20-4340-501100	INS HEALTH	\$119,595.00	\$11,609.00	\$68,446.00	57.23%	\$51,149.00
20-4340-501150	INS.-LIFE	\$2,098.00	\$168.80	\$1,014.80	48.37%	\$1,083.20
20-4340-501200	INS.-RETIREMENT PLAN	\$132,000.00	\$8,605.52	\$67,878.86	51.42%	\$64,121.14
20-4340-501225	VRS-VLDP	\$1,500.00	\$131.93	\$781.89	52.13%	\$718.11
20-4340-501250	INS WORKMENS COMPENSATION	\$8,800.00	\$2,222.34	\$4,759.28	54.08%	\$4,040.72
20-4340-501300	INS GEN LIABILITY/BLDG	\$8,100.00	\$4,351.65	\$4,351.65	53.72%	\$3,748.35
20-4340-501350	INS AUTO	\$1,200.00	\$592.90	\$592.90	49.41%	\$607.10
20-4340-510100	AUDITING & LEGAL	\$10,000.00	\$0.00	\$2,500.00	25.00%	\$7,500.00
20-4340-510150	PRINTING & BINDING	\$0.00	\$0.00	\$1,700.00	0.00%	(\$1,700.00)
20-4340-510250	DUES & MEMBERSHIP	\$3,400.00	\$8.55	\$1,682.03	49.47%	\$1,717.97

This line item was reduced in the FY 2026 budget and may require a budget amendment.

20-4340-510400	POSTAGE	\$4,000.00	\$1,853.83	\$8,148.56	203.71%	(\$4,148.56)
20-4340-510450	TELEPHONE/INTERNET/COMM	\$3,800.00	\$194.16	\$1,644.15	43.27%	\$2,155.85
20-4340-510500	UNIFORMS	\$6,500.00	\$464.50	\$3,045.97	46.88%	\$3,453.03
20-4340-510550	TRAINING EXPENSE	\$2,400.00	\$0.00	\$226.00	9.42%	\$2,174.00
20-4340-510600	EQUIPMENT MAINTENANCE	\$12,000.00	\$129.84	\$4,876.02	40.63%	\$7,123.98
20-4340-510625	IT SERVICE/EQ.	\$1,500.00	\$0.00	\$95.00	6.33%	\$1,405.00
20-4340-510700	VEHICLE MAINT-INSIDE	\$200.00	\$929.14	\$1,330.77	665.39%	(\$1,130.77)

20-4340-510750	VEHICLE MAINT-OUTSIDE	\$0.00	\$0.00	\$442.87	0.00%	(\$442.87)
20-4340-510800	MOTOR FUEL & LUBRICATION	\$4,500.00	\$184.50	\$1,431.89	31.82%	\$3,068.11
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	\$60.00	\$60.00	\$377.21	18.86%	\$1,622.79
20-4340-511100	SUPPLIES & MATERIALS	\$6,000.00	\$14.45	\$889.98	14.83%	\$5,110.02
20-4340-511200	ELECTRICITY	\$125,000.00	\$17,642.66	\$79,451.35	63.56%	\$45,548.65
20-4340-511250	WATER	\$2,000.00	\$174.21	\$988.94	49.45%	\$1,011.06
20-4340-511300	SEWER	\$0.00	\$4,243.08	\$25,432.91	0.00%	(\$25,432.91)
20-4340-511350	GARBAGE	\$500.00	\$34.26	\$205.56	41.11%	\$294.44
20-4340-511400	ENGINEERING	\$0.00	\$0.00	\$7,750.00	0.00%	(\$7,750.00)
20-4340-519000	MISCELLANEOUS	\$1,700.00	\$0.00	\$1,368.85	80.52%	\$331.15
20-4340-560000	CHEMICALS-TREATMENT	\$133,000.00	\$12,914.76	\$62,003.27	46.62%	\$70,996.73
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	\$0.00	\$7,830.00	74.57%	\$2,670.00
20-4340-560150	WATER QUALITY TESTING	\$8,000.00	\$1,974.80	\$4,776.25	59.70%	\$3,223.75
20-4340-562000	PLANT PARTS	\$10,000.00	\$0.00	\$2,261.85	22.62%	\$7,738.15
20-4340-562050	CHEMICALS / SUPPLIES-LAB	\$8,000.00	\$0.00	\$2,679.43	33.49%	\$5,320.57
20-4340-595100	TRANSFER OUT-ADM EXPENSE (GF)	\$231,164.00	\$55,107.00	\$113,142.00	48.94%	\$118,022.00
20-4340-595200	TRANSFER OUT-IT EXPENSE (GF)	\$12,000.00	(\$480.00)	\$5,002.00	41.68%	\$6,998.00
<b>Total Dept.4340</b>	<b>WATER TREATMENT PLANT</b>	<b>\$2,007,153.00</b>	<b>\$156,125.39</b>	<b>\$700,522.09</b>	<b>34.90%</b>	<b>\$1,306,630.91</b>
<b>Total Fund</b>	<b>Water Fund</b>	<b>\$2,007,153.00</b>	<b>\$156,125.39</b>	<b>\$700,522.09</b>	<b>34.90%</b>	<b>\$1,306,630.91</b>

This results from McGill Associates fees.

Fund Balance	\$6,208,813.57
Total Revenues	\$902,905.20
Less Total Expenditures	\$700,522.09
<b>Net Income</b>	<b>\$202,383.11</b>
New Fund Balance	\$6,411,196.68

**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	\$41.73	\$1,293.35	56.23%	(\$1,006.65)
30-3701-413800	WWTP-LAB TEST/SEPTIC TRET	\$400.00	\$0.00	\$0.00	0.00%	(\$400.00)
30-3701-413900	SALE OF SALVAGE & SURPLUS	\$0.00	\$0.00	\$1,332.20	0.00%	\$1,332.20
30-3701-420100	SEWER COLLECTIONS	\$1,629,738.00	\$119,042.47	\$736,001.61	45.16%	(\$893,736.39)
30-3701-420200	PENALTIES	\$22,000.00	\$1,914.71	\$13,692.97	62.24%	(\$8,307.03)
30-3701-420250	SERVICE CHARGES	\$1,600.00	\$242.50	\$577.50	36.09%	(\$1,022.50)
30-3701-420350	SEWER TAPS	\$0.00	\$0.00	\$500.00	0.00%	\$500.00
30-3701-430000	MISCELLANEOUS REVENUE	\$0.00	\$0.00	\$3,066.54	0.00%	\$3,066.54
<b>Total Dept.3701</b>	<b>REVENUE</b>	<b>\$1,656,038.00</b>	<b>\$121,241.41</b>	<b>\$756,464.17</b>	<b>45.68%</b>	<b>(\$899,573.83)</b>
30-3702-413320	INTEREST INCOME-VRA	\$2,600.00	\$391.36	\$2,318.05	89.16%	(\$281.95)
30-3702-440400	CEDAR BLUFF SEWER COLL	\$91,000.00	\$8,711.00	\$52,266.00	57.44%	(\$38,734.00)



30-4380-561000	HEATING OIL/FUEL	\$30,000.00	\$3,579.85	\$13,556.18	45.19%	\$16,443.82
30-4380-561100	PERMIT FEES	\$18,700.00	\$0.00	\$11,218.00	59.99%	\$7,482.00
30-4380-561150	WATER-LIFT STATION	\$1,000.00	\$0.00	\$227.35	22.74%	\$772.65
30-4380-561200	ELECTRICITY-LIFT STATION	\$22,000.00	\$1,276.78	\$9,490.69	43.14%	\$12,509.31
30-4380-561250	OUTSIDE LAB TESTING	\$7,100.00	\$1,932.22	\$6,626.97	93.34%	\$473.03
30-4380-561300	PLANT METERING & INSTRU.	\$2,000.00	\$22.78	\$882.28	44.11%	\$1,117.72
30-4380-561350	OUTSIDE SLUDGE HAULING	\$17,000.00	\$1,075.10	\$9,509.50	55.94%	\$7,490.50
30-4380-562000	PLANT PARTS	\$29,000.00	\$0.00	\$9,101.80	31.39%	\$19,898.20
30-4380-562050	CHEMICALS / SUPPLIES-LAB	\$43,000.00	\$0.00	\$9,681.34	22.51%	\$33,318.66
30-4380-595100	TRANSFER OUT-ADM EXPENSE (GF)	\$161,164.00	\$38,420.00	\$78,881.00	48.94%	\$82,283.00
30-4380-595200	TRANSFER OUT-IT EXPENSE (GF)	\$13,000.00	(\$520.00)	\$5,419.00	41.68%	\$7,581.00
<b>Total Dept.4380</b>	<b>WASTEWATER TREATMENT PLANT</b>	<b>\$2,209,542.00</b>	<b>\$131,804.17</b>	<b>\$664,340.00</b>	<b>30.07%</b>	<b>\$1,545,202.00</b>
<b>Total Fund</b>	<b>Sewer Fund</b>	<b>\$2,209,542.00</b>	<b>\$131,804.17</b>	<b>\$664,340.00</b>	<b>30.07%</b>	<b>\$1,545,202.00</b>

Fund Balance  
Total Revenues \$7,332,799.74  
Less Total Expenditures \$940,228.22  
**Net Income \$664,340.00**  
New Fund Balance **\$275,888.22**  
\$7,608,687.96

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

Account Number	Account Description	Estimated Revenue	Activity this Period	Revenue YTD	% Received	Unappropriated Help (Hurt)
40-3701-413600	CONTRACT WORK-SEW/WAT LIN	\$0.00	\$0.00	\$67.82	0.00%	\$67.82
40-3701-430000	MISCELLANEOUS REVENUE	\$0.00	\$0.00	\$190.00	0.00%	\$190.00
<b>Total Dept.3701</b>	<b>REVENUE</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$257.82</b>	<b>0.00%</b>	<b>\$257.82</b>
<b>Total Fund</b>	<b>Water/Sewer Line Maintenance Fund</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$257.82</b>	<b>0.00%</b>	<b>\$257.82</b>

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

Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD	% Used	Unappropriated Help (Hurt)
40-4360-500000	WATER/SEWER LINE MAINT	\$300,480.00	\$22,137.84	\$146,353.21	48.71%	\$154,126.79
40-4360-500150	SALARIES AND WAGES	\$0.00	\$474.00	\$7,179.00	0.00%	(\$7,179.00)
40-4360-501000	OVERTIME	\$33,849.00	\$1,657.26	\$11,318.48	33.44%	\$22,530.52
40-4360-501100	INS SOCIAL SECURITY	\$86,255.00	\$9,085.00	\$55,928.00	64.84%	\$30,327.00
40-4360-501150	INS HEALTH	\$1,324.00	\$139.17	\$786.61	59.41%	\$537.39
40-4360-501200	INS.-LIFE	\$89,100.00	\$6,351.96	\$49,904.52	56.01%	\$39,195.48
40-4360-501225	INS.-RETIREMENT PLAN	\$600.00	\$85.41	\$451.93	75.32%	\$148.07
40-4360-501250	VRS-VLDP	\$7,800.00	\$1,739.52	\$3,621.23	46.43%	\$4,178.77
40-4360-501300	INS WORKMENS COMPENSATION	\$1,500.00	\$678.23	\$678.23	45.22%	\$821.77
40-4360-501350	INS GEN LIABILITY/BLDG	\$1,800.00	\$1,092.44	\$1,092.44	60.69%	\$707.56
40-4360-510450	INS AUTO	\$2,200.00	\$57.40	\$1,045.85	47.54%	\$1,154.15
40-4360-510450	TELEPHONE/INTERNET/COMM					

40-4360-510500	UNIFORMS	\$6,000.00	\$411.05	\$3,557.37	59.29%	\$2,442.63	
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	\$929.16	\$10,981.94	87.86%	\$1,518.06	
40-4360-510750	VEHICLE MAINT-OUTSIDE	\$3,700.00	\$0.00	\$445.72	12.05%	\$3,254.28	
40-4360-510800	MOTOR FUEL & LUBRICATION	\$12,000.00	\$625.79	\$4,111.34	34.26%	\$7,888.66	
40-4360-510900	EQUIPMENT	\$2,500.00	\$698.17	\$1,063.17	42.53%	\$1,436.83	
40-4360-511000	BUILDING REPAIRS/ADDITION	\$1,000.00	\$0.00	\$133.76	13.38%	\$866.24	
40-4360-511100	SUPPLIES & MATERIALS	\$12,000.00	\$80.55	\$1,975.39	16.46%	\$10,024.61	
40-4360-511200	ELECTRICITY	\$4,500.00	\$367.88	\$1,762.69	39.17%	\$2,737.31	
40-4360-511250	WATER	\$100.00	\$12.91	\$61.99	61.99%	\$38.01	
40-4360-511300	SEWER	\$150.00	\$16.38	\$75.17	50.11%	\$74.83	
40-4360-511350	GARBAGE	\$250.00	\$22.15	\$132.90	53.16%	\$117.10	
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	\$13,945.14	103.30%	(\$445.14)	
40-4360-511550	METERS & RELATED EQ	\$30,000.00	\$7,084.95	\$16,306.39	54.35%	\$13,693.61	
40-4360-511600	MISS UTILITY SERVICE FEES	\$150.00	\$15.20	\$65.55	43.70%	\$84.45	
This primarily results from IWORQ software support. We tried to cancel.							
40-4360-519000	MISCELLANEOUS	\$3,000.00	\$0.00	\$2,782.67	92.76%	\$217.33	
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	\$182.15	\$182.15	9.11%	\$1,817.85	
40-4360-563125	MAINS, LINES & VALVE MAINT	\$12,500.00	\$488.67	\$488.67	3.91%	\$12,011.33	
40-4360-563150	GRAVEL/STONE	\$5,000.00	\$967.85	\$4,874.18	97.48%	\$125.82	
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	\$33.19	\$193.95	6.26%	\$2,906.05	
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	\$20,843.00	\$20,843.00	41.69%	\$29,157.00	
<b>Total Dept.4360</b>	<b>WATER/SEWER LINE MAINT</b>	<b>\$716,658.00</b>	<b>\$76,277.28</b>	<b>\$362,342.64</b>	<b>50.56%</b>	<b>\$354,315.36</b>	
<b>Total Fund</b>	<b>Water/Sewer Line Maintenance Fund</b>	<b>\$716,658.00</b>	<b>\$76,277.28</b>	<b>\$362,342.64</b>	<b>50.56%</b>	<b>\$354,315.36</b>	
Fund Balance							
Total Revenues							
Less Total Expenditures:							
<b>Net Income</b>							
New Fund Balance							
(\$3,621,588.48)							
\$257.82							
\$362,342.64							
(\$362,084.82)							
(\$3,983,673.30)							
<b>Electric Fund Revenues</b>	<b>Account Number</b>	<b>Account Description</b>	<b>Estimated Revenue</b>	<b>Activity this Period</b>	<b>Revenue YTD</b>	<b>% Received</b>	<b>Unappropriated Help (Hurt)</b>
	50-3701-412100	UTILITY POLE PERMITS	\$12,000.00	\$425.00	\$1,350.00	11.25%	(\$10,650.00)
	50-3701-413300	INTEREST INCOME	\$23,000.00	\$1,087.31	\$11,668.08	50.73%	(\$11,331.92)
	50-3701-413700	CONTRACT WORK-ELECTRIC	\$11,000.00	\$0.00	\$91.25	0.83%	(\$10,908.75)
	50-3701-420000	ELECTRICAL COLLECTIONS	\$8,090,189.00	\$863,709.36	\$3,820,973.91	47.23%	(\$4,269,215.09)
	50-3701-420200	PENALTIES	\$90,000.00	\$10,454.53	\$62,005.91	68.90%	(\$27,994.09)
	50-3701-420250	SERVICE CHARGES	\$2,000.00	\$535.00	\$1,355.00	67.75%	(\$645.00)

Account Number	Account Description	Approp Amount	Activity this Period	Expenditure YTD	% Used	Unappropriated Help (Hurt)
50-3701-420600	POWER COST ADJUSTMENT	\$475,000.00	\$170,195.08	\$741,158.87	156.03%	\$266,158.87
50-3701-430000	MISCELLANEOUS REVENUE	\$1,153,628.00	\$0.00	\$5,425.00	0.47%	(\$1,148,203.00)
<b>Total Dept.3701</b>	<b>REVENUE</b>	<b>\$9,856,817.00</b>	<b>\$1,046,406.28</b>	<b>\$4,644,028.02</b>	<b>47.11%</b>	<b>(\$5,212,788.98)</b>
<b>Total Fund</b>	<b>Electric Fund</b>	<b>\$9,856,817.00</b>	<b>\$1,046,406.28</b>	<b>\$4,644,028.02</b>	<b>47.11%</b>	<b>(\$5,212,788.98)</b>
<b>Electric Fund Expenditures</b>						
<b>Account Number</b>	<b>Account Description</b>	<b>Approp Amount</b>	<b>Activity this Period</b>	<b>Expenditure YTD</b>	<b>% Used</b>	<b>Unappropriated Help (Hurt)</b>
<b>Department 4400</b>	<b>ELECTRICAL DEPARTMENT</b>					
50-4400-500000	SALARIES AND WAGES	\$250,942.00	\$14,926.00	\$107,588.98	42.87%	\$143,353.02
50-4400-500150	OVERTIME	\$0.00	\$198.64	\$5,004.09	0.00%	(\$5,004.09)
50-4400-501000	INS SOCIAL SECURITY	\$19,200.00	\$1,083.81	\$8,303.12	43.25%	\$10,896.88
50-4400-501100	INS HEALTH	\$68,938.00	\$5,860.00	\$35,160.00	51.00%	\$33,778.00
50-4400-501150	INS.-LIFE	\$1,324.00	\$95.45	\$572.70	43.26%	\$751.30
50-4400-501200	INS.-RETIREMENT PLAN	\$87,000.00	\$5,366.50	\$42,800.99	49.20%	\$44,199.01
50-4400-501225	VRS-VLDP	\$500.00	\$40.10	\$240.60	48.12%	\$259.40
50-4400-501250	INS WORKMENS COMPENSATION	\$2,200.00	\$431.61	\$1,016.76	46.22%	\$1,183.24
50-4400-501300	INS GEN LIABILITY/BLDG	\$7,100.00	\$4,534.16	\$5,900.16	83.10%	\$1,199.84
50-4400-501350	INS AUTO	\$4,300.00	\$2,273.80	\$2,273.80	52.88%	\$2,026.20
50-4400-510100	AUDITING & LEGAL	\$25,000.00	\$45.87	\$9,655.67	38.62%	\$15,344.33
50-4400-510150	PRINTING & BINDING	\$5,700.00	\$0.00	\$1,700.00	29.82%	\$4,000.00
50-4400-510250	DUES & MERBERSHIP	\$17,200.00	\$136.55	\$10,359.90	60.23%	\$6,840.10
50-4400-510350	OFFICE SUPPLIES	\$500.00	\$57.71	\$220.31	44.06%	\$279.69
50-4400-510400	POSTAGE	\$4,000.00	\$1,844.83	\$6,164.41	154.11%	(\$2,164.41)
50-4400-510450	TELEPHONE/INTERNET/COMM	\$2,500.00	\$16.74	\$652.50	26.10%	\$1,847.50
50-4400-510500	UNIFORMS	\$5,000.00	\$508.38	\$2,704.04	54.08%	\$2,295.96
50-4400-510550	TRAINING EXPENSE	\$1,500.00	\$359.29	\$669.33	44.62%	\$830.67
50-4400-510600	EQUIPMENT MAINTENANCE	\$10,000.00	\$0.00	\$4,789.05	47.89%	\$5,210.95
50-4400-510625	IT SERVICE/EQ	\$1,100.00	\$0.00	\$176.38	16.03%	\$923.62
50-4400-510700	VEHICLE MAINT-INSIDE	\$2,500.00	\$1,034.20	\$5,789.63	231.59%	(\$3,289.63)
50-4400-510750	VEHICLE MAINT-OUTSIDE	\$7,500.00	\$0.00	\$2,281.50	30.42%	\$5,218.50
50-4400-510800	MOTOR FUEL & LUBRICATION	\$15,000.00	\$737.46	\$5,730.76	38.21%	\$9,269.24
50-4400-510825	RETIREMENT OF DEBT	\$0.00	\$0.00	\$0.00	0.00%	\$534,000.00
50-4400-510900	EQUIPMENT	\$4,000.00	\$0.00	\$856.35	21.41%	\$3,143.65
50-4400-511000	BUILDING REPAIRS/ADDITION	\$500.00	\$0.00	\$557.22	111.44%	(\$57.22)
50-4400-511100	SUPPLIES & MATERIALS	\$15,000.00	\$631.25	\$1,289.32	8.60%	\$13,710.68
50-4400-511150	CLEANING SUPPLIES	\$750.00	\$19.89	\$19.89	2.65%	\$730.11
50-4400-511200	ELECTRICITY	\$12,000.00	\$1,357.14	\$4,986.03	41.55%	\$7,013.97
50-4400-511250	WATER	\$200.00	\$6.22	\$37.20	18.60%	\$162.80
50-4400-511300	SEWER	\$200.00	\$9.25	\$75.23	37.62%	\$124.77
50-4400-511350	GARBAGE	\$400.00	\$22.16	\$132.96	33.24%	\$267.04

This is offset by interest expense.  
We will post a line item budget amendment.

50-4400-511400	ENGINEERING	\$31,000.00	\$3,032.37	\$40,081.64	129.30%		This results from Blueringe Power Agency fees, including generator studies.
50-4400-511450	LEASE PROP & RIGHT OF WAY	\$13,000.00	\$51,506.00	\$61,010.42	469.31%		(\$9,081.64)
50-4400-511550	METERS & RELATED EQ	\$12,000.00	\$0.00	\$7.50	0.06%		(\$48,010.42)
50-4400-511600	MISS UTILITY SERVICE FEES	\$600.00	\$16.00	\$65.10	10.85%		\$11,992.50
							\$534.90
50-4400-519000	MISCELLANEOUS	\$1,500.00	\$1,006.48	\$6,216.85	414.46%		This primarily results from IWORQ software support. We tried to cancel.
50-4400-570000	POWER PURCHASED	\$8,228,000.00	\$741,909.20	\$3,571,658.56	43.41%		(\$4,716.85)
50-4400-570100	TRANSFORMERS & EQUIP	\$10,000.00	\$0.00	\$2,188.40	21.88%		\$4,656,341.44
50-4400-570150	SAFETY EQ & SUPPLIES	\$2,000.00	\$0.00	\$513.61	25.68%		\$7,811.60
50-4400-570200	HAND TOOLS & EQUIPMENT	\$2,000.00	\$0.00	\$156.99	7.85%		\$1,486.39
50-4400-570250	STREET LIGHTING	\$11,000.00	\$26.30	\$26.30	0.24%		\$1,843.01
50-4400-570300	UTILITY POLES	\$2,000.00	\$0.00	\$0.00	0.00%		\$10,973.70
50-4400-570350	LOW VOLTAGE DISTRIBUTION	\$7,500.00	\$0.00	\$2,812.23	37.50%		\$2,000.00
50-4400-570400	HIGH VOLTAGE DISTRIBUTION	\$10,000.00	\$0.00	\$6,625.63	66.26%		\$4,687.77
50-4400-570450	SUBSTATION EQ.	\$4,000.00	\$1,482.42	\$1,508.47	37.71%		\$3,374.37
							\$2,491.53
							This results from earlier than expected transformer maintenance.
50-4400-570500	SUBSTATION MAINTENANCE	\$4,500.00	\$0.00	\$17,272.95	383.84%		(\$12,772.95)
50-4400-570550	FIBER OPTIC EQUIP/SUPPLY	\$8,000.00	\$0.00	\$150.43	1.88%		\$7,849.57
50-4400-570600	GLOVE/BLANKET TESTING	\$4,500.00	\$0.00	\$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
							This is offset by retirement of debt. We will post a line item budget amendment.
50-4400-580800	INTEREST EXPENSE	\$0.00	\$8,922.21	\$337,774.82	0.00%		(\$337,774.82)
50-4400-595100	TRANSFER OUT-ADM EXPENSE (GF)	\$367,164.00	\$87,528.00	\$179,706.00	48.94%		\$187,458.00
50-4400-595200	TRANSFER OUT-IT EXPENSE (GF)	\$24,000.00	(\$959.00)	\$10,005.00	41.69%		\$13,995.00
<b>Total Dept.4400</b>	<b>ELECTRICAL DEPARTMENT</b>	<b>\$9,856,818.00</b>	<b>\$936,066.99</b>	<b>\$4,505,751.98</b>	<b>45.71%</b>		<b>\$5,351,066.02</b>
<b>Department 5440</b>	<b>CAPITAL-ELECTRIC</b>						
50-5440-680000	NATURAL GAS GENERATION PROJECT	\$0.00	\$0.00	\$2,031,918.00	0.00%		(\$2,031,918.00)
<b>Total Dept.5440</b>	<b>CAPITAL-ELECTRIC</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,031,918.00</b>	<b>0.00%</b>		<b>(\$2,031,918.00)</b>
<b>Total Fund</b>	<b>Electric Fund</b>	<b>\$9,856,818.00</b>	<b>\$936,066.99</b>	<b>\$6,537,669.98</b>	<b>66.33%</b>		<b>\$3,319,148.02</b>
	Fund Balance			(\$11,586,728.06)			
	Total Revenues		\$1,046,406.28	\$4,644,028.02			
	Less Total Expenditures:		\$936,066.99	\$6,537,669.98			
	<b>Net Income w/Generator</b>		<b>\$110,339.29</b>	<b>(\$1,893,641.96)</b>			
	New Fund Balance			(\$13,480,370.02)			
	<b>Net Income w/o Generator</b>		<b>110,339.29</b>	<b>138,276.04</b>			



**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
<b>10-3704-480000</b>	<b>FUND BALANCE ALLOCATION</b>									
YEAR FORWARD BALANCE										
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	\$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	\$0.00
					Mth 1	\$60,000.00	\$0.00	\$0.00	\$0.00	\$0.00
					Total	(\$76,375.00)	\$0.00	\$0.00	\$0.00	\$0.00
To Appropriate Funds to the VDOT Reimbursement Expense from the Fund Balance Allocation Restricted Funds	6	1/2/2026	BE128188			(\$76,375.00)	\$0.00	\$0.00	\$0.00	\$0.00
					Mth 6	(\$16,375.00)	\$0.00	\$0.00	\$0.00	\$0.00
					Total	(\$16,375.00)	\$0.00	\$0.00	\$0.00	\$0.00
YTD Total for 10-3704-480000						FUND BALANCE ALLOCATION				
Total for Fund 10						(\$16,375.00)	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total						(\$16,375.00)	\$0.00	\$0.00	\$0.00	\$0.00



**Town of Richlands**  
**Reserve Analysis: 2025 -2026**  
**General Fund**  
**As of December 31, 2025**

		<u>Comments</u>
<b><u>Actual</u></b>		
Reserved Cash Balance	\$1,618,597	
<b>Unreserved Cash Balance</b>	<b>1,978,157</b>	<b>\$296K increase from November primarily results from the receipt of real estate taxes.</b>
Less: Adjustments	0	
<b>Total Cash Balance</b>	<b><u><u>\$3,596,754</u></u></b>	
<b><u>Projected</u></b>		
Unreserved Cash Balance Rolling 12 Month Low	\$726,325	Based on lowest point during January 2025 through December 2025
Less: Adjustments	0	
Less: Projected Operating Revenues	<b>(843,140)</b>	Budgeted revenue of \$8,431,397*10%
<b>Surplus (Shortage)</b>	<b><u><u>(\$116,815)</u></u></b>	<b>No change from November</b>



**Town of Richlands**  
**Reserve Analysis: 2025 -2026**  
**Water Department**  
**As of December 31, 2025**

<u>Actual</u>		<u>Comments</u>
Reserved Cash Balance	\$1,120,073	
<b>Unreserved Cash Balance</b>	<b>512,142</b>	<b>\$59K decrease from November</b>
Total Cash Balance	<u><u>\$1,632,215</u></u>	
<u>Projected</u>		
Unreserved Cash Balance Rolling 12 Month Low	\$512,142	Based on lowest point during January 2025 through December 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
<b>Surplus (Shortage)</b>	<u><u>(\$1,048)</u></u>	<b>\$21K decrease from November</b>



**Town of Richlands**  
**Reserve Analysis: 2025 -2026**  
**Sewer Department**  
**As of December 31, 2025**

<u>Actual</u>		<u>Comments</u>
Reserved Cash Balance	\$498,557	
<b>Unreserved Cash Balance</b>	<b>(431,831)</b>	<b>\$20K decrease from November</b>
Less: Adjustments	0	
Total Cash Balance	<u><u>\$66,726</u></u>	
<u>Projected</u>		
Unreserved Cash Balance Rolling 12 Month Low	(\$468,660)	Based on lowest point during January 2025 through December 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
<b>Surplus (Shortage)</b>	<u><u>(\$999,949)</u></u>	<b>\$22K increase from November</b>



**Town of Richlands**  
**Reserve Analysis: 2025 -2026**  
**Electric Department**  
**As of December 31, 2025**

<u>Actual</u>		<u>Comments</u>
Reserved Cash Balance	\$2,140,148	
<b>Unreserved Cash Balance</b>		\$538K decrease from November primarily results from two AMP bills paid in December. October was paid on 12/2/25 and November was paid on <b>(649,398)</b> 12/30/25.
Total Cash Balance	\$1,490,750	
<u>Projected</u>		
Unreserved Cash Balance Rolling 12 Month Low	( <b>\$1,741,434</b> )	Based on lowest point during January 2025 through December 2025
Less: Projected Expenses	( <b>2,421,333</b> )	Budgeted expense of \$7,264,000*4 months/12months
Less: Projected Debt Service Payments	( <b>105,473</b> )	Budgeted payments of \$0*4 months/12months
<b>Surplus (Shortage)</b>	<b>(<u>\$4,268,241</u>)</b>	<b>No change from November</b>



2025-2026		ACCOUNT	JULY	AUGUST	SEPT	OCTOBER	NOVEMBER	DECEMBER
<b>BANK</b>								
<b>GENERAL FUND:</b>								
<b>CASH ON HAND</b>			(\$11,055.18)	(\$11,055.18)	(\$11,055.18)	(\$11,055.18)	(\$11,055.18)	(\$11,055.18)
TRUPOINT		ASSET-RLDS PD	\$7,942.54	\$1.00	\$3.78	\$3.78	\$3.78	\$3.78
TRUPOINT		FIRE PGR.	\$9,175.75	\$9,175.83	\$9,175.91	\$9,175.99	\$9,176.07	\$9,176.15
<b>FIRST COMMUNITY</b>		<b>INTEREST CK</b>	(\$1,190,769.30)	(\$1,125,059.68)	(\$1,182,296.66)	(\$1,183,454.97)	(\$1,201,331.06)	(\$1,182,553.31)
		<b>INTEREST SAV</b>	\$2,019,522.46	\$1,908,273.38	\$2,142,231.38	\$1,798,762.92	\$2,772,332.81	\$3,048,627.96
		<b>PAYROLL</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		<b>POP UP RICHLANDS</b>	\$27,402.04	\$27,402.04	\$27,402.04	\$27,402.04	\$27,402.04	\$27,402.04
		<b>SAV-GENERAL(DTF)</b>	\$201,122.36	\$197,903.47	\$196,166.71	\$194,603.27	\$200,692.40	\$198,729.40
<b>1ST SENT.</b>		<b>FIRE DEPT.</b>	\$41,935.45	\$48,115.26	\$47,653.08	\$44,157.39	\$43,524.24	\$43,527.94
		<b>RESCUE DEPT.</b>	\$2,271.00	\$2,271.00	\$2,271.00	\$1,642.79	\$1,892.79	\$2,142.79
		<b>STATE ASSET-DTF</b>	\$19,100.18	\$19,101.85	\$19,103.37	\$19,105.10	\$19,106.56	\$19,108.19
		<b>FED ASSET-RLDS PD</b>	\$7,446.66	\$4,193.19	\$4,193.52	\$4,193.90	\$4,194.22	\$4,194.58
		<b>FED FORF-DTF</b>						
		<b>C.D. -8000002/1300943</b>	\$121,036.54	\$121,036.54	\$122,071.98	\$122,071.98	\$122,071.98	\$123,137.18
		<b>SAV-GENERAL (EMPLOYEE FLOWER)</b>	\$859.30	\$861.30	\$947.30	\$953.30	\$908.10	\$992.10
		<b>SAV-GENERAL (SECTION HOUSE)</b>	\$7,355.94	\$7,455.94	\$11,520.94	\$8,435.71	\$8,100.41	\$6,548.43
		<b>SAV-GENERAL (COAL MINERS MEM)</b>	\$22,731.38	\$22,731.38	\$22,731.38	\$22,731.38	\$22,731.38	\$22,276.38
<b>MCNB</b>		<b>SHOP WITH A COP</b>	\$20,314.71	\$20,769.71	\$20,769.71	\$20,769.71	\$17,469.71	\$17,469.71
<b>VDOT HIGHWAY MAINT FUNDS</b>			\$1,112,169.77	\$991,021.52	\$1,326,173.38	\$1,143,664.89	\$931,874.45	\$1,267,026.00
<b>TOTAL GENERAL FUND</b>			\$2,418,561.60	\$2,244,198.55	\$2,759,063.64	\$2,223,164.00	\$2,969,094.70	\$3,596,754.14
<b>UNDESIGNATED / UNRESERVED - Governmental</b>			\$938,734.52	\$893,195.06	\$1,070,951.52	\$726,324.75	\$1,682,018.55	\$1,978,156.65
<b>WATER DEPARTMENT:</b>								
		<b>CASH ON HAND</b>	(\$27,393.99)	(\$27,393.99)	(\$27,393.99)	(\$27,393.99)	(\$27,393.99)	(\$27,393.99)
<b>TRUPOINT</b>		<b>WATER DEBT</b>	\$922,981.24	\$923,098.83	\$923,212.63	\$923,330.25	\$923,444.08	\$923,561.73
<b>LEGACY/CLINCH VA I.C.D. -WATER 67815</b>			\$108,469.17	\$108,521.32	\$108,937.57	\$109,295.72	\$109,667.03	\$110,027.58

2025-2026	ACCOUNT	JULY	AUGUST	SEPT	OCTOBER	NOVEMBER	DECEMBER
<b>BANK</b>	<b>ACCOUNT</b>						
<b>FIRST COMMUNITY</b>	<b>INTEREST CK</b>	<b>(\$1,973,857.83)</b>	<b>(\$1,960,852.83)</b>	<b>(\$1,967,772.73)</b>	<b>(\$1,994,509.66)</b>	<b>(\$2,016,258.51)</b>	<b>(\$2,044,213.82)</b>
	<b>INTEREST SAV</b>	\$2,223,289.90	\$2,212,020.02	\$2,206,713.61	\$2,231,830.74	\$2,291,352.61	\$2,260,119.91
	<b>PAYROLL</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>1ST SENT.</b>	<b>KENTS RIDGE PROJ</b>	\$16,315.68	\$16,317.11	\$9,017.69	\$29,360.01	\$29,362.26	\$49,704.81
	<b>WATER O &amp; M #9087</b>	\$323,493.80	\$323,522.16	\$323,547.86	\$323,577.11	\$323,601.94	\$323,629.42
	<b>C.D. UT 1 - #6014724</b>	\$35,733.17	\$36,253.72	\$36,253.72	\$36,253.72	\$36,778.86	\$36,778.86
<b>TOTAL WATER DEPARTMENT</b>		<b>\$1,629,031.14</b>	<b>\$1,631,486.34</b>	<b>\$1,612,516.36</b>	<b>\$1,631,743.90</b>	<b>\$1,670,554.28</b>	<b>\$1,632,214.50</b>
<b>UNDESIGNATED / UNRESERVED-Water</b>		<b>\$545,531.88</b>	<b>\$547,295.36</b>	<b>\$535,094.75</b>	<b>\$533,504.20</b>	<b>\$571,302.05</b>	<b>\$512,141.52</b>
<b>SEWER DEPARTMENT:</b>							
	<b>CASH ON HAND</b>	\$4,917.19	\$4,917.19	\$4,917.19	\$4,917.19	\$4,917.19	\$4,917.19
<b>TRUPOINT</b>	<b>VRA BOND</b>	\$459,256.99	\$459,647.04	\$460,024.83	\$460,415.54	\$460,793.96	\$461,185.32
<b>FIRST COMMUNITY</b>	<b>INTEREST CK</b>	<b>(\$1,528,621.99)</b>	<b>(\$1,556,492.10)</b>	<b>(\$1,579,942.77)</b>	<b>(\$1,578,958.51)</b>	<b>(\$1,633,677.09)</b>	<b>(\$1,659,526.93)</b>
	<b>INTEREST SAV</b>	\$606,268.61	\$600,220.27	\$615,062.80	\$658,868.46	\$724,903.80	\$731,351.26
	<b>PAYROLL</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>1st Sent.</b>	<b>WWTP O &amp; M #9090</b>	\$491,221.05	\$491,264.11	\$491,303.15	\$491,347.56	\$491,385.26	\$491,426.99
	<b>C.D. UT 1 - #6014724</b>	\$36,326.00	\$36,846.55	\$36,846.55	\$36,846.55	\$37,371.69	\$37,371.69
<b>TOTAL SEWER DEPARTMENT</b>		<b>\$69,367.85</b>	<b>\$36,403.06</b>	<b>\$28,211.75</b>	<b>\$73,436.79</b>	<b>\$85,694.81</b>	<b>\$66,725.52</b>
<b>UNDESIGNATED / UNRESERVED-Sewer</b>		<b>(\$426,215.14)</b>	<b>(\$460,090.53)</b>	<b>(\$468,659.63)</b>	<b>(\$423,825.30)</b>	<b>(\$412,470.84)</b>	<b>(\$431,831.49)</b>
<b>ELECTRIC DEPARTMENT:</b>							
	<b>CASH ON HAND</b>	\$33,731.98	\$33,731.98	\$33,731.98	\$33,731.98	\$33,731.98	\$33,731.98
<b>TRUIST/BB&amp;T</b>	<b>UT DEPOSIT</b>	\$3,522.53	\$3,522.56	\$3,522.59	\$3,522.62	\$3,522.65	\$3,522.68
<b>FIRST COMMUNITY</b>	<b>INTEREST CK</b>	\$3,263,816.44	\$3,341,644.54	\$3,365,537.44	\$3,419,069.11	\$3,175,718.94	\$3,223,720.93
	<b>INTEREST SAV</b>	<b>(\$4,323,268.72)</b>	<b>(\$4,891,616.70)</b>	<b>(\$5,048,693.43)</b>	<b>(\$5,197,757.27)</b>	<b>(\$3,323,601.51)</b>	<b>(\$3,910,373.17)</b>
	<b>PAYROLL</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>1ST SENT.</b>	<b>C.D. UT -#4724/4732/4740</b>	\$281,793.98	\$283,706.53	\$283,706.53	\$283,706.53	\$285,803.97	\$285,803.97





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

<u>Description</u>	<u>G/L Account</u>	<u>Lender</u>	<u>Principal</u>	<u>Balance</u>	<u>Payment - Principal &amp; Interest</u>	<u>Frequency</u>	<u>Interest Rate</u>	<u>Maturity</u>
Fire Truck	10-0000-280600	First Community Bank	\$700,000	\$372,020	\$79,711	Annual	2.40%	3/13/2030
Trash Truck	10-0000-280800	First Bank & Trust	\$284,588	\$284,588	\$19,355	Interest - Semi-Annual Principal - Annual	5.05%	11/1/2050
Fire Truck Tanker	10-0000-280900	First Bank & Trust	\$36,393	\$36,393	\$2,906	Interest - Semi-Annual Principal - Annual	5.05%	11/1/2050
Kents Ridge Water 1	20-0000-280100	VRA	\$2,002,799	\$734,360	\$33,380	Semi-Annual	0.00%	1/1/2037
Kents Ridge Water 2	20-0000-280150	VRA	\$438,037	\$167,914	\$7,301	Semi-Annual	0.00%	4/1/2037
Birmingham Water	20-0000-280000	VRA	\$110,833	\$32,083	\$2,917	Semi-Annual	0.00%	8/1/2031
Birmingham Sewer	30-0000-280050	VRA	\$874,451	\$269,062	\$22,422	Semi-Annual	0.00%	8/1/2031
Electric Generator	50-0000-280700	First Bank & Trust	\$12,645,470	\$12,645,470	\$946,477	Interest - Semi-Annual Principal - Annual	5.05%	11/1/2050
Caterpillar Loader - Capital Lease		Caterpillar Financial Services	\$213,743	\$187,743	\$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	\$1,969,788	\$13,763	Monthly	5.5%	7/3/2035
Total Outstanding				<u>\$16,897,376</u>				



# Town of Richlands, VA

## Town Council Meeting

### Staff Summary

#### Action Item

<b>Agenda Title:</b>	PSA/Cedar Bluff FY 2021 – FY 2024 Reconciliations		
<b>Staff Contact(s):</b>	Ronnie Campbell		
<b>Agenda Date:</b>	February 10, 2026	<b>Item Number:</b>	
<b>Attachment(s):</b>	1.	PSA Reconciliation and Reimbursement/Billing - Water	
	2.	PSA Reconciliation and Reimbursement/Billing - Wastewater	
	3.	Cedar Bluff Reconciliation and Reimbursement/Billing - Water	
	4.	Cedar Bluff Reconciliation and Reimbursement/Billing - Wastewater	
<b>Reviewed By:</b>	Susan Whitt		

#### **SUMMARY:**

Finance has completed the FY 2021 – FY 2024 annual billing reconciliations for Tazewell PSA and Cedar Bluff. This included a review of their annual budget billings to actual audited results and reserve account balances. The water and wastewater reserve account balances represent annual budgeted O&M, capital and debt service. The debt service was paid off in 2015 and 2021, respectively, for Cedar Bluff and Tazewell PSA. Cedar Bluff is still owed their annual budgeted debt service.

The water and wastewater contracts have been amended to allow monthly billings based on actuals and will not be reconciled annually to budget. This eliminates the need for O&M and capital reserves and improves the overall process. Debt service continues to be based on the annual budgeted amount when there are outstanding loan balances.

#### **FINANCIAL IMPACT AND FUNDING SOURCE:**

The annual reconciliations resulted in net billings/refunds with the respective parties. These amounts will be added to or deducted from the unrestricted fund balances. The reserve balances will be reimbursed from their respective accounts. See attachments for actual amounts.



**RECOMMENDATION:**

Given the importance of timely business partner reconciliations and settlement of outstanding balances, Staff recommends The Town Council approve the annual billings/refunds. This shall include the reserve account balances associated with the process improvement and transition to monthly actual billings.



Tazewell County PSA  
Water Plant Reserve Account  
GL Account 20-0000-115400  
11/30/2025

Reserve Balance	\$323,602
PSA's Portion of O&M Balance $\$323,602 * .449642 / .519922$ )	<u>\$279,859</u>
Reserve Adjustment	<u>(\$279,859)</u>
<u>O&amp;M/Capital Adjustment</u>	
FY 2021	(\$52,325)
FY 2022	3,514
FY 2023	11,480
FY2024	88,246
Total O&M/Capital Adjustment	<u>\$50,915</u>
Due (Refund)	<u>(\$228,944)</u>



Tazewell County PSA  
Wastewater Plant Reserve Account  
GL Account 30-0000-115350  
11/30/2025

Reserve Balance	\$491,385
PSA's Portion of O&M Balance $\$491,385 * .225915 / .302381$ )	<u>\$367,124</u>
Reserve Adjustment	<u>(\$367,124)</u>
<u>O&amp;M/Capital Adjustment</u>	
FY 2021	(\$16,297)
FY 2022	(6,917)
FY 2023	(21,212)
FY2024	(7,576)
Total O&M/Capital Adjustment	<u>(\$52,002)</u>
Due (Refund)	<u>(\$419,126)</u>



Cedar Bluff  
Wastewater Plant Reserve Account  
GL Account 30-0000-115350  
11/30/2025

Reserve Balance	\$491,385
Cedar Bluff's Portion of O&M Balance $\$491,385 * .076466 / .302381$ )	<u>\$124,261</u>
Reserve Adjustment	<u>(\$124,261)</u>
<u>O&amp;M/Capital Adjustment</u>	
FY 2021	(\$5,889)
FY 2022	(2,955)
FY 2023	(6,787)
FY2024	(2,652)
Total O&M/Capital Adjustment	<u>(\$18,283)</u>
Due (Refund)	<u><u>(\$142,544)</u></u>



Cedar Bluff  
Water Plant Reserve Account  
GL Account 20-0000-115400  
11/30/2025

Reserve Balance	\$323,602
Cedar Bluff's Portion of O&M Balance $\$323,602 * .07028 / .519922$ )	<u>\$43,743</u>
Reserve Adjustment	<u>(\$43,743)</u>
<u>O&amp;M/Capital Adjustment</u>	
FY 2021	(\$10,171)
FY 2022	1,147
FY 2023	3,576
FY2024	27,813
Total O&M/Capital Adjustment	<u>\$22,365</u>
One Year of Debt Paid Off in FY 2015	(\$37,600)
Due (Refund)	<u><u>(\$58,978)</u></u>



# Town of Richlands, VA

## Town Council Meeting

### Staff Summary

#### Action Item

<b>Agenda Title:</b>	Budget Amendment		
<b>Staff Contact(s):</b>	Ronnie Campbell		
<b>Agenda Date:</b>	February 10, 2025	<b>Item Number:</b>	
<b>Attachment(s):</b>			
<b>Reviewed By:</b>	Susan Whitt		

#### **SUMMARY:**

As The Town of Richlands continues to progress through FY 2026 additional budget amendments have been identified for the reimbursement of approved Street Department labor, materials and expenses. This is consistent with amendments in FY 2025 and the recent review completed by our auditors.

#### **FINANCIAL IMPACT AND FUNDING SOURCE:**

The financial impact and funding source includes the use of VDOT revenues from the Fund Balance Allocation revenue account (restricted fund balance).

#### **RECOMMENDATION:**

Staff recommends The Town Council review and approve the budget amendments to allow continued services, operating efficiencies and a safe environment for the staff and citizens by directing VDOT revenues to the proper expense items.



To: Don Marr, Interim Town Manager

Date Submitted: 2/10/2026

SUBJECT: Budget Amendment

Date of Council Action: 2/10/2026

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

The purpose of the amendment is to appropriate funds to the Public Works Street Department VDOT Reimbursement Expenses account and the Fund Balance Allocation revenue account (restricted funds) in the amount of \$400,999 for the Town of Richlands' labor, materials and equipment during July – December 2025. This is consistent with the previous fiscal year amendments and the recent review completed by our auditors.

	Account No.	Title	Department	Amount
Revenue Account:	10-3704-480000	Fund Balance Allocation	3704 Revenue	-\$400,999
				<u>-\$400,999</u>
	Account No.	Title	Department	Amount
Expense Account:	10-4210-540250	VDOT Reimbursed Expenses	Public Works Street	\$400,999
				<u>\$400,999</u>

Department Head \_\_\_\_\_

Department Head \_\_\_\_\_

This request has been checked for proper account numbers and verified that the amendment is balanced. If the request is to record a grants' acceptance or amendment, the Finance Department has received a copy thereof and it appears to be in order.

Remarks: \_\_\_\_\_

Yes  No

Finance Officer: Ronnie Campbell

**ACTION OF TOWN MANAGER**

          X           - Approved for Council Action

                           - Disapproved

**ACTION OF COUNCIL**

                           - Approved

                           - Disapproved

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



**VDOT TOTALS JULY 2025 TO JUNE 2026**

	LABOR	FRINGE BENE.	MATERIALS	EQUIPMENT	STREET LIGHT	OVERHEAD	TOTAL PER QUARTER
FIRST QTR	\$39,108.48	\$27,442.42	\$6,106.66	\$47,544.03	\$27,199.66	\$5,676.86	\$153,078.11
SECOND QTR	\$56,341.51	\$39,534.84	\$51,686.96	\$136,823.62	\$27,199.66	\$14,984.95	\$326,571.54
THIRD QTR		\$0.00				\$0.00	\$0.00
FOURTH QTR		\$0.00				\$0.00	\$0.00
TOTAL	\$95,449.99	\$66,977.26	\$57,793.62	\$184,367.65	\$54,399.32	\$20,661.81	\$479,649.65
EXTRA EXPENSES	\$21,724						
GRAND TOTAL	\$501,374						
VDOT REIMBURSED EXPENSES BUDGET	\$100,375						
BUDGET AMENDMENT	\$400,999						



<b>VDOT 2025-2026 Extra Expenditures</b>		
Traffic lights		
Traffic light maintains		
Schwartz (Bridge Inspection)		
Railroad Management Co IV LLC (Crossings)	\$21,724.35	
Clatterbuck Pavement Markings,LLC	\$76,374.60	Included in previous budget amendment.
W-L Construction & Paving, Inc		
Jones Road & Bridge		
Director of Accounts Payable(Sara)		
<b>Total:</b>	<b>\$98,098.95</b>	





## **Richlands Fire Rescue**

### **Monthly Report**

**January 2026**

**33- Total Calls**

**12-Town**

**21-County**

**11-MVC**

**1-Brush Fires**

**4-Smoke Alarms/CO Alarms**

**3-Reports of Smoke**

**2-Structure Fires**

**0-Vehicle Fires**

**1-Trees Down in Roadway**

**0-Road Hazards**

**1-Electrical Poles/ Power Lines**

**6-EMS Bake Ups**

**0-Explosion**

**2-Mutual Aid**

**2-Propane/Gas Leak**

**Smoke Alarms Installed (18)**

**Co Alarms Installed (3)**

**Smoke Alarms given out (0)**

**CO Alarms Given Out (0)**



**JANUARY 2026  
MONTHLY TRAFFIC SUMMARY**

Improper Registration	2	Failure to Obey Highway Signs	1
Speeding	1	Drive Too Fast for Conditions of Road	1
No Insurance	1	Driving Without a License	2
Defective Tail Lights	1		
WARNING- Fail to Obey Stop Sign		WARNING- Improper Registration	

**TOTAL NUMBER TRAFFIC SUMMONS ISSUED: 9**

**ANIMAL CONTROL / ORDINANCE VIOLATIONS SUMMARY**

Dog at Large/ Transported to Shelter	1		
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**TOTAL NUMBER ANIMAL CONTROL / ORDINANCE VIOLATIONS ACTIONS: 1**

**COUNCIL REPORT**

**February 1, 2026**

TOTAL CALLS FOR SERVICE THROUGH JANUARY 31, 2026	555
TOTAL CALLS THROUGH JANUARY 31, 2025	640

**DECREASE OF 85**

TOTAL CALLS FOR THE MONTH OF JANUARY 2026	555
TOTAL CALLS FOR THE MONTH OF JANUARY 2025	640



Town of Richlands EMS  
 1800 Third St. / 200 Washington Sq.  
 Richlands Va. 24641

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

*From The Desk Of:*

*EMS Director - Chief Matt Whited*

**Monthly Council Report For Council: Rescue Division**

**Month: Jan. 2026 EMS Calls Total: 265**

**Year To Date EMS Calls Total: 265**

<i>Group</i>	<i>COUNT</i>	<i>PCT</i>
<b>Cancelled</b>	<b>4</b>	
<b>Cancelled Enroute</b>	<b>5</b>	
<b>Cancelled on Scene / or Prior Response</b>	<b>7</b>	
<b>Dead at Scene -Resuscitation Not Attempted (With Transport)</b>	<b>1</b>	
<b>No Patient Found, No patient contact</b>	<b>7</b>	
<b>No Treatment Required</b>	<b>6</b>	
<b>Patient Dead at Scene -No Resuscitation Attempted (With Transport)</b>	<b>2</b>	
<b>Patient Refused Care</b>	<b>46</b>	
<b>Asst. Public, Standby, Standby no service, Asst. Agency</b>	<b>1</b>	
<b>Treated, Transported by EMS</b>	<b>186</b>	
<b>TOTAL</b>	<b>265</b>	

*Rescue Division Updates / News / Info: We do have our EMT class going on with 6 students in it 5 been fire- rescue employees, 1 hospital employee. I hope to apply for another Ambulance grant March 15<sup>th</sup> cycle this would replace a 2014 Ambulance #551 it would take 18-24 months delivery time if we were awarded the 80/20% grant.*



**TOWN OF RICHLANDS  
TRANSIT SERVICE ACTIVITY REPORT  
SECOND QUARTER  
JULY 2025 TO DECEMBER 2025**

The following is the Activity Report for the second quarter of the fiscal year. The period is July 2025 through December 2025. **There were a total of 6,669 one-way trips during this 6-month period.**

The number of trips by month is as follows:

July 2025	1,290
August 2025	1,224
September 2025	1,002
October 2025	1,133
November 2025	982
December 2025	1,038

The breakout by pick-up points of boarding for the 6-month period is as follows:

Brickyard Shopping Center	1,805
Carter Shopping Center	170
Clinch Valley Medical Center	204
Doran Grocery	708
Downtown Shops	239
Fairfax Apartments	49
Good Samaritan Food Pantry	422
Hunter's Ridge Apartments	644
Magic City Shopping Center	219
Oxford Square Apartments	1,323
Richlands Mall	730
Town Hall	80
William Fields Park	76

Thank you for your support.

Prepared by  
Jennifer Raines  
Four County Transit







**GREYSTONE**  
CONSTRUCTION

# SALT & SAND STORAGE EXPERTS

We've erected THOUSANDS of fabric buildings across the United States  
and are trusted by DOT, municipalities and private firms.



**TRUSTED SINCE 1987**

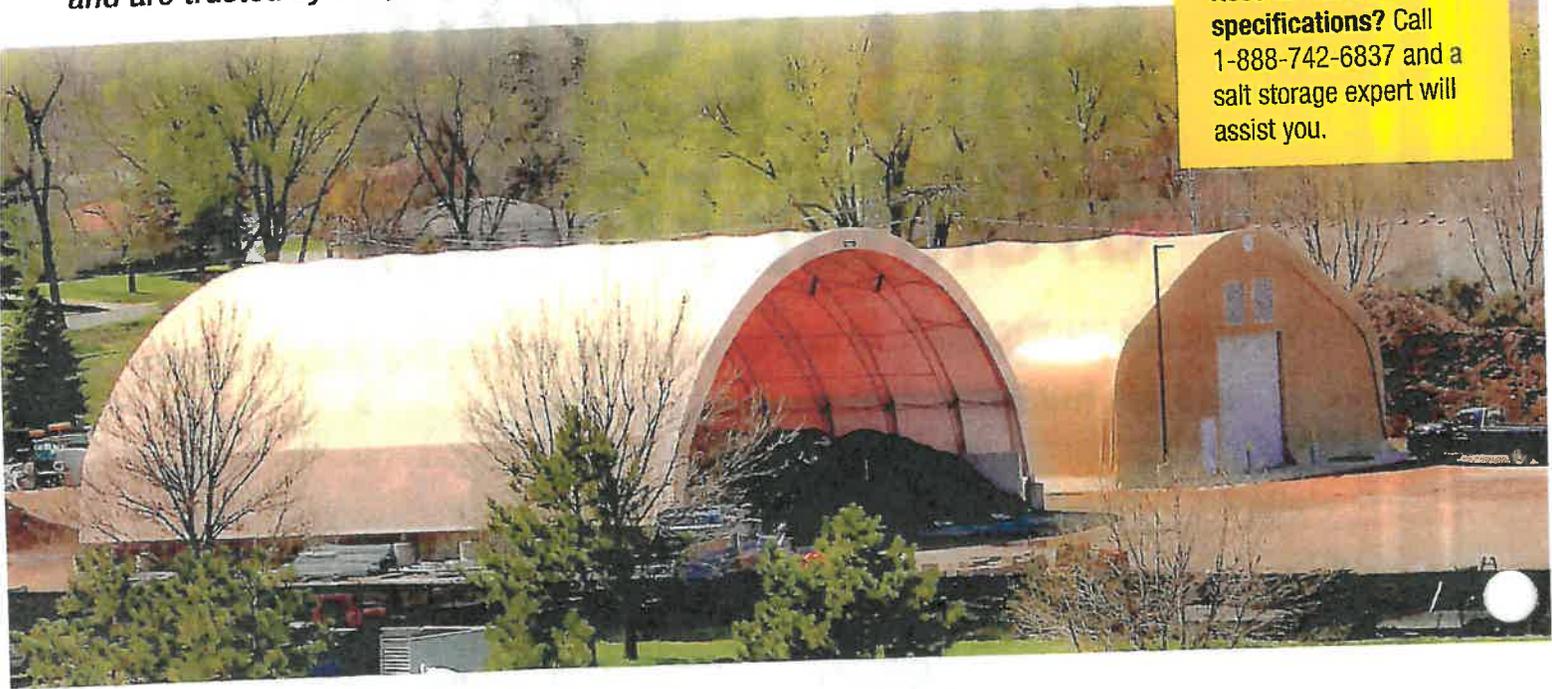
GCFabricBuildings.com | 1-888-742-6837



# SALT & SAND STORAGE EXPERTS

*We've erected 2000+ fabric buildings across the United States and are trusted by DOT, municipalities and private firms.*

**Need to write bid specifications? Call 1-888-742-6837 and a salt storage expert will assist you.**



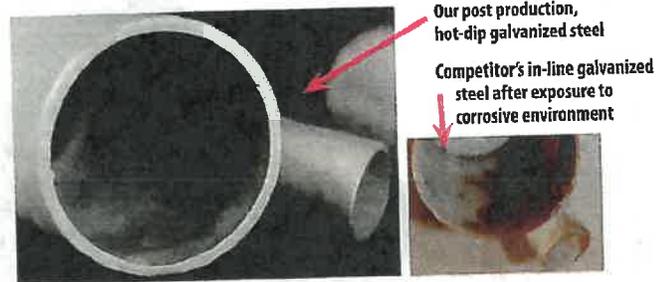
*Greystone Construction is a general contractor delivering high quality construction since 1987.*

We serve customers across the United States. In addition to the salt and sand storage market, other markets we serve include retail, commercial, office, financial, health care, senior housing, hospitality, industrial, warehousing, manufacturing, and more.

## *The Greystone Advantage*

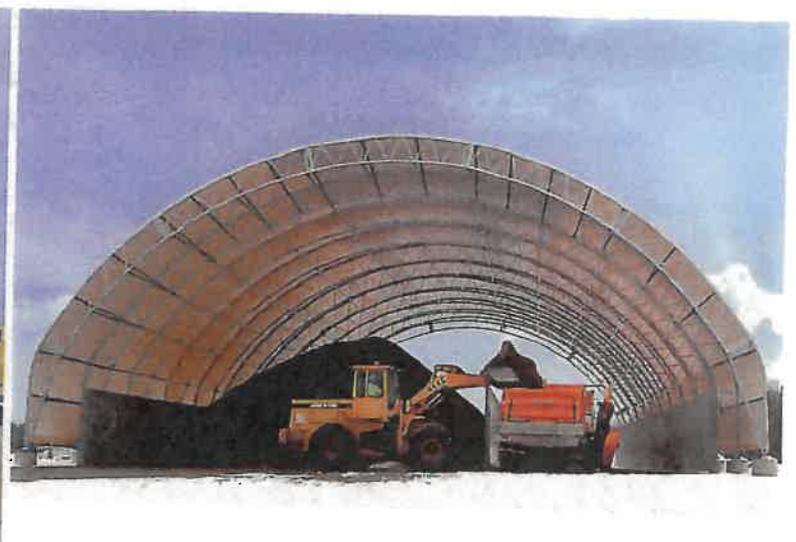
- Turnkey solution – we have 37 years of design-build and general construction experience
- Engineered to meet your site specific wind, snow, and unbalanced snow loads
- Customizable features including end walls, doors, foundations, etc.
- Quick installation saves you time and money
- Storage from 100 tons to 100,000+ tons – a variety of heights and widths available
- Superior corrosion resistance with post production, hot-dip galvanization

*Superior corrosion resistance with post production, hot-dip galvanization*



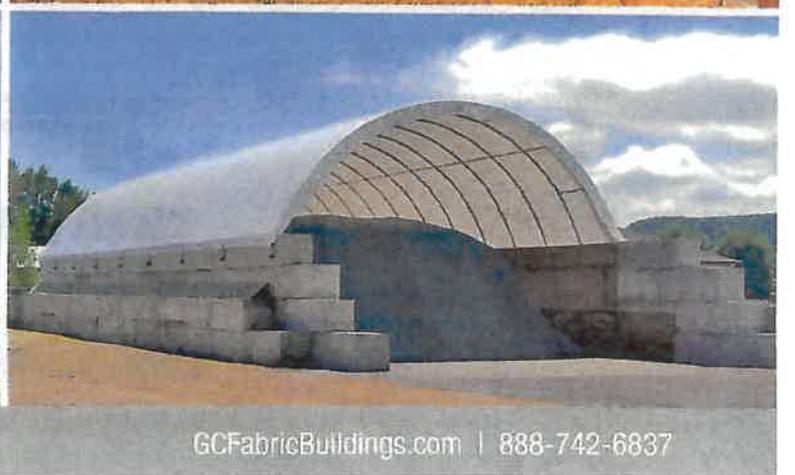
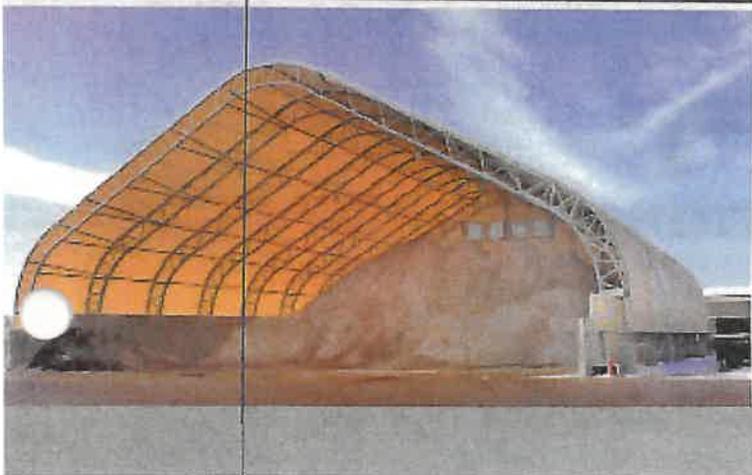
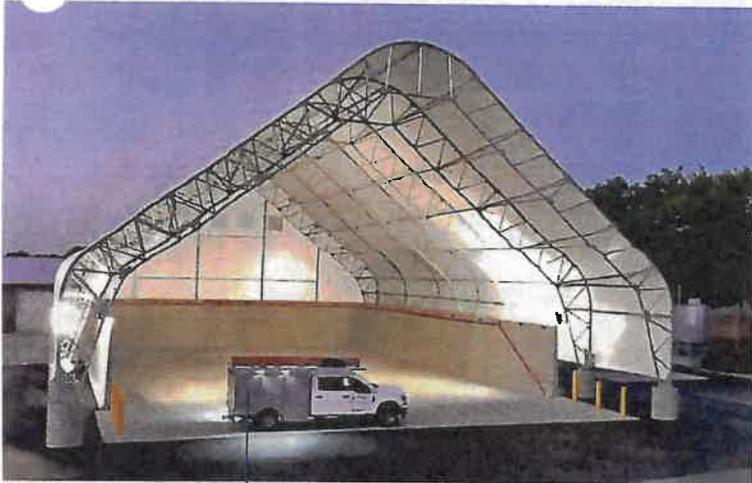
Salt is highly corrosive and can compromise the integrity of steel components. Our frames and welded components receive a hot-dipped galvanized finish after fabrication to ensure a complete zinc coating both inside and out. No welding is done after zinc coating is applied. Some competitors cut corners and do not hot-dip galvanized welded components.

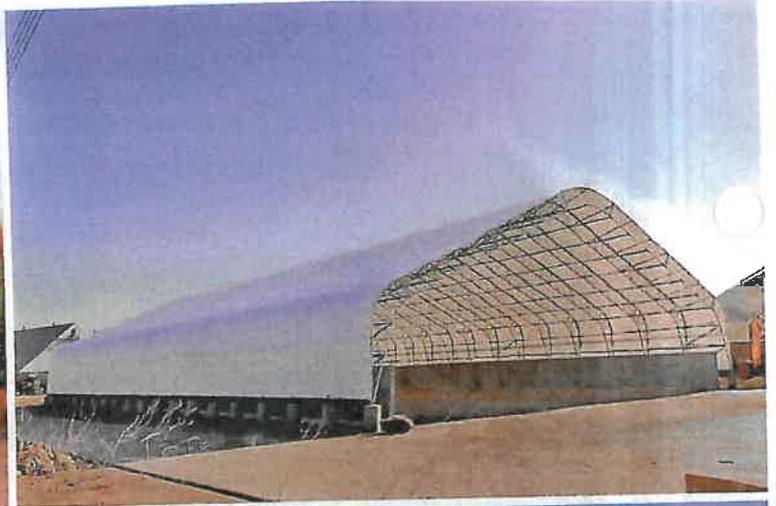
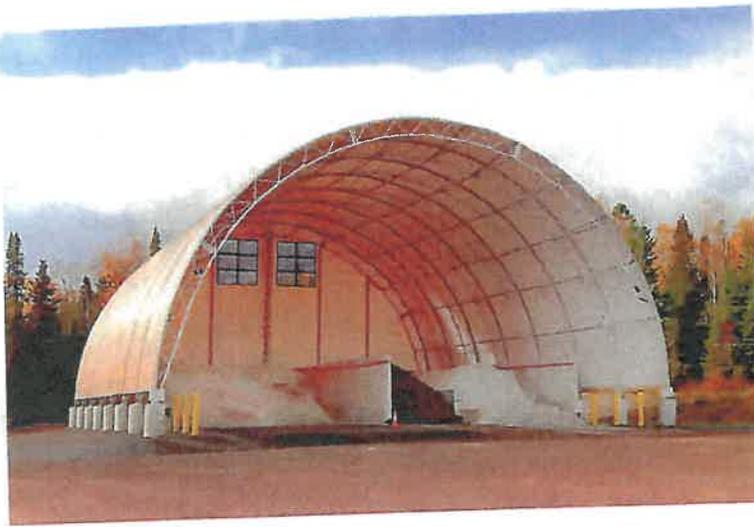
**EXPERIENCE YOU CAN TRUST.**



“Why would we recommend Greystone? From initial project development through construction, Greystone was excellent to work with. They delivered a top notch facility that will serve Nicollet County for many years.”

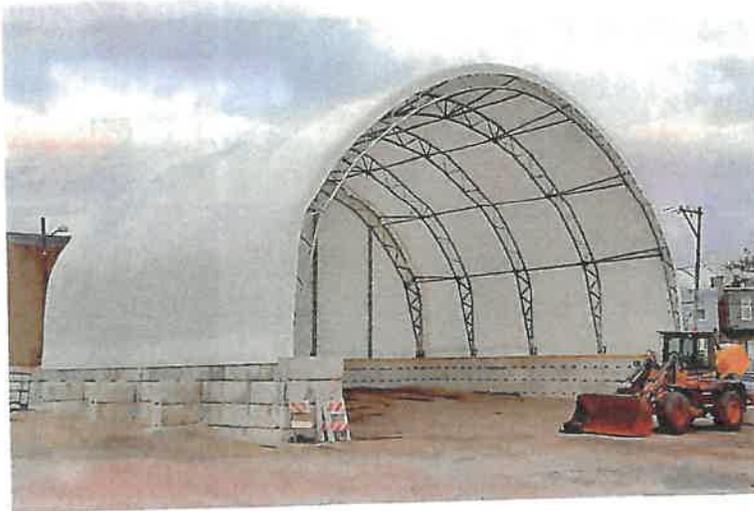
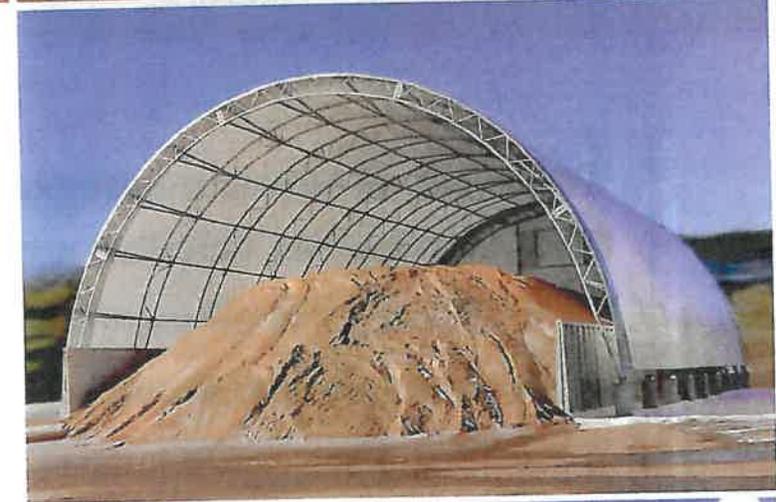
Seth Greenwood, Public Works Director/County Engineer, Nicollet County





“Greystone was very easy to work with. The company was straightforward and explained every detail of our project very well. I would recommend Greystone Construction to anyone.”

Brad Strgar, Balkan Township Supervisor



**Your Vision. Our Team. Great Projects.**

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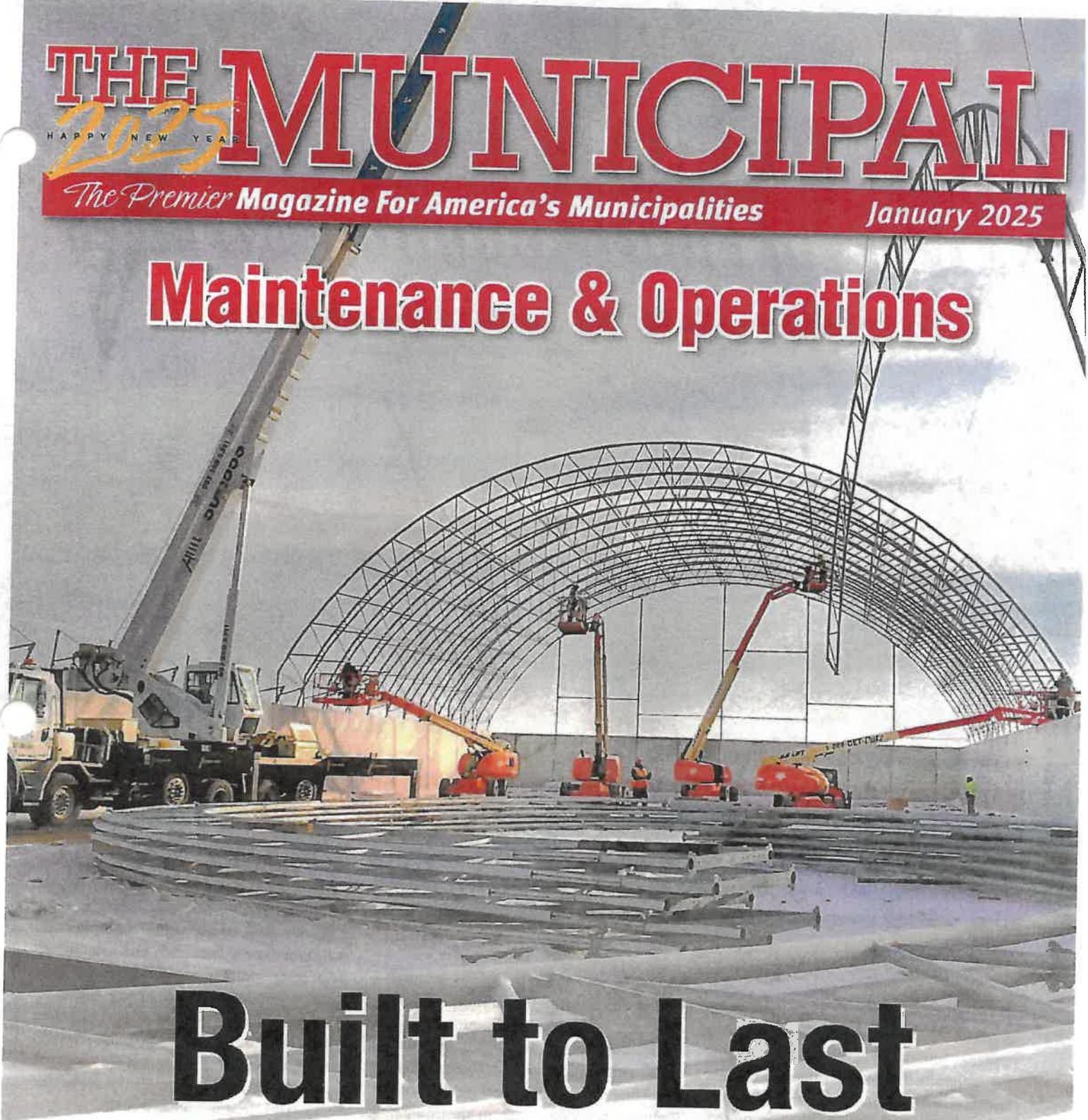
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January 2025

## Maintenance & Operations



# Built to Last

**25 Years of Fabric Building Services**



**GREYSTONE**  
CONSTRUCTION

# Built to Last: 25 Years of Fabric Building Services



Article submitted by Greystone Construction

Photos provided by Greystone Construction

**“Over the past 25 years, the Fabric Building Division at Greystone Construction has earned the trust of hundreds of cities, counties, municipalities, DOTs (departments of transportation) and private firms, and has covered over 2,000,000 square feet of salt piles with fabric buildings.**

We’ve built a reputation for high-quality projects and excellent customer service, having designed and built thousands of fabric buildings across the country for many industries and uses, including bulk storage, equipment storage, waste and recycling facilities, indoor athletic facilities, and much more,” said Colin O’Brien, Vice President of Business Development and Principal at Greystone Construction. “We are fabric building experts.”

#### **Working to understand and meet clients’ needs**

“Since 1987, the key to Greystone’s success has remained the same—we are not out to simply make a sale, but to build a strong and

lasting relationship. Oftentimes, customers don’t know where to start, and in that first initial consultation, we work to understand and identify our customer’s needs, then tailor a building solution that best fits their budget. There are many ways to set up these buildings, and we work hard to find the best solution for our client,” O’Brien explained.

#### **Best practices for municipal fabric buildings**

“With every project, we share our best practices to ensure each customer receives an engineered (when required), high-quality product with a layout that best fits their operational needs. Those best practices include

engineering to meet local wind, snow, seismic and unbalanced snow loads; designing for capacity requirements and future expansion; using independent foundations and panels; reducing risk of corrosive damage from materials such as salt with post-production hot-dipped galvanized steel and keeping salt away from building components with independent concrete wall panels with corrosion inhibitors; proper ventilation; and sufficient building clearance for safe operation of equipment. Follow these practices and the result will be a building that is a return on investment for many years to come,” O’Brien said.

#### **A full life cycle solution**

“We can do as little as furnish you with a building materials package, or provide a full turnkey solution. We can assist in developing building specifications if you need to put the building out for bid. We have in-house estimators, project managers and building installation crew that travel the country. We even perform service or repair work if required. We’ve been in

business for 38 years — when you have future needs, the Greystone team will be available to service you,” O’Brien explained.

**A diverse general contractor**

“When designing and constructing a fabric building, Greystone adheres to the same high standards in terms of quality, service and craftsmanship maintained in all areas of our business. Greystone is a diverse commercial and industrial general contractor in business since 1987. In addition to fabric buildings, we also build pre-engineered metal buildings and conventional brick and mortar buildings. We build municipal shops and offices, city halls, fire stations, police stations, manufacturing facilities, senior housing and more. We have the expertise and the capabilities to get the job done and do it well,” O’Brien stated.

**Clients’ experiences**

City of Mendota Heights, Minn., partnered with Greystone to build a 65-by-70-foot Britespan fabric building. John Boland, public works superintendent, said, “If another jurisdiction is looking for a new salt storage building, I would recommend looking into one from Greystone. They met with us on-site several times to determine proper size and location. They worked seamlessly with us to get the project completed without any delays.”

City of Willoughby Hills, Ohio, partnered with Greystone to build its 72-by-96-foot Britespan building on concrete pier foundations. Road Superintendent Mark Grubiss said, “I would definitely recommend a fabric structure to any municipality. Compared to a wood or a concrete structure, the fabric structure is most cost effective and the warranty on the fabric cover is another reason. We told Greystone up front that we needed our building quickly. We completed the site work early with our own staff and city engineer, then the Greystone crew completed foundations in only two days. After the concrete was cured, the Greystone crew returned, and they installed the steel trusses and fabric cover in just two days. Our teams worked well together. We are very pleased.”

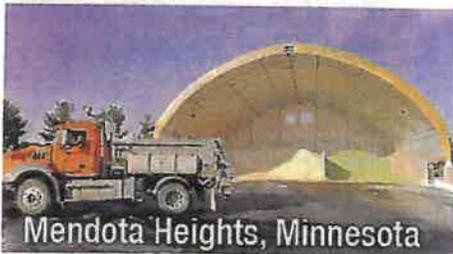
Andy Phillips is the division chief for the department of parks and recreation at Maryland-National Capital Park and Planning Commission (MNCPPC). Phillips said, “We would definitely recommend the use of fabric structures and have partnered on three of them with Greystone — first to store deicing salt, second to house footing materials for our premier equestrian center, a third to store our engineered soil media. The quality of the materials used and construction methods have proven to be very safe under multiple conditions. Greystone’s commitment

to quality workmanship and dedication to providing top-tier customer service make it a no-brainer to work with them.”

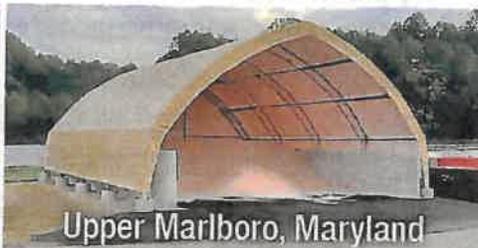
**Thank you for trusting Greystone**

O’Brien concluded, “As we celebrate 25 years of fabric building services, we extend our deepest gratitude to the municipalities and communities we’ve had the privilege to serve. Your trust and partnership have been key to our success. Looking ahead, we are eager to continue delivering high-quality, customized fabric building solutions that enhance operations and improve communities. We look forward to building many more decades of excellence and innovation.”

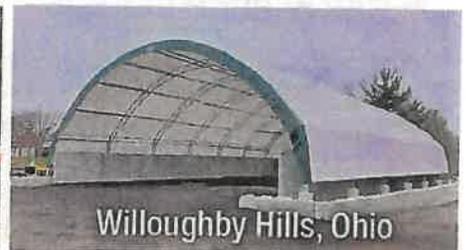
Greystone Construction’s team of fabric building experts is prepared to assist municipalities with their salt, sand and equipment storage needs. Greystone is an authorized dealer of Britespan Building Systems Inc. Call 1 (888) 742-6837 for a free consultation and quote. Visit [www.GCFabricBuildings.com](http://www.GCFabricBuildings.com) to learn more.



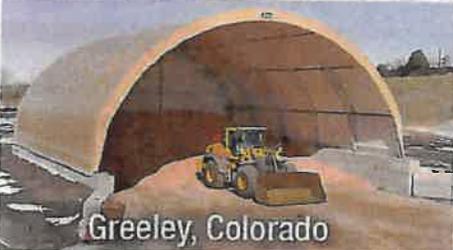
Mendota Heights, Minnesota



Upper Marlboro, Maryland



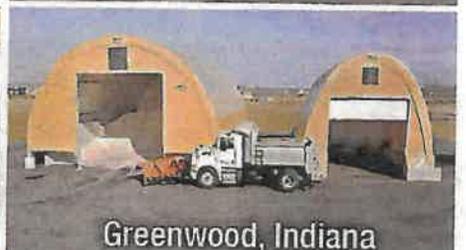
Willoughby Hills, Ohio



Greeley, Colorado



Monroe, North Carolina



Greenwood, Indiana



West Fargo, North Dakota



Shakopee, Minnesota



Louisville, Kentucky



# FABRIC BUILDING EXPERTS



Painesville, Ohio

**We've completed thousands of projects across the USA.**

- ✓ Salt & sand storage
- ✓ Equipment storage
- ✓ Waste & recycling
- ✓ Sludge & wastewater

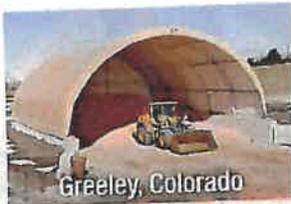
We are trusted by DOT, municipalities, and private firms and we are an Authorized Britespan Dealer. Allow us to help you find the most economical, efficient, and safe storage solution.

**Need to write bid specs?  
Wonder if Sourcewell  
is an option?**

We can help!  
Call 888-742-6837.



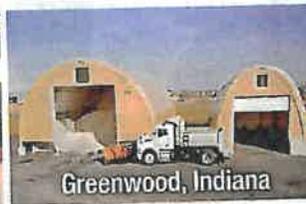
Kram, Washington



Greeley, Colorado



Monroe, North Carolina



Greenwood, Indiana



Cheltenham, Pennsylvania



Woodstock, New Hampshire



Webb City, Missouri



Marriotsville, Maryland



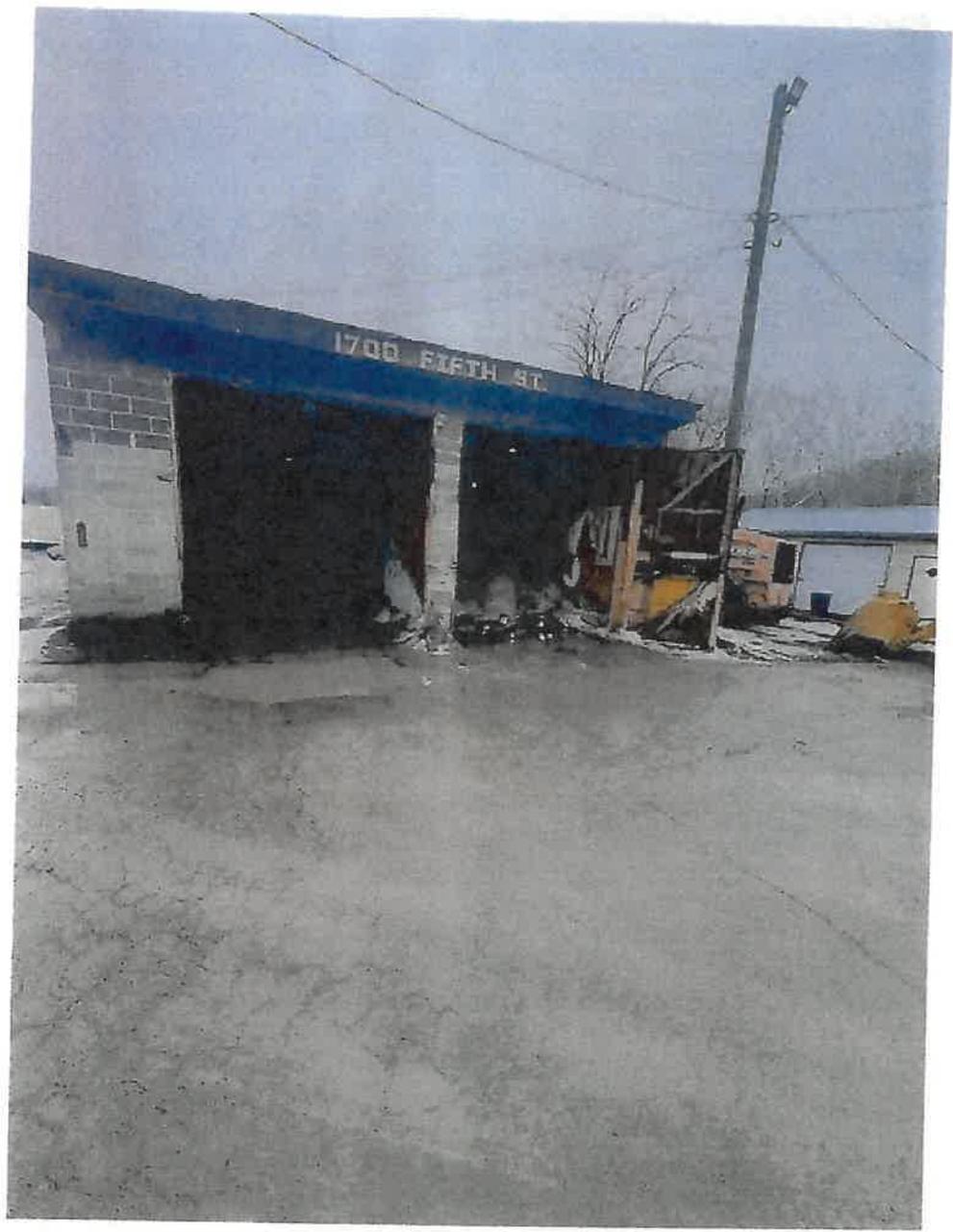
Louisville, Kentucky



Shakopee, Minnesota

**GCFabricBuildings.com | 888-742-6837**  
Contact Colin: [cobrien@greystoneconstruction.com](mailto:cobrien@greystoneconstruction.com)



















## Jason Shepherd

---

**From:** Leonard, John (VDOT) <John.Leonard@vdot.virginia.gov>  
**Sent:** Tuesday, January 20, 2026 11:17 AM  
**To:** Jason Shepherd  
**Cc:** Ronnie Campbell; Don Marr  
**Subject:** Re: Salt Building Urban Maintenance

You don't often get email from john.leonard@vdot.virginia.gov. [Learn why this is important](#)

This message has originated from an **External Source**. Please use proper judgment and caution when opening attachments, clicking links, or responding to this email.

---

Jason,

Yes, this is an eligible expenditure.



**John F. Leonard**  
*Urban Programs Coordinator*  
Virginia Department of Transportation  
1221 E. Broad Street, Richmond, VA 23219  
804-225-4466  
[John.Leonard@vdot.virginia.gov](mailto:John.Leonard@vdot.virginia.gov)

---

**From:** Jason Shepherd <jshepherd@richlands-va.gov>  
**Sent:** Tuesday, January 20, 2026 10:16 AM  
**To:** Leonard, John (VDOT) <john.leonard@vdot.virginia.gov>  
**Cc:** Ronnie Campbell <rcampbell@richlands-va.gov>; Don Marr <dmarr@richlands-va.gov>  
**Subject:** Salt Building Urban Maintenance

John,

I was looking for an answer about the use of Urban Maintenance Funding. Can the Town of Richlands use the Urban Maintenance Funding we receive from VDOT to fully purchase a salt building for our bulk salt storage. Your time and help are much appreciated.

Thanks,





## Scope of Work & Pricing

*to be performed by Greystone Construction*

### Sourcewell Furnish & Install Budget Price:

- 52' x 56' L8 Series Building
- Truss spacing 14' on center
- 12 ounce, 23 mil polyethylene Non-FR fabric
  - Single piece cover design
- Building designed per ASCE7-16 (IBC 2021)
  - Fabric type: ASTM E-84 (NON-FR)
  - Occupancy category: CAT 1 (LOW HAZARD)
  - Ground snow load: 20 lbs.
  - Wind Load: 100 MPH wind
  - Wind Exposure: C
  - Site conditions: Ce = 0.9 Exposed
  - Collateral Load: 0
  - No sprinklers
  - No conveyor loads
  - Seismic Design Category: B
  - Stamped engineered building drawings included
- (1) Fabric end wall with steel framing with (2) 3'x3' mesh vent in back end
- (1) open end wall
- Hot dipped galvanized bolt and purlin upgrades
- Building to be installed on one row of concrete bunker block foundations. Blocks to extend 2' above grade on three sides.
  - Engineered foundation drawings
  - Assumes existing soils has minimum bearing capacity of 2,500 PSF
  - Includes Block Anchoring, Plating, ETC per Engineered Plans
- Approximately 158 lineal feet of 8' tall pre-cast concrete bunker panels with corrosion inhibitor
- Hot dipped galvanized anchor bolts
- Freight allowance of \$2,800 included
  - Contract will be updated to reflect actual freight amount at time of shipment
- Sales Tax - **Excluded**
- Provide all necessary labor and equipment to complete items noted above
- **Approx. 900 tons of salt storage capacity**
  - 32 degree angle of repose
  - 80 lbs/cubic foot product weight

**Total Furnish & Install Budget Price: \$159,000.00**

Current Tariffs are included in our proposal; tariffs are subject to change and are assessed when the order is shipped, and not when the order is placed.

*See exclusions on last page*



January 22, 2026

Jason Shepard  
Town of Richlands, VA  
1700 5<sup>th</sup> St  
Richlands, VA 24641

**Re: Sourcewell Budget – Salt Storage Building**

Jason,

Thank you for the opportunity to provide a budget to furnish and install a salt storage building in Richlands, Virginia. A few of the advantages the Greystone team brings to the project include:

- **Design-Build Experience** – Greystone has offered design-build and general construction services for 38 years.
- **Fabric Building Expertise** – Greystone has sold and installed fabric buildings for over 25+ years. We've successfully completed thousands of fabric building projects.
- **Engineered Fabric Building** – Fabric building will be designed to meet site-specific load requirements including wind, snow and unbalanced loads.
- **Hot Dipped Galvanized Steel** – Fabric building frames are hot dip galvanized post production, after all cutting and welding is complete
- **Self-Performed Work** – Greystone has the capability to self-perform the concrete and building installation with our own crews. Often times this allows us to provide the most competitive pricing, maintain quality and hold schedule.

Let us know if you have any questions. We look forward to discussing our next steps.

Sincerely,

A handwritten signature in black ink that reads "Colin R. O'Brien".

Colin O'Brien  
VP of Business Development / Principal



**Add Alternate #1:**

- 2' Drilled Piers, in lieu of bunker block foundation
  - Assumes soils are suitable for drilled piers, cast against earth, maximum 8' deep

**Add Alternate Budget Price: ADD \$20,000**

**Market Provisions:**

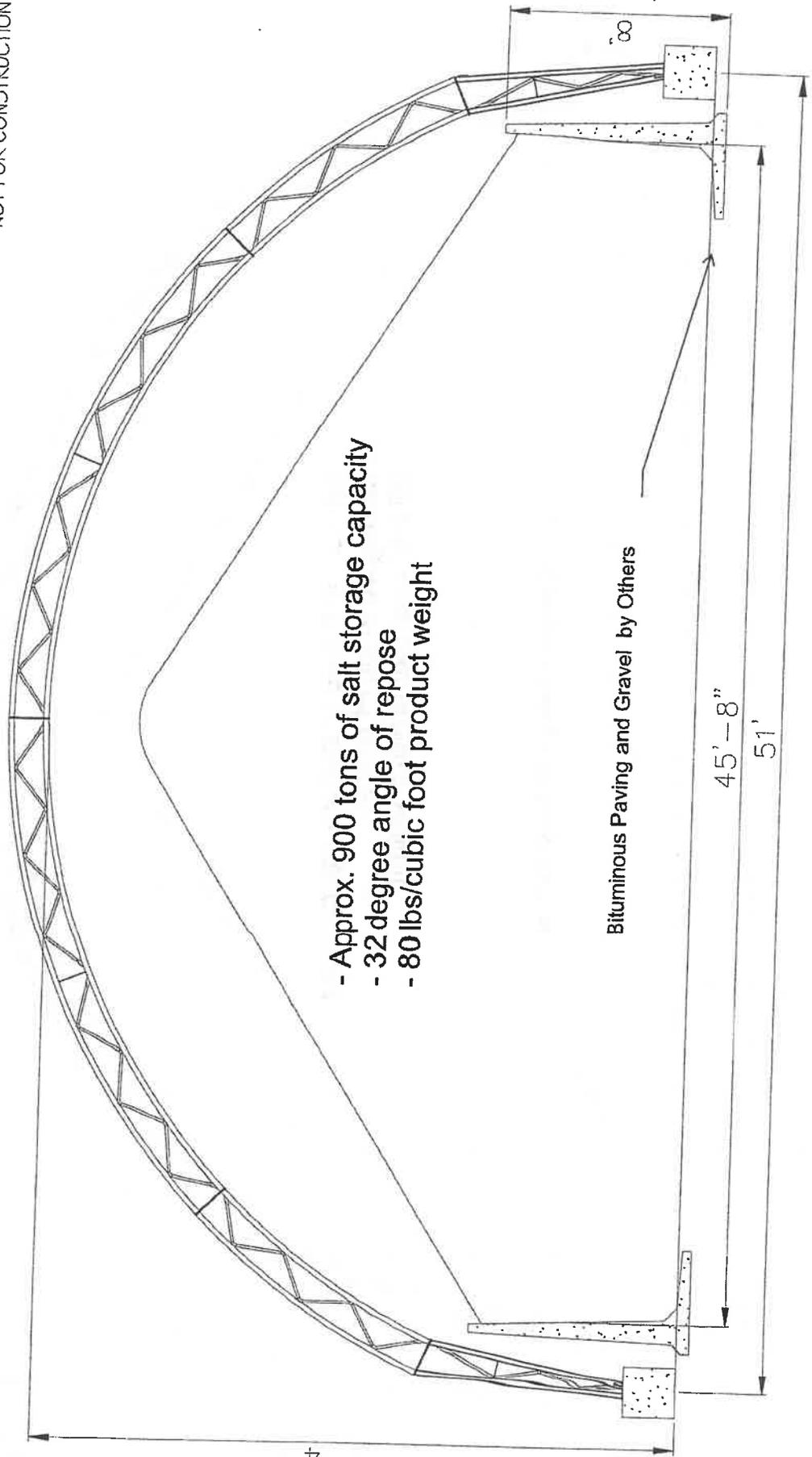
- Greystone is committed to being your trusted team partner on your project. We are asking all of our clients recognize the volatility of our markets and understand we are providing current pricing for budgeting purposes with the need to adjust final project pricing based on the markets at the actual time of the order. It's important to provide you with the best value for your project, and we do not want to speculate where the actual market rates will be at the time of procurement and/or delivery.
- Cost of Tariffs will be applied at the actual time of border crossing into the United States. (i.e., many wholesalers and manufacturers are not committing to pre-determined pricing for pre-ordered materials. These materials are priced at the time of the delivery.) Due to extremely volatile markets, pricing shall be re-evaluated at time of procurement and/or delivery. Any savings or additional cost would be communicated with Owner prior to procurement and/or delivery.
- Price increases will be assigned as contingency. Unless Greystone specifically outlines a contingency value in our proposal or scope of work, it is recommended that the Owner carry a contingency.
- Construction schedule may be affected by material shortages or lead times beyond our control. Any shortages or lead time issues will be communicated with the owner. Evaluation of alternatives will be reviewed, and the contract schedule or costs may be adjusted accordingly.
- Unless noted otherwise budget pricing is valid for 15 days



**Exclusions – Items not included, but may apply to overall project:**

- Architectural and Civil Engineering
- Permits & Fees
- Sales Tax on Materials
- Prevailing wage rates and Union labor
- Payment and performance bonds
- Emergency Responder Communication Enhancement System
- Cat II occupancy and FR Fabric
- US Steel – Building is fabricated in Canada using Canadian steel
- Alternate foundation design if proposed design isn't suitable for existing site
- Pad & pier foundation design if augered pier design isn't suitable for existing site
- Testing & special inspections by owner – Soil borings, soils testing, concrete testing, bolt inspection, etc
- Site work including, but not limited to: soil corrections, granular base material under floor and bunker panels, excavation and backfill, site prep, import or export of materials, dewatering, etc
- Assumed entire building footprint is clear along with 50' clear on all four sides for staging/erection and building engineering requirements
- Site specific safety requirements
- Bituminous paving or concrete – interior and exterior slabs and aprons
- Bunker panel toe extensions, dowels, or earth anchors unless noted otherwise
- Exterior aprons & stoops at doors
- Geotextile liner under building
- Doors – Overhead & personnel
- Insulation, interior liner panel or stainless steel cables
- All electrical & mechanical systems
- All winter conditions

NOT FOR CONSTRUCTION

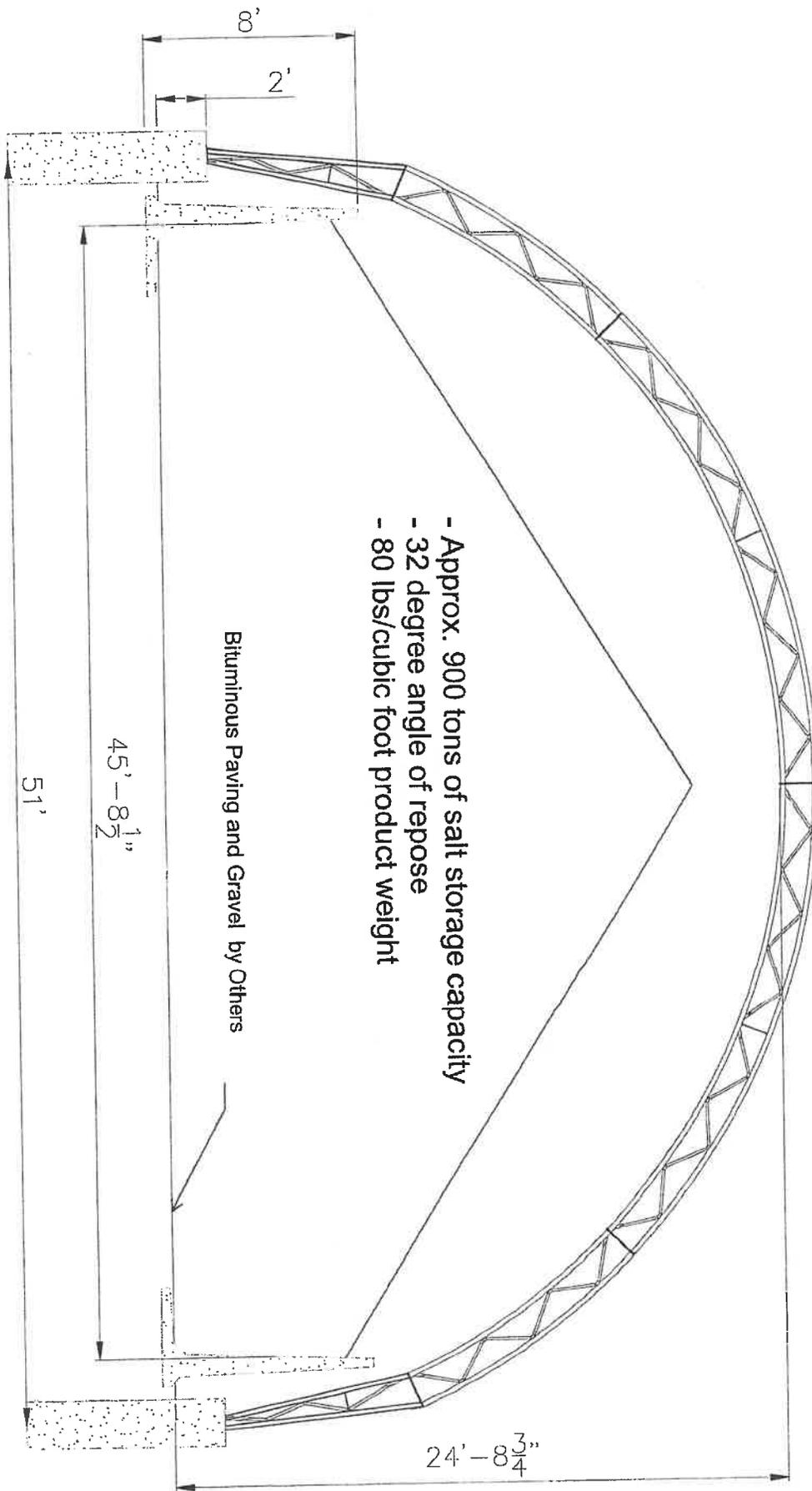


- Approx. 900 tons of salt storage capacity
- 32 degree angle of repose
- 80 lbs/cubic foot product weight

Bituminous Paving and Gravel by Others

45'-8"  
 51'

24'-8 3/4"



- Approx. 900 tons of salt storage capacity
- 32 degree angle of repose
- 80 lbs/cubic foot product weight

Bituminous Paving and Gravel by Others

NOT FOR CONSTRUCTION

DRAWING  
A1

DATE: 9-9-20  
 NOT FOR CONSTRUCTION  
 DRAWN BY: ML  
 CHKD BY: XX

**GREYSTONE**  
 200 Woodland Blvd  
 Newark, NJ 07102  
 973-261-1100  
 www.greystone.com

**2017 Case 865B**

**Motor Grader**

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## Purpose

To request approval for the purchase of a **2017 Case 865B Motor Grader** in the amount of **\$70,000**.

## Background

The Public Works Department relies on a motor grader for road maintenance, snow removal, and emergency response. A comparable new motor grader currently costs approximately **\$300,000**. The proposed purchase allows the Town to acquire a reliable piece of equipment at a significantly reduced cost while still meeting operational needs.

## Financial Impact

- **Purchase Price:** \$70,000
- **Budget Status:** Funds are available within the current departmental budget; no additional funding or financing is required.
- **Rental Cost Avoidance:** When the Town's grader is out of service, a replacement must be rented at a cost of **\$9,444.00 per month**. Historically, the Town needs to rent a grader **approximately three times per year**. This recurring rental expense would be eliminated with ownership of this equipment.
- **Asset Recovery:** Upon purchase of the replacement grader, the Town's existing motor grader may be **sold or auctioned**, with proceeds returned to the Town and applied toward offsetting the overall cost of this purchase.

## Revenue Opportunity

When used on Town maintained **VDOT roads**, the Town may **bill VDOT at a rate of \$109.00 per hour**, allowing for partial recovery of operating and maintenance costs.

## Operational Need

While routine grading needs are limited under normal conditions, **snow events and emergency situations** require immediate access to a dependable motor grader. Ownership ensures readiness and timely response without reliance on rental availability.

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## **Resent Snow Event**

In the recent snowstorm the snow was very heavy, and at times, the snow trucks were unable to push it off the roads completely. This is where the grader became essential. With its blade having the ability to apply pressure, the grader was able to scrape away the thick snow and even break up the ice that the trucks could not handle.

Thanks to the grader, major roads and side streets were cleared faster, making travel safer for cars, buses, and emergency vehicles. Its work prevented accidents, allowed essential services to continue, and helped the community stay connected despite the storm. The motor grader was not just helpful—it was vital in ensuring safety and mobility during the storm.

## **Recommendation**

Staff recommends approval of the purchase of the **2017 Case 865B Motor Grader** as a fiscally responsible investment that reduces recurring costs, improves operational efficiency, and enhances emergency response capabilities.

## **Financial Plan**

After the grader was offered to us, we looked at the Street Department budget to see where the funds could be acquired from. The street, bridge and sidewalk account and the traffic safety accounts have the funds to cover this. With the street bridge and sidewalk account having \$68,758.77 left from the \$100,000.00 budget and the traffic safety having \$44,535.58 left of the \$50,000.00 budgeted we would take \$35,000 from each account to reach the \$70,000.00 need for the grader purchase.

<b><u>Account Description</u></b>	<b><u>Balance</u></b>	<b><u>New Balance</u></b>
<b>Traffic Safety</b>	<b>\$44,535.58</b>	<b>\$9,535.58</b>
<b>Street, Bridge, Sidewalk Maintenance</b>	<b>\$68,758.77</b>	<b>\$33,758.77</b>



# Town of Richlands

## Expenditure Statement : 2025 - 2026

### for Accounting Period 1/31/2026

#### General Fund

Account #	Account Description	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
Department 4210							
10-4210-500000	STREET DEPARTMENT	\$653,706.00	\$69,878.81	\$361,946.82	\$0.00	\$291,759.18	55.37
10-4210-500150	SALARIES AND WAGES	\$0.00	\$3,954.27	\$19,681.37	\$0.00	(\$19,681.37)	0.00
10-4210-501000	OVERTIME	\$50,025.00	\$3,471.64	\$26,168.49	\$0.00	\$23,856.51	52.31
10-4210-501100	INS SOCIAL SECURITY	\$192,529.00	\$19,591.00	\$136,715.00	\$0.00	\$55,814.00	71.01
10-4210-501150	INS HEALTH	\$4,217.00	\$288.18	\$1,986.71	\$0.00	\$2,230.29	47.11
10-4210-501200	INS.-RETIREMENT PLAN	\$159,300.00	\$21,173.81	\$127,040.92	\$0.00	\$32,259.08	79.75
10-4210-501225	VRS-VLDP	\$3,000.00	\$236.26	\$1,609.61	\$0.00	\$1,390.39	53.65
10-4210-501250	INS WORKMENS COMPENSATION	\$24,000.00	\$0.00	\$15,097.50	\$0.00	\$8,902.50	62.91
10-4210-501300	INS GEN LIABILITY/BLDG	\$4,500.00	\$0.00	\$2,330.26	\$0.00	\$2,169.74	51.78
10-4210-501350	INS AUTO	\$7,400.00	\$0.00	\$5,103.48	\$0.00	\$2,296.52	68.97
10-4210-510250	DUES/MEMBERSHIP/SOFTWARE LICENSE FEES	\$1,000.00	\$8.55	\$151.58	\$0.00	\$848.42	15.16
10-4210-510450	TELEPHONE/INTERNET/COMM	\$3,300.00	\$164.20	\$2,403.77	\$0.00	\$896.23	72.84
10-4210-510500	UNIFORMS	\$20,500.00	\$1,114.02	\$10,961.01	\$0.00	\$9,538.99	53.47
10-4210-510550	TRAINING EXPENSE	\$8,000.00	\$0.00	\$270.00	\$0.00	\$7,730.00	3.38
10-4210-510700	VEHICLE MAINT-INSIDE	\$20,000.00	\$749.66	\$14,244.08	\$0.00	\$5,755.92	71.22
10-4210-510750	VEHICLE MAINT-OUTSIDE	\$12,000.00	\$0.00	\$1,221.83	\$0.00	\$10,778.17	10.18
10-4210-510800	MOTOR FUEL & LUBRICATION	\$35,000.00	\$5,276.56	\$25,656.22	\$0.00	\$9,343.78	73.30
10-4210-510900	EQUIPMENT	\$5,000.00	\$0.00	\$365.00	\$0.00	\$4,635.00	7.30
10-4210-511000	BUILDING REPAIRS/ADDITION	\$1,000.00	\$0.00	\$1,408.12	\$0.00	(\$408.12)	140.81
10-4210-511100	SUPPLIES & MATERIALS	\$19,600.00	\$915.67	\$7,095.89	\$0.00	\$12,504.11	36.20
10-4210-511200	ELECTRICITY	\$15,000.00	\$1,133.13	\$8,287.41	\$0.00	\$6,712.59	55.25
10-4210-511250	WATER	\$500.00	\$43.74	\$286.03	\$0.00	\$213.97	57.21
10-4210-511300	SEWER	\$800.00	\$54.49	\$378.49	\$0.00	\$421.51	47.31
10-4210-511350	GARBAGE	\$300.00	\$0.00	\$132.90	\$0.00	\$167.10	44.30
10-4210-511400	ENGINEERING	\$3,000.00	\$19,965.00	\$21,165.00	\$0.00	(\$18,165.00)	705.50
10-4210-511450	LEASE PROP & RIGHT OF WAY	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0.00
10-4210-511500	TRAFFIC SAFETY	\$50,000.00	\$0.00	\$5,464.42	\$0.00	\$44,535.58	10.93
10-4210-519000	MISCELLANEOUS	\$0.00	\$499.99	\$4,167.67	\$0.00	(\$4,167.67)	0.00
10-4210-540000	STORM DRAINAGE	\$5,000.00	\$0.00	\$719.97	\$0.00	\$4,280.03	14.40
10-4210-540050	ST, BRIDGES, SIDEWALK MAINT	\$100,000.00	\$0.00	\$31,241.23	\$0.00	\$68,758.77	31.24
10-4210-540100	SNOW & ICE REMOVAL	\$40,000.00	\$1,835.14	\$4,010.65	\$0.00	\$35,989.35	10.03
10-4210-540125	MOWING	\$0.00	\$0.00	\$2,345.50	\$0.00	(\$2,345.50)	0.00
10-4210-540250	VDOT REIMBURSED EXPENSES	\$100,375.00	\$34,229.16	\$227,679.46	\$0.00	(\$127,304.46)	226.83
10-4210-570250	HAND TOOLS & EQUIPMENT	\$7,500.00	\$355.61	\$4,371.69	\$0.00	\$3,128.31	58.29
<b>Total Dept.</b>	<b>STREET DEPARTMENT</b>	<b>\$1,547,552.00</b>	<b>\$184,938.89</b>	<b>\$1,071,708.08</b>	<b>\$0.00</b>	<b>\$475,843.92</b>	<b>69.25</b>
<b>Total Fund</b>	<b>General Fund</b>	<b>\$1,547,552.00</b>	<b>\$184,938.89</b>	<b>\$1,071,708.08</b>	<b>\$0.00</b>	<b>\$475,843.92</b>	<b>69.25</b>



**Equipment#: 10571055**

**Make: CASE**

**Model: 865B Yr: 17**

**Serial#: NGAF05519**

**3,691 Hours**

**Price: \$71,759**





BRANCH F60  
 319 OAKVALE RD  
 PRINCETON WV 24740-3829  
 304-487-6099  
 304-487-3809 FAX

**# 257980240**

Job Site

TOWN OF RICHLANDS  
 1700 5TH ST  
 RICHLANDS VA 24641

**Office:** 276-964-2566 **Job:** 276-964-2566

TOWN OF RICHLANDS  
 200 WASHINGTON SQ  
 RICHLANDS VA 24641-2441

**Customer #** : 1348423  
**Quote Date** : 01/26/26  
  
**UR Job Loc** : 1700 5TH ST, RICHLAN  
**UR Job #** : 6  
**Customer Job ID:**  
**P.O. #** : TBD  
**Ordered By** : JASON SHEPHERD  
**Written By** : TONY RIFFE  
**Salesperson** : TONY RIFFE

**This is not an invoice  
 Please do not pay from this document**

Qty	Equipment #	CC:	Price	Amount
1	10571055	900-8150	70000.00	70000.00
	MOTORGRADER 195-205HP 14' BLADE			
	Make: CASE	Model: 865B	Serial #: NGAF05519	
	Model Year: 17			
	HR OUT: 3698.961			
				Sub-total: 70000.00
				Total: 70000.00

ONSITE CONTACT: JASON SHEPHERD  
 CELL#: 276-971-2821

Note: This proposal may be withdrawn if not accepted within 30 days.

WHERE PERMITTED BY LAW, UNITED RENTALS MAY IMPOSE A SURCHARGE OF 2.0% FOR CREDIT CARD PAYMENTS ON CHARGE ACCOUNTS. THIS SURCHARGE IS NOT GREATER THAN OUR MERCHANT DISCOUNT RATE FOR CREDIT CARD TRANSACTIONS AND IS SUBJECT TO SALES TAX .  
 THIS IS NOT A SALE AGREEMENT/INVOICE. THE ITEMS LISTED ABOVE ARE SUBJECT TO AVAILABILITY AND ACCEPTANCE OF THE TERMS AND CONDITIONS OF UNITED'S SALE AGREEMENT/INVOICE WHICH ARE AMENDED FROM TIME TO TIME AND POSTED ONLINE AT <https://www.unitedrentals.com/legal/sale-agreement> AND INCORPORATED HEREIN BY REFERENCE. A PAPER COPY OF THE SALE AGREEMENT/INVOICE TERMS IS AVAILABLE UPON REQUEST.



# Procurement



# 2012 CASE 865B

USD **USD \$76,000**

Machine Location: 00123 Buda, Texas  
78610

## Seller Information

Silverline Supply LLC

Contact: Sam K.

Phone: (940) 208-0465

Ponder, Texas 76259

Visit Our Website

(940) 208-0465

Video Chat



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## Description

2012 CASE 865B This motor grader runs well and all functions can be seen operating in the video listed. This unit is ready to be driven up onto the trailer and be delivered to its new home. For any additional information on this unit or to view the unit, please call or email. Financing and delivery available upon request.

## Specifications

<b>Year</b>	2012	<b>Manufacturer</b>	CASE
<b>Model</b>	865B	<b>Hours</b>	4,991
<b>Serial Number</b>	NCAF01467	<b>Condition</b>	Used
<b>Operating Condition</b>	Operable	<b>Ripper</b>	Yes
<b>Ripper Type</b>	Multi Shank	<b>Sideshift</b>	Yes
<b>Articulating</b>	Yes	<b>ROPS</b>	Enclosed
<b>Operator Controls</b>	Joystick	<b>A/C</b>	Yes
<b>Heater</b>	Yes		

[Show As Paragraph](#)

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# 2009 CASE 865



USD **USD \$96,152**  
Price entered as: MXN \$1,670,000

Machine Location: [El Huizache 10 Jilotepec, Mexico, Mexico 54253](#)

## Seller Information

**JMB Equipment USA INC**

Contact: Matt Barrera

Phone: +1 956-884-4342

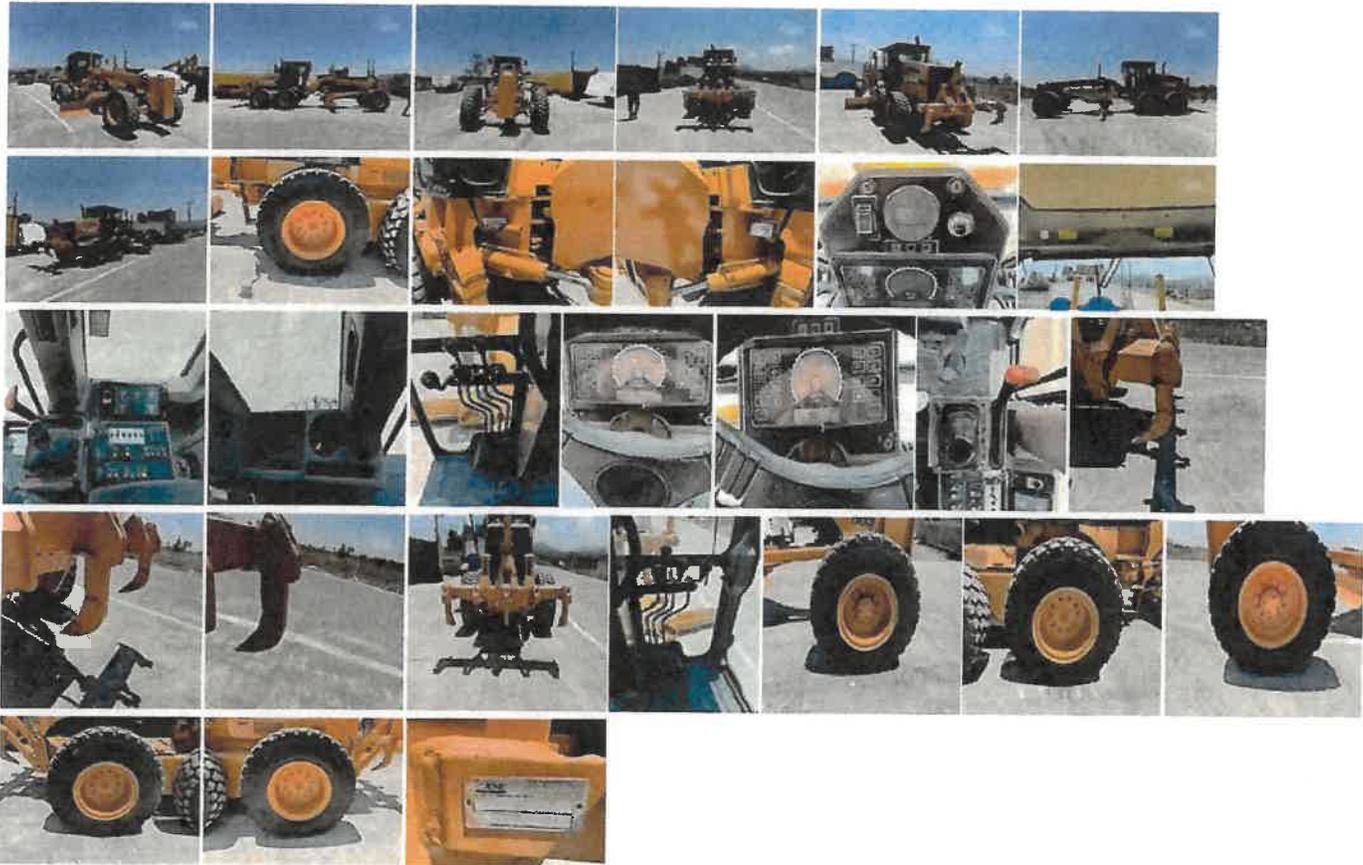
Hidalgo, Texas 78557-2589

[Visit Our Website](#)

+1 956-884-4342

WhatsApp

Video Chat



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## Description

MÁQUINA: MOTOCONFORMADORA MARCA: CASE MODELO: 865 AÑO: 2009 SERIE:  
N8AF04445 OBSERVACIONES: SE ENTREGA CON RIPPER PRECIO: \$1,670,000 PESOS  
UBICACIÓN: JILOTEPEC ESTADO DE MÉXICO

### Specifications

<b>Year</b>	2009	<b>Manufacturer</b>	CASE
<b>Model</b>	865	<b>Serial Number</b>	N8AF04445
<b>Condition</b>	Used	<b>Stock Number</b>	MO069
<b>ROPS</b>	Enclosed		

[Show As Paragraph](#)

# Rental Cost





# RENTAL AND SERVICE AGREEMENT

BRANCH F60  
319 OAKVALE RD  
PRINCETON WV 24740-3829  
304-487-6099  
304-487-3809 FAX

## # 257915422

Job Site

TOWN OF RICHLANDS  
1700 5TH ST  
RICHLANDS VA 24641

Office: 276-964-2566 Job: 276-964-2566

Customer # : 1348423  
Agreement Date : 01/22/26  
Rental Out : 01/22/26 12:00 PM  
Scheduled In : 02/19/26 12:00 PM  
UR Job Loc : 1700 5TH ST, RICHLAN  
UR Job # : 6  
Customer Job ID:  
P.O. # : ST110  
Ordered By : JASON SHEPHERD  
Reserved By : KATELYN RIFFE  
Salesperson : TONY RIFFE

TOWN OF RICHLANDS  
200 WASHINGTON SQ  
RICHLANDS VA 24641-2441

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Please do not pay from this document**

### RENTAL ITEMS:

Qty	Equipment	Description	Minimum	Day	Week	4 Week	Estimated Amt.
1	10571055	MOTORGRADER 195-205HP 14' BLADE Make: CASE Model: 865B Serial: NGAFO5519 Meter out: 3692.60	2,376.00		4,420.00	8,700.00	8,700.00

### SALES/MISCELLANEOUS ITEMS:

Qty	Item	Price	Unit of Measure	Extended Amt.
1	ENVIRONMENTAL SERVICE CHARGE	[ENV/MCI] 99.000	EACH	99.00
1	DELIVERY CHARGE	322.500	EACH	322.50
1	PICKUP CHARGE	322.500	EACH	322.50
Sales/Misc Subtotal:				744.00
Rental Subtotal:				8,700.00
Agreement Subtotal:				9,444.00
Estimated Total:				9,444.00

### COMMENTS/NOTES:

ONSITE CONTACT: JASON SHEPHERD  
CELL#: 276-971-2821

**OPTIONAL RENTAL PROTECTION PLAN: THE RENTAL PROTECTION PLAN IS NOT INSURANCE.** Upon accepting the optional Rental Protection Plan, Customer agrees to pay a charge equal to 15% of the rental charges on the Equipment. Customer wants covered by the Rental Protection Plan. In return, United agrees to waive certain claims for accidental damages to or theft of such covered Equipment occurring during normal and careful use. Customer remains liable for all other damages as set forth in the Rental and Service Terms.

**NOTICE FOR RENTAL OF A MOTOR VEHICLE:** THIS CONTRACT OFFERS, FOR AN ADDITIONAL CHARGE, A DAMAGE WAIVER (or "Rental Protection Plan") TO LIMIT CUSTOMER'S FINANCIAL RESPONSIBILITY FOR DAMAGE TO, OR THEFT OF, THE MOTOR VEHICLE. BEFORE DECIDING WHETHER TO PURCHASE THE DAMAGE WAIVER, CUSTOMER MAY WISH TO DETERMINE WHETHER CUSTOMER'S OWN INSURANCE GIVES CUSTOMER COVERAGE. THE PURCHASE OF THIS DAMAGE WAIVER IS NOT MANDATORY, AND MAY BE WAIVED OR DECLINED BY CUSTOMER.

**A CLEANING CHARGE:** WILL APPLY TO EQUIPMENT RETURNED WITH EXCESSIVE DIRT, CONCRETE, AND/OR PAINT. CUSTOMER IS RESPONSIBLE FOR ALL DAMAGE. THERE WILL BE AN ADDITIONAL CHARGE FOR MISSING KEYS AND TOLL TRANSPONDERS.

**REFUELING SERVICE CHARGE:** Customer is required to return the Equipment with a full tank of fuel. If Customer returns the Equipment with less than a full tank of fuel, Customer agrees to pay a Refueling Service Charge at the per gallon rate applicable at the time Customer returns the Equipment. (The current rate is available from the Store Location; but, the final rate may differ based on market conditions at the time of return). For additional information, see the Rental and Service Terms.

**ENVIRONMENTAL SERVICE CHARGE:** Due to the hazardous nature of some waste and other products, to comply with federal and state environmental regulations, and to promote a clean environment, United charges an Environmental Service Charge for certain rentals. This Environmental Service Charge is not a government-mandated charge, is not designated for any particular use, and is used at United's discretion. The Environmental Service Charge is 2.00% of the rental charge and will not exceed \$99. Customer acknowledges the items indicated above are subject to the Environmental Service Charge and Customer agrees to pay that Charge.

**DELIVERY:** If Customer chooses to have United deliver and pick up the Equipment, Customer agrees to pay a Delivery and Pickup Service Charge.

**READ BEFORE SIGNING:** By signing below, Customer: (i) agrees that Customer has received, read and agreed to the Rental and Service Terms and the optional Rental Protection Plan ("RPP") Terms (if the RPP is applicable) in effect as of the latest date below, both of which are amended from time to time and posted online at <https://www.unitedrentals.com/legal/rental-service-terms-us> and <https://www.unitedrentals.com/legal/rpp-us>, respectively, and incorporated by reference into this Agreement; (ii) authorizes United Rentals to charge the payment method provided per the above-referenced terms; and (iii) acknowledges that the Equipment is in the condition as stated on the condition report(s). It is Customer's responsibility to review these terms and conditions from time to time for updates and changes. By agreeing to the Terms, you agree (1) to indemnify United for losses relating to his transaction; (2) that United's liabilities are limited, and (3) that United makes no warranties as to the equipment's merchantability, quality or fitness for a particular purpose; as well as other Terms affecting your rights.

X

CUSTOMER SIGNATURE	DATE	CUSTOMER NAME PRINTED	UNITED RENTALS REPRESENTATIVE/DELIVERED BY DATE
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NOTICE: By accepting delivery of the Equipment listed above or making payment(s) to United for the Equipment listed above, Customer agrees to be bound by the Rental and Service Terms at the referenced URLs, even if the Rental and Service Agreement has not been fully executed. COPIES OF THE RENTAL AND SERVICE TERMS AND, IF APPLICABLE, THE RPP ARE AVAILABLE IN PAPER FORM UPON REQUEST. The Rental and Service Terms are posted online in Spanish at <https://www.unitedrentals.com/legal/rental-service-terms-us-es> and in Spanish at <https://www.unitedrentals.com/legal/rpp-us-es>



# WARRANTY OPTIONS

3 MONTHS

6 MONTHS

12 MONTHS

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BRANCH F60  
 319 OAKVALE RD  
 PRINCETON WV 24740-3829  
 304-487-6099  
 304-487-3809 FAX

**# 257980240**

Job Site

TOWN OF RICHLANDS  
 1700 5TH ST  
 RICHLANDS VA 24641

Office: 276-964-2566 Job: 276-964-2566

Customer # : 1348423  
 Quote Date : 02/02/26  
 UR Job Loc : 1700 5TH ST, RICHLAN  
 UR Job # : 6  
 Customer Job ID:  
 P.O. # : TBD  
 Ordered By : JASON SHEPHERD  
 Written By : TONY RIFFE  
 Salesperson : TONY RIFFE

TOWN OF RICHLANDS  
 200 WASHINGTON SQ  
 RICHLANDS VA 24641-2441

**This is not an invoice  
 Please do not pay from this document**

Qty	Equipment #	Price	Amount
1	10571055 CC: 900-8150	70000.00	70000.00
	MOTORGRADER 195-205HP 14' BLADE		
	Make: CASE Model: 865B Serial #: NGAF05519		
	Model Year: 17		
	HR OUT: 3725.358		
	DIRT-3MONTHS/400HRS		

SALES ITEMS:

Qty	Item number	Stock class	Unit	Price	Amount
1	UNITED GUARD	MCI	EA	8400.00	8400.00
	UNITED GUARD SERVICE CONTRACT				
				Sub-total:	78400.00
				Total:	78400.00

ONSITE CONTACT: JASON SHEPHERD  
 CELL#: 276-971-2821

Note: This proposal may be withdrawn if not accepted within 30 days.

WHERE PERMITTED BY LAW, UNITED RENTALS MAY IMPOSE A SURCHARGE OF 2.0% FOR CREDIT CARD PAYMENTS ON CHARGE ACCOUNTS. THIS SURCHARGE IS NOT GREATER THAN OUR MERCHANT DISCOUNT RATE FOR CREDIT CARD TRANSACTIONS AND IS SUBJECT TO SALES TAX . THIS IS NOT A SALE AGREEMENT/INVOICE. THE ITEMS LISTED ABOVE ARE SUBJECT TO AVAILABILITY AND ACCEPTANCE OF THE TERMS AND CONDITIONS OF UNITED'S SALE AGREEMENT/INVOICE WHICH ARE AMENDED FROM TIME TO TIME AND POSTED ONLINE AT <https://www.unitedrentals.com/legal/sale-agreement> AND INCORPORATED HEREIN BY REFERENCE. A PAPER COPY OF THE SALE AGREEMENT/INVOICE TERMS IS AVAILABLE UPON REQUEST.



BRANCH F60  
 319 OAKVALE RD  
 PRINCETON WV 24740-3829  
 304-487-8099  
 304-487-3809 FAX

**# 257980240**

Job Site

TOWN OF RICHLANDS  
 1700 5TH ST  
 RICHLANDS VA 24641

**Office:** 276-964-2566 **Job:** 276-964-2566

TOWN OF RICHLANDS  
 200 WASHINGTON SQ  
 RICHLANDS VA 24641-2441

Customer #	: 1348423
Quote Date	: 02/02/26
UR Job Loc	: 1700 5TH ST, RICHLAN
UR Job #	: 6
Customer Job ID:	
P.O. #	: TBD
Ordered By	: JASON SHEPHERD
Written By	: TONY RIFFE
Salesperson	: TONY RIFFE

**This is not an invoice  
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Qty	Equipment #	Price	Amount		
1	10571055 CC: 900-8150 MOTORGRADER 195-205HP 14' BLADE Make: CASE Model: 865B Model Year: 17 HR OUT: 3725.358 DIRT-6MONTHS/800HRS	70000.00	70000.00		
Serial #: NGAF05519					
SALES ITEMS:					
Qty	Item number	Stock class	Unit	Price	Amount
1	UNITED GUARD	MCI	EA	12600.00	12600.00
		UNITED GUARD SERVICE CONTRACT			
				Sub-total:	82600.00
				Total:	82600.00
ONSITE CONTACT: JASON SHEPHERD CELL#: 276-971-2821					

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## # 257980240

Job Site

TOWN OF RICHLANDS  
 1700 5TH ST  
 RICHLANDS VA 24641

**Office:** 276-964-2566 **Job:** 276-964-2566

Customer #	: 1348423
Quote Date	: 02/02/26
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Customer Job ID:	
P.O. #	: TBD
Ordered By	: JASON SHEPHERD
Written By	: TONY RIFFE
Salesperson	: TONY RIFFE

TOWN OF RICHLANDS  
 200 WASHINGTON SQ  
 RICHLANDS VA 24641-2441

**This is not an invoice  
 Please do not pay from this document**

Qty	Equipment #	Price	Amount		
1	10571055 CC: 900-8150 MOTORGRADER 195-205HP 14' BLADE Make: CASE Model: 865B Model Year: 17 HR OUT: 3725.358 DIRT-12MONTHS/1600HRS	70000.00	70000.00		
Serial #: NGAF05519					
SALES ITEMS:					
Qty	Item number	Stock class	Unit	Price	Amount
1	UNITED GUARD	MCI	EA	19600.00	19600.00
	UNITED GUARD SERVICE CONTRACT				
Sub-total:					89600.00
Total:					89600.00
ONSITE CONTACT: JASON SHEPHERD CELL#: 276-971-2821					

Note: This proposal may be withdrawn if not accepted within 30 days.

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