Town of Altavista, Virginia
Meeting Agenda Town Council
Town Council Work Session

Tuesday, January 24, 2023
5:00 PM - Council's Chambers
510 Seventh Street
Altavista, VA 24517

1. AGENDA ADOPTION

2. RECOGNITIONS AND PRESENTATIONS

2.1 Citizen Craig Amo

2.2 FY2024 Budget - Agency / Non-Profit Presentations
Attachment 1. FY2024 Agency and Non-Profit Funding Requests-Summary.pdf

3. CITIZEN'S TIME

Citizens wishing to address Council should provide their name and residential address. Citizen's comments are limited to (3) minutes, with a total of (15) minutes allotted for this purpose. Please note, Citizen's Time is NOT a question-and-answer session between the public and Council.

4. UNFINISHED ITEMS - REFERRED FROM PREVIOUS MEETINGS

4.1 English Park Electrical Repairs
attachment 1. THE CONTRACT ENGLISH PARK SEPT 2022.docx
attachment 2. Childress quote 1-18-2023.docx

5. NEW ITEMS FOR DISCUSSION NEW

5.1 Blight Discussion with State Bldg. Code Director, Jeffrey Brown

5.2 Update of Chapter 62 Solid Waste; Weed Control
attachment 1. Chapter_62___SOLID_WASTE__WEED_CONTROL 12-17.23
attachment 2. Dumpster Hardship Policy

5.3 Public Works - Surplus Request
attachment 1. PW Surplus Request #1 1.24.23.JPG
attachment 2. PW Surplus Request #2 1.24.23.JPG
attachment 3. PW Surplus Request #3 1.24.23.JPG

5.4 Return Sludge Replacement Impeller
attachment. ORDER_QUOTATION_REP_310681 (002).pdf

5.5 Springs Rehabilitation Engineering Proposals
attachment 1. M&C Final Proposal.pdf
attachment 2. ECI Proposal.pdf
attachment 3. Springs Rehab Evaluation PDF.pdf
attachment 4. P&B Altavista Proposal-Spring Rehab Peed & Bortz.pdf
attachment 5. H&P Town of Altavista (McMinnis and Reynolds Springs) H&P.pdf

5.6 Legislative Items: House Bill 1721, Senate Bill 1013, Senate Bill 999, Senate Bill 849 and House BillÂ 2180
attachment 1. Senate Bill 1013 2023.pdf
attachment 2. House Bill 1721 2023.pdf
attachment 3. 2023_ SB No. 999_DPOR_.pdf
attachment 4. 2023_HB No. 2180_DPOR.pdf
attachment 5. 2023_SB No. 849_electronic meter reading.pdf

5.7 UV System Replacement
attachment 1. English UV quote.pdf
attachment 2. Estimate_1021_from_Atrium_Construction_LLC.pdf
attachment 3. GLASCO QUOTE GUV012-101033 VC-16-A800-2X2.pdf
attachment 4. VA Altavista Scope of Supply Proposal 232556 Nov 17 2022 (002).docx

5.8 Discussion of Pro AVR (Automated Vehicle Recognition)

5.9 Development of the Altavista Housing Development Reserve

5.10 FY2024-2028 Capital Improvement Plan (CIP) Discussion
CIP-draft_FY2024-FY2028_council-01.24.2023.pdf

6. UPDATES/INFORMATIONAL ITEMS

7. MATTERS FROM COUNCIL

8. CLOSED SESSION

8.1 Town Council Closed Session
attachment. Town Council Closed Session 1.24.23.pdf

9. ADJOURNMENT

THE TOWN OF ALTAVISTA IS COMMITTED TO FULL COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT STANDARDS. TRANSLATION SERVICES, ASSISTANCE OR ACCOMODATION REQUESTS FROM PERSONS WITH DISABILITIES ARE TO BE REQUESTED NOT LESS THAN 3 WORKING DAYS BEFORE THE DAY OF THE EVENT. PLEASE CALL (434) 369-5001 FOR ASSISTANCE.

TOWN OF ALTAVISTA
TOWN COUNCIL WORK SESSION
January 24, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 2.1

RECOGNITIONS AND PRESENTATIONS
Title: Citizen Craig Amo
Staff Resource: Gary Shanaberger, Town Manager

Action(s):

Consideration of Information and Request

Explanation:

Citizen Craig Amo will come before Council with a request for their consideration - pertaining to a memorial for Billy Booker.

Background:

Funding Source(s):

Attachments: *(click item to open)*

TOWN OF ALTAVISTA
TOWN COUNCIL WORK SESSION
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AGENDA COVER SHEET

AGENDA ITEM #: 2.2

RECOGNITIONS AND PRESENTATIONS
Title: FY2024 Budget - Agency / Non-Profit Presentations
Staff Resource: Tobie Shelton, Director of Finance and Administration

Action(s):

Provide staff direction on the FY2024 agency / non-profit budget requests.

Explanation:

During the annual budget process, Town Council provides an opportunity for local agencies and non-profits to deliver their annual budget request. The order of presentation is below:

- Altavista Area Chamber of Commerce (Beverly Watlington)
- Altavista Area YMCA (Maria McCracken)
- Altavista On Track (David Green)
- Altavista Senior Center (Katie Lane)
- Avoca Museum and Historical Society (Caleb Lafoon)
- Small Business Development Center (Stephanie Keener)

Information submitted by each agency is being forwarded to Council under separate cover.

Background:

This is an annual process related to the development of the Town's draft budget. Following the presentations, Council can provide direction to staff concerning these requests and their inclusion in the draft budget. If Council does not provide direction, staff has typically included the requests in the draft budget.

The draft budget will be delivered to Town Council at their Regular Meeting on Tuesday, February 14th.

Funding Source(s):

General Fund Revenue

Attachments: *(click item to open)*

Attachment 1. FY2024 Agency and Non-Profit Funding Requests-Summary.pdf

Town of Altavista
Agency/Non-Profit Funding Requests

Agency	FY 2024 Request	FY 2023 Approved Request	FY 2022 Audit Submitted	Notes
Altavista Chamber of Commerce	$ 30,000.00	$ 30,000.00	No	Will provide audit once complete. Currently working on FY2021 audit.
Altavista Area YMCA	$ 100,000.00	$ 100,000.00	No	Will provide once complete.
Altavista on Track	$ 55,176.00	$ 55,176.00	No	Will provide once complete.
Altavista Senior Center	$ 1,000.00	$ 1,000.00	Yes	
Avoca	$ 123,230.00	$ 82,140.00	No	Will provide once complete.
Small Business Development Center	$ 6,000.00	$ 6,000.00	No; Please refer to question #5 on application	

TOWN OF ALTAVISTA
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AGENDA COVER SHEET

AGENDA ITEM #: 4.1

UNFINISHED ITEMS - REFERRED FROM PREVIOUS MEETINGS
Title: English Park Electrical Repairs
Staff Resource: Public Services Director Tom Fore, and Asst. PSD Paul Hill

Action(s):

Approve Staff to move forward with repairing faulty electrical system in the English Park.
Town Staff recommends awarding the project to Childress Electrical.
Staff also desires direction on Items 2 and 3 in Background.

Explanation:

After the last AOT (BBQ) event in English Park, Staff brought to management's attention that there were faulty electrical supply lines in the park that need to be repaired.

Background:

English Park is used for multiple festivals and events and the town has multiple electrical fixtures throughout the park that allow for vendors to hook up and use electrical outlets. With the number of events that have been occurring staff has noticed the following:

1. Existing electrical wiring needs to be replaced and repaired. (Which is being addressed tonight)
2. It is understood that additional electrical outlets are needed, staff would propose replacing all existing outlets with 50-amp and 30-amp outlets on all outlet pedestals, currently these pedestals are either 50-amp or 30-amp. Having each one with both 50- and 30-amp vendors would not have to pick and choose where they park.
3. Finally, there has been discussion in regard to lighting areas within English Park. Staff will need direction from Council on exactly what areas of the park they would like to see lighting.

Funding Source(s):

This would be an appropriation from Reserves in the amount of $26,300.

Attachments: *(click item to open)*

attachment 1. THE CONTRACT ENGLISH PARK SEPT 2022.docx
attachment 2. Childress quote 1-18-2023.docx

970 Wade Rd. Pittsville VA 24139
434-656-2360 / 434-728-3557

CONTRACT

CONTRACT SENT TO: PAUL HILL – TOWN OF ALTAVISTA
DATE OF CONTRACT: 9/26/22
LOCATION: ENGLISH PARK
DESCRIPTION:

- PART 1: WORK TO BE DONE-
  - REFEEDING FOUR 200 AMP PANEL BOXES (ACROSS THE ROAD)
  - INSTALLING WIRE IN CONDUIT (3 INCH)
  - SETTING 2 IN-GROUND BOXES
    - NOTES:
      - THE CUSTOMER WILL DO ALL OF THE TRENCHING AND ALSO WILL GET THE DRIVEWAY BORED
      - TROUBLESHOOTING FIRST BOX (NEAR WATERPARK)
        - IF FAULTY, ADDITIONAL CHARGE WILL BE ADDED FOR CORRECTION
        - POWER WILL HAVE TO BE PULLED ALL THE WAY TO THE DISCONNECTS
- PART 2: WORK TO BE DONE-
  - REFEEDING FOUR 50 AMP PEDESTALS BESIDE THE BATHROOMS
  - INSTALLING RIGID CONDUIT ON TWO POLES AT THE BOOKER BUILDING
  - REFEEDING THE LIGHTS ON THE POLES
  - LOWERING THE OUTLETS ON THE POLES (IF NOT WORKING, WE WILL ADD A CHANGE TO REPAIR)
    - NOTES: THE CUSTOMER WILL CUT THE PAVEMENT AND TRENCH THE LINE

(ONCE THE PIPE AND WIRE IS IN PLACE THE TOWN WILL COVER EVERYTHING BACK UP AND RESEED THE GRASS)
PARTS: $35,186.00
LABOR: $4,619.00
LIFT: $350.00 (CAN BE REMOVED IF THE TOWN PROVIDES BUCKET LIFT)
SERVICE CALL: $99.00
ESTIMATED TOTAL (UNLESS UNFORESEEN CIRCUMSTANCES ARISE): $40,254.00
PAYMENT TERMS:

- $ (DEPOSIT) DUE PRIOR TO PROJECT - $23,000.00
- $ DUE UPON COMPLETION OF PROJECT - $17,254.00***

*** OR WITHIN 30 DAYS OF INVOICE
IF YOU ARE AGREEABLE TO THESE TERMS, PLEASE SIGN AND DATE:

CLIENT: _____ **DATE:** _____

We accept cash, check, credit card or debit card
Thank you for your business!
(4% processing fee applied for all card transactions)

Paul,

Repair or replace 200-amp electrical feeds to the two panels that are not working. Repair or replace the 100-amp electrical feeds to the pedestals near the bath house. $26,300.00
Will still need to cut pavement if the feeds need to be replaced. Which is included except paving.

Thanks H.J.

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AGENDA ITEM #: 5.1

NEW ITEMS FOR DISCUSSION NEW
Title: Blight Discussion with State Bldg. Code Director, Jeffrey Brown
Staff Resource: Sharon D. Williams, AICP, Community Development Director

Action(s):

Participate in a discussion with Jeffrey Brown, Director of the State Building Code Office, on the tools available to tackle blight.

Explanation:

The Director of the State Building Code Office will discuss the various options available for the town to tackle blight.

Background:

Funding Source(s):

N/A

Attachments: *(click item to open)*

TOWN OF ALTAVISTA
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AGENDA COVER SHEET

AGENDA ITEM #: 5.2

NEW ITEMS FOR DISCUSSION NEW
Title: Update of Chapter 62 Solid Waste; Weed Control
Staff Resource: Sharon D. Williams, AICP, Community Development Director, Tom Fore, Public Services Director, andPaul Hill, Assistant Public Services Director, Jeff Arthur, Public Works Manager, Brian Roach, Buildings & Grounds Supervisor, Teri Anderson, Admin. Assistant

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Action(s):

Receive the information from staff and schedule a public hearing on the proposed changes.

Explanation:

The Departments of Community Development and Public Services are recommending that the solid waste ordinance be updated.

Background:

The Community Development Director and Public Services Director are recommending that the Town's solid waste ordinance be updated. The Chapter was last updated in 2004 when the town switched to automated collection, which began in January 2005. Since that time, some of the town's policies and practices have changed; however, the code has not been updated. Staff was also of the opinion that some services needed to be clarified, and fees increased to reflect actual costs.

Staff will also ask Town Council to consider a hardship policy for businesses in the the Central Business District.

Funding Source(s):

General Fund - Public Hearing Ad

Attachments: *(click item to open)*

attachment 1. Chapter_62___SOLID_WASTE__WEED_CONTROL 12-17.23
attachment 2. Dumpster Hardship Policy

Chapter 62 SOLID WASTE; WEED CONTROL[1]

ARTICLE I. IN GENERAL[2]

Sec. 62-1. Object of chapter provisions.

The object of this chapter is to provide for the health and welfare of the public by regulating the storage, collection, and disposal of solid waste; and to control the growth of weeds in the town.

(Ord. of 5-11-2004, § 1; Ord. of 7-13-2004(1), § 1)

Sec. 62-2. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Ashes means the residue resulting from the burning of wood, coal, coke or other combustible material.

Authorized person shall mean any town employee, any person employed by the town on a temporary basis, or any person designated by the town, to remove solid waste, or any person licensed by the town to provide bulk container collection service.

Automated collection container shall mean a container designated by the town manager, which shall be used for automated collection service; hereinafter, referred to as container.

Disposal means the storage, collection, handling, transportation, recycling, transformation, reduction, destruction or relocation of refuse.

Filth means any unwholesome substance, offal, litter, including human and animal waste.

Hazardous material means a substance or material in a form or quantity which may pose an unreasonable risk to health, safety or property when transported, and which the Secretary of Transportation of the United States has so designated by regulation or order to include aerosol spray receptacles (e.g., household cleaners, disinfectants, hairspray, spray paint), airbags and airbag inflators, alcohols (e.g., rubbing alcohol, high-proof spirits), ammunition and gun powders, bleaches, camping equipment (e.g., camping stove, kerosene lanterns), car

[1]Cross reference(s)—Disposal of dead companion animals, § 18-81; environment, ch. 34; manufactured homes and trailers, ch. 42; utilities, ch. 78.

State law reference(s)—Virginia Waste Management Act, Code of Virginia, § 10.1-1400 et seq.; removal of trash, garbage, etc., weeds and other foreign growth, Code of Virginia, §§ 15.2-901, 15.2-902; garbage and refuse disposal, Code of Virginia, § 15.2-927 et seq.; regulation of garbage and refuse pickup and disposal services, contracts, Code of Virginia, § 15.2-930; contracts for garbage and refuse pickup and disposal services, waste recovery facilities, Code of Virginia, § 15.2-932; delivery of garbage, trash and refuse to certain facilities, Code of Virginia, § 15.2-933; mailing summons for violation of trash ordinance, Code of Virginia, § 19.2-76.2.

[2]Editor's note(s)—Ord. of 5-11-2004, § 1, adopted May 11, 2004, repealed the former Art. I., §§ 62-1—62-6, and enacted a new Art. I as set out herein. The former Art. I pertained to similar subject matter. For complete list of derivations, see Code Comparative Table.

batteries, carbon dioxide canisters and cylinders, consumer electronics with lithium batteries (e.g., cell phones, laptops), dry ice, essential oils (flammable), fertilizer compounds and ammonium nitrate fertilizers, fire extinguishers, fireworks – consumer and novelty, fragrances (e.g., perfumes and colognes), fuels (e.g., gasoline, diesel fuel, propane, kerosene), fuel-powered equipment (containing fuel), hand sanitizer, inks (flammable), Insecticides and pest control products, lighters and matches, lithium batteries, including portable chargers and power banks, mercury and articles that contain mercury, nail polish and nail polish remover, oxygen tanks (medical and recreational), paints, paint thinners and removers, refrigerant gases (e.g., liquid nitrogen or carbon dioxide), scuba tanks, smoke detectors, swimming pool chemicals, and wood treatment products (e.g., sealants, stains, varnishes). If uncertain whether an item is classified as hazardous contact the Virginia Department of Environmental Quality (DEQ).

Person means any natural person, association, partnership, firm or corporation, who or which places any material out for disposal.

Solid Waste shall mean all waste materials, except body waste and shall include garbage, ashes, rubbish and trash.

(Ord. of 5-11-2004, § 1)

Sec. 62-3. Collection dates.

The town manager or their designee is vested with the duty of preparing a schedule for the collection of refuse providing for collection at least once each week in all sections of the town, and such schedule is to be posted in the town hall and made available to anyone requesting a copy.

(Ord. of 5-11-2004, § 1)

Sec. 62-4. Fees

All solid waste disposal fees and rates shall be as set from time to time by resolution of the town council and shown on the Town of Altavista Master List of Fees and Charges, hereinafter the "master list" which master list is incorporated herein by reference and made a part hereof and shall be enforceable as if set out herein.

(Ord. of 5-11-2004, § 1)

Sec. 62-5. Containers; protection.

The contents of garbage containers are the sole responsibility of the person placing the garbage out for collection, and it is the sole responsibility of such person to keep the garbage in the containers until it is picked up. Any spillage or release of contents of garbage containers for whatever reason shall be cleaned up by the person who placed it out for collection immediately upon discovery. Failure to clean up such spillage or release after notice from the town to do so shall constitute a violation of this chapter, punishable as prescribed in section 62-6. It shall be a rebuttable presumption that the owner or tenant of the parcel immediately adjacent to a garbage container is the person who placed that container out for collection.

(Ord. of 5-11-2004, § 1)

Sec. 62-6. Penalties for violation of chapter.

Except as otherwise provided in this chapter, any person who shall violate any provision of this chapter shall be guilty of a class 4 misdemeanor.

(Ord. of 5-11-2004, § 1)

Sec. 62-7. Only authorized persons to handle solid waste placed for collection.

It shall be unlawful for any person to scavenge in the solid waste of another, and no person, other than an authorized person, shall handle solid waste set out for collection, of the contents of any receptacle containing solid waste which has been put therein for removal by an authorized person.

No person, other than an authorized person, may place solid waste in a collection vehicle.

(Ord. of 5-11-2004, § 1)

Secs. 62-8—62-40. Reserved.

ARTICLE II. COLLECTION AND DISPOSAL[3]

Sec. 62-41. Plastic bags not to be used as containers.

Plastic bags may not be used as collection containers.

(Ord. of 5-11-2004, § 1)

Sec. 62-42. Solid waste disposal procedure.

(a) *Disposal.* Except as otherwise provided in this chapter, it shall be unlawful for any person to dump, burn, bury, destroy or otherwise dispose of any solid waste anywhere in the town.

(b) *Automated collection containers.* Each residence and business (see (3) a. below) will receive one 9~~5~~6-gallon container ~~or one 65-gallon container~~ at no cost. ~~Each residence will have the choice of size; however, if a change in the size of selected container is requested there will be a one-time fee of $50.00. If a residence does not request a specific size a 96-gallon container will be issued.~~ Each container will have a serial number and be assigned to a specific address and remain the property of the town. The town will repair and maintain the containers provided that damage is not the result of owner's negligence. In such cases there will be a ~~$50.00~~ charge to replace the container. In cases of negligence there will be a replacement charge as shown on the master list. Residences that have six or more residents may receive one additional container at no cost and any residence may obtain one additional container for an annual fee ~~of $100.00~~ as shown on the master list. In no case shall any residential address have more than two automated collection containers. The containers shall not exceed 200 pounds when placed at the curb for pickup.

(c) *Placement of containers.* Containers shall be placed in the following manner:

(1) Containers shall be placed at the curb or street edge directly in front of residences, unless another approved collection location has been established. Containers shall be placed so that the lid opens away from the street and shall be placed so that traffic is not impeded.

[3]Editor's note(s)—Ord. of 5-11-2004, § 1, adopted May 11, 2004, repealed the former Art. II., §§ 62-41—62-44, and enacted a new Art. II as set out herein. The former Art. II pertained to similar subject matter. For complete list of derivations, see Code Comparative Table.

(2) All containers from residences shall be placed adjacent to the street, sidewalk, or alley, as the case may be, not earlier than ~~6~~5:00 p.m. on the day prior to collection or not later than 5~~7~~:00 a.m. on the day which collection is scheduled to be made. Empty containers shall be removed from the street or sidewalk not later than 10:00 p.m. on the same day on which collections are made. Containers may not be left out at the street after the scheduled collection day.

(3) Businesses which use the alley to the rear of their establishments shall place containers out not earlier than 5:00 p.m. on the day prior and not later than 5~~7~~:00 a.m. on the day which collection is scheduled to be made. Businesses in the central business district (CBD) shall place their container(s) in the assigned location not earlier than 5:00 p.m. on the day prior or not later than 5 ~~7~~:00 a.m. on the day which collection is scheduled to be made. Business containers not in the CBD shall remove their containers from the collection sight not later than the close of business on the collection day. Containers placed in the CBD must be removed prior to 9:00 a.m. on the same day as collection is made.

a. Businesses will be given one 9~~5~~6-gallon container but may receive up two additional containers at an annual fee ~~of $100.00~~ as shown on the master list per container. The containers will be picked up one time weekly. Any business that requires collection of more than three 9~~5~~6-gallon containers in one week must obtain a dumpster and hire a private hauler for collection. The town will not provide collection service.

b. Street litter containers placed throughout the town by the department of public works are intended only for the use of the general public for litter. They are not provided for the benefit of residents and/or businesses for weekly and/or daily refuse disposal.

(4) Containers shall not be placed so as to interfere with pedestrian or vehicular traffic.

(5) Containers shall be placed at the designated location, in the correct position for collection at the curb and not less than five feet to any other obstacle, i.e., cars, trees, shrubs, mailboxes other containers, and the like. If this is not done the resident or business will receive a notice that identifies the problem. If the identified problem is not corrected after the third warning public works will not pick up the container until it is corrected.

(6) All solid waste placed inside the container must be contained inside a plastic or paper bag before placing it in the container. Loose solid waste shall not be placed inside the containers.

(7) All solid waste shall be drained free of liquids before placing it in the container.

(8) No hazardous materials shall be placed out for collection by the town.

(9) No dead animals shall be placed in the containers. Dead animals will require special pickup by request to the department of public works.

(10) ~~Solid waste items that are too large to fit in the container or too heavy, over 200 pounds, will require special pick up by the public works department. Solid waste shall be either placed in the approved container, or packaged in bundles not to exceed 50 pounds in weight and shall be made compact by packing small units into large units. Solid waste placed in the container(s) will be collected on regular collection days, but all other solid waste requiring special handling will be collected only on Thursdays and Fridays upon request to the department of public works by 12:00 noon on the preceding Wednesday.~~

~~(11) Brush shall be cut and stacked in bundles not exceeding 50 pounds in weight and five feet in length with all limbs placed in the same direction.~~

(12) The containers shall be kept clean by a thorough rinsing and draining as often as necessary to prevent the accumulation or residue of material on the bottom or sides of the containers.

(13) The containers shall remain the property of the town. Containers which are too badly damaged to hold refuse or be handled safely or that allow contents to be spilled shall be reported to the department of public works for repair. If the damage is due to neglect or abuse the resident or business may be charged for the cost of the repairs or ~~a $50.00 fee~~ current actual cost to replace the container, whichever is lower.

(14) All solid waste that is to be picked up as part of the regular collection must be placed inside the container and at the designated location. Items outside the container will not be picked up.

(15) Solid waste placed in containers other than those provided by the town will not be collected.

(16) Ashes are not to be placed inside the containers.

(d) *Certain solid waste not to be collected-generally.* Manure, topsoil, earth, stone, rock, brick, concrete, asphalt, heavy metal, sheet rock, plate or large broken glass, poisons, caustics, acids, hazardous waste, trees, stumps, explosives, or other dangerous materials, or rubbish from construction, remodeling, razing and repair operations on houses, commercial buildings and other structures shall not be placed out for collection by any person and shall not be removed by an authorized person, and in no circumstances shall hazardous waste be put out for collection by any person.

(e) *Exceptions: physically challenged service.* Any person who is physically unable to transport all refuse generated by all persons residing in a dwelling unit to the locations described in subsection (c)(1) of this section may apply to the manager of the department of public works for physically challenged service.

(1) Physically challenged service is available only when there is no person residing in a dwelling unit who is physically able to transport the automated collection container to the locations described in subsection (c)(1) of this section.

(2) Any person applying for physically challenged service must present within 6 months of such an application a medical doctor's certification or other satisfactory evidence, that all persons residing in a dwelling unit are unable to transport the container to the locations described in subsection (c)(1) of this section.

(3) Any person receiving physically challenged service must notify the manager of the department of public works of any change in their status such that they no longer need the service within 30 days of such change due to improved health, relocation of the person receiving the service, or any other reason.

(f) *Collection schedules.* Collection schedules during periods of inclement weather and holidays are subject to change. Holiday schedule changes ~~are normally published in the *Altavista Journal* at least one week in advance and~~ can ~~also~~ be found in the annual town calendar and the town's social media pages ~~government informational channel on the local cable television system~~. Trash collection is generally the day following but may also be earlier if circumstances warrant. Holidays which fall on Saturday are observed Friday. Holidays which fall on Sunday are observed Monday. Refuse shall not be placed out on those days indicated in the news media as holidays with no trash collection.

(g) *Brush Collection*. The Town collects brush throughout the year. Brush collection is designated for pruning and general cleaning up around residential properties. It is not designated for land clearing, tree truck removal, or stump removal.

(1) Cut brush and limbs shall be no more than three inches (3”) in diameter and ten feet (10’) in length and stacked no higher than five feet (5’) for pickup.

(2) Brush shall be placed at the curb or edge of pavement. It shall not be placed in the street, nor shall it block the sidewalk, water meters, or storm drains nor be placed under powerlines.

(3) Brush must be cut and placed out by the homeowner or tenant.

(4) Grass clippings and acorns must be bagged and set out at the curb and will be collected on bulk collection days, not as part of brush collection.

(5) Brush collection is limited to no more than one load per month.

(6) Work completed by contractors is not eligible for collection and shall be removed from the site by the contractor.

(h) *Bulk Collection*. Items that are too large and cannot be broken down to fit into a residential waste container are eligible for bulk collection.

(1) To prevent damage to property, items shall be placed five feet (5') from trash cans, mailboxes, fences or walls, water meters, telephone connection boxes, hydrants, utility poles, parked vehicles and shall not be placed under powerlines.

(2) Freon-containing appliances, such as refrigerators or air conditioners require special handling and will only be picked up with advanced notification to the Town.

(3) Doors shall be removed from all appliances prior to placing the item out for collection.

(4) Households are eligible to dispose one set of tires per calendar year. Rims must be removed prior to placing tires at the curb for collection. Additional tires may be disposed of at the Campbell County landfill for a fee.

(5) Collection of mixed refuse or furniture resulting from vacating a residence (tenant or homeowner moveout) is available for a fee as show on the master list.

(6) Grass clippings and acorns that are bagged shall be collected during bulk collection.

(7) Bulk collection is limited to no more than one load per month.

(i) *Weekend Truck*. Subject to availability, the town will park a dump truck on property on Friday afternoon for residents or businesses to fill up with acceptable items that can be taken to the landfill.

(1) Acceptable items include:

a. Household Items: beds, including mattresses and box springs, tables, lamps, stoves, refrigerators, microwaves, and paint cans that have been filled with sawdust and/or kitty litter to dry.

b. Outdoor appliances: grills, lawn furniture, fire pits, and lawn equipment which is free of oil and gas.

(2) Prohibited items include:

a. No hazardous materials shall be placed out for collection by the town.

(3) A release form must be signed and on file at Town Hall before the truck will be placed on the premises.

(4) The fee shall be as shown on the master list and paid before the truck will be placed on the premises.

(Ord. of 5-11-2004, § 1)

Sec. 62-43. Commercial solid waste collection.

(a) *Generally.* All businesses generating in excess of two cubic yards of solid waste per week, mobile home parks, and rental properties containing more than five rental units must use a private hauler to collect all solid waste, whether it be from a dumpster or can collection service. All dumpsters and other solid waste containers must be equipped with properly functioning lids and maintained so that no solid waste material can escape the dumpster or container. Dumpsters or solid waste containers are the property and responsibility of the private hauler but in the case that a dumpster or solid waste container is not in

compliance with this section the business owner will be contacted. It will then be the responsibility of that owner to contact the hauler to have the dumpster or solid waste container repaired or replaced.

(b) *Dumpster standards.*

(1) Dumpsters shall be placed in a location that is clearly accessible to the servicing vehicle.

(2) Dumpsters shall be placed only on a concrete slab or asphalted area or as otherwise approved by Public Services.

(3) Lids must be operational and closed at all times.

(4) ~~All dumpsters shall be screened if and to the extent that, in the absence of screening, they would be clearly visible to:~~

~~a. Persons located within any dwelling unit on residential property; or,~~

~~b. Occupants, customers, or other invitees located within any building on nonresidential property other than where the dumpster is located; or,~~

~~c. Persons traveling on any public street, sidewalk or other public way.~~

~~d. All dumpsters regulated under this subsection (b)(4) which are in place upon the effective date of this section, shall be in compliance herewith, not later than June 1, 2008.~~

All dumpsters shall be enclosed with opaque structural materials in such a manner as to not be visible from adjacent properties or from the public street or other public space. Such enclosure or screening shall be designed to prevent trash or refuse from blowing onto other areas of the site or onto adjacent property or public streets or spaces.

(5) ~~When dumpster screening is required under this section,~~ ~~s~~Screening shall be on three sides with a six-foot opaque screen of masonry, brick, stone or architectural block (that matches building's architecture), wood fencing, or other opaque materials approved by the zoning administrator. The fourth side shall be equipped with an opaque gate capable of being latched and of not less than six feet in height.

(6) Dumpster enclosures shall not be located in front of the main building unless approved by the zoning administrator. Prior to beginning construction, a site plan for the enclosure must be submitted to the zoning administrator for review.

(7) Dumpster enclosures shall be maintained in a structurally sound ~~and attractive~~ manner.

(8) Within the central business district reasonable exceptions to the enclosure requirements may be granted if in the zoning administrator's discretion, in consultation with Public Services, circumstances require such exemption under the town's hardship policy.

(9) Any enclosure that is in existence at the time of the adoption of this ordinance may remain unless:

a. It is determined by the zoning administrator that the enclosure is in such disrepair that it must be replaced; or,

b. The owner chooses to replace the enclosure; or,

c. The enclosure is damaged by any causality to an extent exceeding 50 percent of the structure.

In any such case, the enclosure must be replaced to meet the guidelines of this section.

(10) Temporary roll-off dumpsters are permitted provided the contents are secured to prevent the materials from leaking, spilling, blowing or falling.

(c) *Dumpster regulations by district.*

(1) Regulations shall apply to all residential and commercial districts as described in subsections 62-43 (a) and (b).

(2) ~~Regulations shall only apply in industrial districts where uses are considered residential and/or commercial.~~

In industrial districts, areas used for the deposit and collection of trash or refuse shall be enclosed or screened with opaque structural materials in such a manner as not to be visible from adjacent properties in a residential or business district or from any public street or other public space. Such enclosure or screening shall be designed to prevent trash or refuse from blowing onto other areas of the site or onto adjacent property or public streets or spaces.

(Ord. of 5-11-2004, § 1; Ord. of 12-11-2007, § 1; Ord. of 9-9-2008, § 1)

Sec. 62-44. Burning leaves and brush.

(a) With the exception stated in subsection (b), it shall be unlawful to burn leaves and brush within the town limits at any time.

(b) Notwithstanding subsection (a), leaves and brush may be burned in connection with the clearing of land for residential, commercial or industrial development provided that the landowner has first obtained a permit from the town for said burning and provided that the landowner complies with all the requirements of the permit. All such burning ~~shall~~ may be supervised by personnel of the Altavista Volunteer Fire Company, Inc. (hereinafter fire company) and landowner shall be responsible for and shall pay any cost involved in such supervision. Landowner shall comply with all directives of the fire company in connection with said burning. Failure to obtain a permit from the town prior to such burning and/or failure to comply strictly with requirements contained in said permit and/or failure to comply with the directives of the fire company during such burning shall constitute a violation of this section.

(c) Violation of this section shall constitute a class 4 misdemeanor.

(Ord. of 11-12-2002, § 1)

Secs. 62-45—62-80. Reserved.

ARTICLE III. ACCUMULATED TRASH AND OFFENSIVE MATTER

Sec. 62-81. Prohibited accumulations.

It shall be unlawful for any person to allow any trash, garbage, refuse, filth, obnoxious or offensive matter or thing whatsoever to accumulate upon his or her other premises or any vacant lot in the town.

(Code 1968, § 8-9)

Sec. 62-82. Removal or disposal of solid waste.

(a) The owners of property in the town shall, at such times as the town council may prescribe, remove therefrom any and all solid waste including trash, garbage, refuse, litter and other substances which might endanger the health or safety of other residents of the town; or may, whenever the town council deems it necessary, after reasonable notice, have such solid waste including trash, garbage, refuse, litter and other

like substances which might endanger the health of other residents of the town, removed by its own agents or employees, in which event the cost or expenses thereof including an administrative fee ~~of $75.00~~ as shown on the master list shall be chargeable to and paid by the owners of such property and may be collected by the town as taxes are collected.

(b) Solid waste including trash, garbage, refuse and litter shall be disposed of either by direct transport to the landfill by owner or in the receptacles and in the manner provided for in article I and article II hereof and in no other manner not authorized by law.

(c) Every charge authorized by this section with which the owner of any such property shall have been assessed and which remains unpaid shall constitute a lien against such property ranking on a parity with liens for unpaid local taxes and enforceable in the same manner as provided in Code of Virginia, §§ 58.1-3940 et seq. and 58.1-3965 et seq. The town may waive such liens in order to facilitate the sale of the property. Such liens may be waived only as to a purchaser who is unrelated by blood or marriage to the owner and who has no business association with the owner. All such liens shall remain a personal obligation of the owner of the property at the time the liens were imposed.

(d) Reasonable notice of the date fixed by the council for the removal of such solid waste including trash, garbage, refuse, litter and other substances which might endanger the health or safety of other citizens of the town, shall be given by delivery of a written notice to each property owner. Upon the failure of such property owner to remove such solid waste by the date fixed, the town manager shall notify the property owner by certified mail that he or she has 15 days from the date thereof to remove such solid waste and that upon his or her failure to so remove such solid waste the town manager shall have such solid waste removed and shall charge the cost and expenses thereof to such owner.

(e) Upon the completion of such removal, the town manager shall send by certified mail to such owner a bill for the cost and expenses of the removal including an administrative fee ~~of $75.00~~ as shown on the master list with the notation thereon that such charges are collectible by the town as taxes are collected and that failure to pay the bill within 60 days of the date thereof will result in a lien being perfected against the property and the institution of other collection procedures. Upon the owner's failure to pay such bill by the date set thereon, the town manager shall perfect such lien by recording the lien in the clerk's office of the Campbell County circuit court and may, pursuant to law, institute such collection procedures as he or she may deem necessary.

(Code 1968, §§ 8-10—8-12; Ord. of 7-13-2004(2), § 1)

State law reference(s)—Authority for above section, Code of Virginia, § 15.2-901.

Secs. 62-83—62-110. Reserved.

ARTICLE IV. LITTER

Sec. 62-111. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Abandoned motor vehicle means a motor vehicle, trailer, or semitrailer or part of a motor vehicle, trailer, or semitrailer that:

(1) Is inoperable and is left unattended on public property, other than an interstate highway or primary highway, for more than 48 hours;

(2) Has remained illegally on public property for more than 48 hours;

(3) Has remained for more than 48 hours on private property without the consent of the property's owner, regardless of whether it was brought onto the private property with the consent of the owner or person in control of the private property;

(4) Is inoperable, left unattended, or both, on an interstate highway; or

(5) Is inoperable, left unattended, or both, on the shoulder of a primary highway.

Advisory board means the state litter control and recycling fund advisory board.

Disposable package or container means all packages or containers intended or used to contain solids, liquids or materials and so designated.

Fund means the litter control and recycling fund.

Litter means all waste material including, but not limited to, disposable packages or containers, but not including the wastes of the primary processes of mining, logging, sawmilling, farming or manufacturing.

Litter receptacle means those containers, suitable for the depositing of litter, between 20 and 60 gallons in capacity, with a tight lid or cover.

Person means any natural person, corporation, partnership, association, firm, receiver, guardian, trustee, executor, administrator, fiduciary, or representative or group of individuals or entities of any kind.

Public place means any area that is used or held out for use by the public whether owned or operated by public or private interests.

Vehicle means every device capable of being moved upon a public highway and in, upon, or by which any person or property may be transported upon a public highway, except devices moved by human power or used exclusively upon stationary rails or tracks.

Watercraft means any boat, ship, vessel, barge, or other floating craft.

(Code 1968, § 13-150)

Cross reference(s)—Definitions generally, § 1-2.

State law reference(s)—Similar provisions, Code of Virginia, §§ 10.1-1414, 46.2-1200.

Sec. 62-112. Dumping trash or other unsightly matter on highway, right-of-way or private property; penalty.

(a) It shall be unlawful for any person to dump or otherwise dispose of trash, garbage, refuse, litter, or other unsightly matter on public property, including a public highway, right-of-way, property adjacent to such highway or right-of-way, or on private property without the written consent of the owner thereof or his or her agent. Any violation of this subsection shall constitute a class I misdemeanor punishable by confinement in jail for not more than 12 months and a fine of not ~~less than $250.00 or~~ more than $2,500.00, either or both.

(b) When any person is arrested for a violation of this section, and the matter alleged to have been illegally dumped or disposed of has been ejected from a motor vehicle or transported to the disposal site in a motor vehicle, the arresting officer may comply with the provisions of Code of Virginia, § 46.2-936, in making such arrest. When a violation of the provisions of this section has been observed by any person, and the matter illegally dumped or disposed of has been ejected or removed from a motor vehicle, the owner or operator of such motor vehicle shall be presumed to be the person ejecting or disposing of such matter. However, such presumption shall be rebuttable by competent evidence. Any person convicted of a violation of this

subsection shall be guilty of a class I misdemeanor punishable by confinement in jail for not more than 12 months and a fine of not ~~less than $250.00 or~~ more than $2,500.00, either or both.

(c) The provisions of this section shall not apply to the lawful disposal of such matter in landfills.

(Code 1968, §§ 11-14(a)—(d), 13-151, 13-152)

Cross reference(s)—Traffic and vehicles, ch. 74.

State law reference(s)—Similar provisions, Code of Virginia, ~~§ 33.1-346~~ § 33.2-802; allowing escape of load material from vehicle, Code of Virginia, § 10.1-1424.

Sec. 62-113. Suspension of sentence for violation of section 62-112; disposition of fines.

Upon conviction of any person for a violation of section 62-112, the court may suspend the imposition of any sentence on condition that the defendant volunteer his or her services for such period of time as the court may designate to remove litter from the highway. Any such sums collected shall be paid into the court and forwarded to the town treasurer for the construction and maintenance of town streets.

(Code 1968, § 11-14(e))

State law reference(s)—Similar provisions, Code of Virginia, § ~~33.1-346.1~~ § 33.2-802.

Sec. 62-114. Maintaining receptacles.

It shall be the responsibility of the owner, manager, occupant, lessee of, or other person responsible for any property or place of business to maintain in good condition and to regularly empty litter receptacles on such property for the disposal of litter by persons employed at or frequenting such property or place of business.

(Code 1968, § 13-153)

State law reference(s)—Similar provisions, Code of Virginia, § 10.1-1421.

Sec. 62-115. Sweeping litter into gutter or ditch.

It shall be unlawful for any person to sweep into or deposit in any gutter, street or other public place within the town any accumulation of litter from any building or lot or from any public or private sidewalk or driveway. The owner, manager, occupant, lessee of, or other person responsible for any property or place of business within the town shall maintain their property in a clean and litter free manner, including sidewalks, grass strips, parking areas, alleys or rights-of-way.

(Code 1968, § 13-154)

Sec. 62-116. Allowing escape of load material; penalty.

No vehicle shall be driven or moved on any highway unless the vehicle is constructed or loaded to prevent any of its load from dropping, sifting, leaking or otherwise escaping from such vehicle. However, sand or any substance for increasing traction during times of snow and ice may be dropped for the purpose of securing traction, or water or other substances may be sprinkled on a roadway in cleaning or maintaining the roadway by the commonwealth or local government agency having that responsibility. Any person operating a vehicle from which any glass or objects have fallen or escaped which could constitute an obstruction or damage a vehicle or otherwise endanger travel upon a public highway shall immediately cause the highway to be cleaned of all glass or objects and shall pay any costs therefor. Violation of this section shall constitute a class 1 misdemeanor.

(Code 1968, § 13-155)

State law reference(s)—Similar provisions, Code of Virginia, § 10.1-1424.

Sec. 62-117. Construction sites; cleanliness.

It shall be the responsibility of the property owners and the prime contractor in charge of any construction site to provide litter containers for construction and workers' litter. All litter from construction activities or any related activities shall be containerized, and all litter will be picked up and placed in containers at the end of each workday.

(Code 1968, § 13-156)

Sec. 62-118. Casting refuse into waters.

Except as otherwise permitted by law, it shall be unlawful for any person to cast, throw or dump any garbage, refuse, dead animal, trash, carton, can, bottle, container, box, lumber, timber or like material, or other solid waste, except fish or crab bait in any form, into any of the waters of the town. When a violation of any provision of this section has been observed by any person, and the matter dumped or disposed of in the waters of the town has been ejected from a boat, the owner or operator of such boat shall be presumed to be the person ejecting such matter; provided, however, that such presumption shall be rebuttable by competent evidence. Every such act shall be a class 2 misdemeanor punishable by a fine not to exceed $100.00 or confinement in jail not to exceed 30 days, or both. Every law enforcement officer of this commonwealth and the town shall have authority to enforce the provisions of this section.

(Code 1968, §§ 13-151, 13-157)

State law reference(s)—Similar provisions, Code of Virginia, § 62.1-194; municipal regulation of lakes and other waters, Code of Virginia, § 15.2-1110.

Sec. 62-119. Disposal of household garbage in litter receptacles.

It shall be unlawful for any person to dispose of household garbage in commercial or other business litter receptacles, such as those placed pursuant to section 62-114. This shall not be construed to mean that wastes of food consumed on the premises at any public place may not be deposited in litter receptacles.

(Code 1968, § 13-158)

Sec. 62-120. Penalty for violation of article provisions.

Every person convicted of a violation of this article, for which no penalty is specially provided, shall be guilty of a class 4 misdemeanor ~~punished~~ punishable by a fine of not more than $50.00 for each such violation.

(Code 1968, § 13-159)

State law reference(s)—Similar provisions, Code of Virginia, § 10.1-1418.

Secs. 62-121—62-150. Reserved.

ARTICLE V. WEED CONTROL[4]

Sec. 62-151. Weed control.

(a) *Weeds* shall mean any plant, grass, or other vegetation of uncontrolled growth over 12 inches high, other than trees, shrubbery, agricultural plants, or flowering landscaping with controlled growth, and excluding therefrom the following:

(1) Growth located on banks of continually flowing streams.

(2) Natural and undisturbed slopes of a vertical angle of 30 degrees or greater excluding such areas which are contiguous to the street right-of-way.

(3) Cliffs, bluffs, ravines, and other similar areas with vegetation foliage.

(4) Natural and undisturbed wooded areas.

(b) It shall constitute a public nuisance for an owner of occupied or vacant, developed or undeveloped property in the town, including such property upon which buildings or other improvements are located, whether residential, commercial or industrial, to permit weeds as defined in subsection (a) above to grow thereon, including such weeds which are located between such property bordering on a public street and the curb line or pavement edge of the street.

(c) It shall be unlawful for any owner or occupant of a property in the town to cause or allow a public nuisance as described in this section to exist with respect to such property or such area of public right-of-way. An owner or occupant of such a property shall abate any such public nuisance on said property and where required on any public right-of-way bordering such property.

(d) Upon determination by the town manager, or his/her designee, that there exists on any property within the town, including the area between such land or premises and the curbline, any weeds as defined in subsection (a) above constituting a public nuisance under the provisions of subsection (b) above, notice shall be served on the owner of such property or his/her agent, or on the occupant thereof, or both, to cause such weeds to be cut and removed from such property within five days from the date of delivery of such notice. Such notice shall state that if such owner fails to cut and remove said weeds by the time specified the town may do so and, in such event, said owner will be charged with the expense thereof including an administrative fee of $75.00.

(e) Service of the notice provided for in subsection (d) shall be by first class mail with delivery confirmation, personal delivery or posting in a conspicuous place upon the property; provided, however, that if the property is unoccupied and the owner or his/her agent cannot be found by the exercise of due diligence or is unknown, such notice shall be sufficient against the owner if given by first class mail to the owner's last known mailing address and posted in a conspicuous place upon the property. The town manager, or his/her designee, is hereby authorized to deliver or post such notices. For purposes of this provision, one written

[4]Editor's note(s)—Ord. of 7-13-2004(3), adopted July 13, 2004, pertained to weed control and these provisions were designated as § 62-83. For purpose of classification and to facilitate indexing and reference, the editor has redesignated § 62-83 as § 62-151.

notice per growing season to the owner of record of the subject property shall be considered reasonable notice.

(f) In the event that said owner or occupant fails to cut and remove said weeds from such property within the time specified the town may have such weeds cut by its agents or employees, in which event the cost and expenses thereof including an administrative fee of $75.00 shall be chargeable to and paid by the owner of such property and may be collected by the town as taxes are collected.

(g) Every charge authorized by this section with which the owner of any such property shall have been assessed and which remains unpaid shall constitute a lien against such property ranking on a parity with liens for unpaid local taxes and enforceable in the same manner as provided in Code of Virginia, §§ 58.1-3940 et seq. and 58.1-3965 et seq. The town may waive such liens in order to facilitate the sale of the property. Such liens may be waived only as to a purchaser who is unrelated by blood or marriage to the owner and who has no business association with the owner. All such liens shall remain a personal obligation of the owner of the property at the time the liens were imposed.

(h) Upon the completion of such removal, the town manager shall send by certified mail to such owner a bill for the cost and expenses of the removal including an administrative fee of $75.00 with the notation thereon that such charges are collectible by the town as taxes are collected and that failure to pay the bill within 60 days of the date thereof will result in a lien being perfected against the property and the institution of other collection procedures. Upon the owner's failure to pay such bill by the date set thereon, the town manager shall perfect such lien by recording the lien in the clerk's office of the Circuit Court of Campbell County and may, pursuant to law, institute such collection procedures as he or she may deem necessary.

(Ord. of 7-13-2004(3), § 1; Ord. of 4-13-2021(1), § 1)

Business Hardship for Mainstreet Dumpster Location Policy

1. It is understood that in the downtown business district locating a dumpster for businesses is not always possible on the owner's property.
2. If the Town has town owned property that is available and suitable for a downtown business that is experiencing hardship, the Town will try to provide a location for an (8) eight cubic yard dumpster for the business experiencing the hardship.
3. When the location has been provided for the business that is experiencing the hardship that business must make the dumpster site compliant with all applicable solid waste ordinance requirements of the Town Code,
4. Failure to make and maintain the dumpster site compliant with all applicable solid waste ordinance requirements of the Town Code could result in the dumpster needing to be removed from Town owned property.
5. These Town owned properties are from time to time used as staging areas by the Town. (A staging area is an area whereby the Town will have product of some type delivered to the area and then transferred to its permanent locations when, there is a large amount of product that is delivered to one central location.) During the time that a staging area is needed there may be times that the owner of the dumpster will have limited ability for their dumpster to be emptied. These staging events normally take no longer than a week when they occur and the Town will make every attempt to notify the owners of the potential for this service interruption, and how long to expect a delay.

TOWN OF ALTAVISTA
TOWN COUNCIL WORK SESSION
January 24, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 5.3

NEW ITEMS FOR DISCUSSION NEW
Title: Public Works - Surplus Request
Staff Resource: Jeff Arthur, Public Works Manager, and Paul Hill, Asst. Public Services Director

Action(s):

Approve request.

Explanation:

Staff is requesting Town Council's consideration to declare the following items as surplus:

- A 2001 Chevrolet 2500 HD Pickup Truck
- (2) 8ft Hinken Plows - which will only fit the truck mentioned above

Approval would also authorize Staff to sell the items.

Background:

Periodically, Staff will request Council's consideration to surplus items that are no longer in good condition, or not in service; so the items can be disposed of or sold.

Funding Source(s):

N / A

Attachments: *(click item to open)*

attachment 1. PW Surplus Request #1 1.24.23.JPG
attachment 2. PW Surplus Request #2 1.24.23.JPG
attachment 3. PW Surplus Request #3 1.24.23.JPG


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1/19/2023 15:09


1/19/2023 15:09


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1/19/2023 15:16

TOWN OF ALTAVISTA
TOWN COUNCIL WORK SESSION
January 24, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 5.4

NEW ITEMS FOR DISCUSSION NEW
Title: Return Sludge Replacement Impeller
Staff Resource: Tom Fore, Paul Hill, Steve Bond

Action(s):

Staff is requesting Council for approval to use leftover CIP funds for 2023 if any for Wastewater or leftover operational funds from enterprise funds to cover a deficit to replace a return sludge impeller assembly. If there are no leftover funds, then there will need to be an appropriation from enterprise reserves at the end of the 2023 fiscal year. (An additional amount of $2,226.30 to cover the deficit.)

Explanation:

The WWTP staff has received a quote from the vendor for the Impeller assembly that has been running less than $5000 per year for the last several years. This is an increase of about 70% and is a sole source Item.

Background:

The Sludge pumps are suction lift pumps that are used to return sludge from the bottom of the clarifiers back to aeration. These pumps require alternating runs and are used constantly and do wear out over time and need to be replaced. Because these are over $3000.00, they are put on the CIP every other year for replacement.

Funding Source(s):

Remaining CIP funds, or remaining enterprise funds, or Enterprise Reserve

Attachments: *(click item to open)*

attachment. ORDER_QUOTATION_REP_310681 (002).pdf

Sales Quotation

Quotation Number:	T30452	Quotation Date:	01/06/2023	Sales Engineer:	TOM THOMAS
Revision No:	1	Date Printed:	01/06/2023	Phone:	(C) 804 399-1977 (O) 804-639-4646
Customer Number:	111311	Expiration Date:		Email:	tthomas@tencarva.com
Customer RFQ		Order Contact:	DONNA HAIRE	Branch:	VA RICHMOND

Document Address:
ALTAVISTA, TOWN OF
ATTN ACCOUNTS PAYABLE
WASTERWATER PLANT
ALTAVISTA VA 24517

Delivery Address:
TOWN OF ALTAVISTA WWTP
1200 LANE ACCESS ROAD
ALTAVISTA VA 24517

Payment Terms:	Net 30	Customer Contact:	STEPHEN BOND
Terms of Delivery:	FOB SHIPPING POINT PREPAID & ALLOW	Customer Phone:	434-841-0184
Ship Via:	BEST WAY FREIGHT ALLOWED	Customer Email:	sbond@altavistava.gov

QUOTE VALID FOR 5 DAYS

Pos	Part No / Description	QTY	Unit	Sell Price	Ext. Sell Price
1	**44163-291** ROTATING-ASSY T8A3S-B	1	EA	6,877.75	6,877.75
2	**12348A 10010** PLATE WEAR CI	1	EA	339.00	339.00
3	**48261-056** SHIM-SET ADJ	1	EA	9.55	9.55

Sub Total: **7,226.30**

Gross Total: **7,226.30**

RICHMOND ADDRESS:
TENCARVA MACHINERY COMPANY
12200 WILFONG COURT
MIDLOTHIAN, VA 23112
PHONE (804)639-4646
FAX (804)639-2400
CREDIT@TENCARVA.COM

REMIT TO BY MAIL/ONLINE:
TENCARVA MACHINERY
PO BOX 409897
ATLANTA, GA 30384

WWW.TENCARVA.COM

REMIT BY ACH:
RECEIVING BANK: BANK OF AMERICA, N.A.
ABA/ROUTING #: 053000196
ACCOUNT #: 0021-208-186

EMAIL FOR REMITTANCE: PAYMENTS@TENCARVA.COM

Sales Quotation

Quotation Number:	T30452	Quotation Date:	01/06/2023	Sales Engineer:	TOM THOMAS
Revision No:	1	Date Printed:	01/06/2023	Phone:	(C) 804 399-1977 (O) 804-639-4646
Customer Number:	111311	Expiration Date:		Email:	tthomas@tencarva.com
Customer RFQ		Order Contact:	DONNA HAIRE	Branch:	VA RICHMOND

Terms and Conditions

Tencarva Machinery Company ("Tencarva") agrees to contract with Buyer for the sale of the equipment described herein (the "Products") and services to be performed by Tencarva in connection with the Products (the "Services") only if Buyer's acceptance of Tencarva's offer to sell contains all of the terms set forth herein. Tencarva hereby objects to any additional terms. Any confirmatory action by the Buyer or acceptance of the Products or Services shall constitute assent to these terms and any additional terms set forth therein shall not be effective or binding.

1. The Services are warranted to be performed in a workmanlike manner. The determination of compliance with this warranty will be based on testing under controlled conditions with calibrated instruments in accordance with the standards of the Hydraulic Institute or other nationally recognized accreditation standards. If any nonconformity with this warranty appears within 45 days after the Services are performed, the exclusive obligation of Tencarva shall be to re-perform the nonconforming Services in a conforming manner. Such a correction of nonconformities shall be Buyer's exclusive remedy with respect to the Services delivered or performed by Tencarva. Tencarva's liability on any claim shall in no case exceed the purchase price allocable to the Services which gives rise to the claim.

2. To the extent assignable, Tencarva shall assign to Buyer, without recourse to Tencarva, all warranties of the manufacturer of the Products made with respect to the Products. Tencarva makes NO IMPLIED WARRANTIES OF ANY TYPE, WHETHER OF MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE with respect to the Products or Services, and no warranties or guaranties, express or implied, are made by Tencarva except as specifically provided herein.

3. IN NO EVENT SHALL TENCARVA BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL OR SPECIAL DAMAGES, INCLUDING, BUT NOT LIMITED TO, LOST PROFITS AND ATTORNEY'S FEES, WITH RESPECT TO THE PRODUCTS OR SERVICES OR OTHERWISE. Tencarva shall have no liability with respect to any installation adjustments, repairs or other work done upon or in connection with the Products by Buyer or others. Any cause of action against Tencarva arising out of or relating to the Products or the Services shall expire unless brought within one year of time of accrual thereof.

4. Once placed, orders for the Products or Services by Buyer may be canceled only with Tencarva's approval upon payment by Buyer for work performed and/or expenses incurred by Tencarva to the date of cancellation. Buyer shall pay Tencarva for interest on any amount not paid when due at a rate of one and one half percent (1 1/2%) per month, or the maximum rate permitted by law, whichever is less, together with all costs of collection. All prices for Products and Services are exclusive of all taxes. Wherever applicable, any tax or taxes will be added to the invoice as a separate charge to be paid by Buyer.

5. To the extent that Products or any portion thereof are supplied according to Buyer's design or instructions, are modified by Buyer, are combined by Buyer with equipment or things not furnished hereunder, or are used by Buyer to perform a process or produce a product, and by reason of said design, instructions, modification, combination, performance or production, a suit or proceeding is brought against Tencarva, Buyer shall defend, indemnify, release and hold harmless Tencarva, its directors, officers, employees, agents, representatives, successors and assigns against any and all liability, suits, actions, or proceedings, at law or in equity, and from any and all claims, demands, losses, judgments, penalties, damages, costs and expenses arising therefrom and in connection therewith, including, without limitation, patent infringement claims.

6. Buyer shall supply to Tencarva, in a timely fashion, all required technical information, including drawing approval and all required documentation. Tencarva shall not be liable for loss, damage, delay, and/or late delivery due to causes beyond its reasonable control, including, without limitation, late delivery by the manufacturer of the Products, fire, strike or concerted action of workmen, act or omission of any governmental authority, or delays in transportation. In the event of delay due to any such cause, the date of delivery will be postponed by such length of time as may be reasonably necessary to compensate for the delay.

TOWN OF ALTAVISTA
TOWN COUNCIL WORK SESSION
January 24, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 5.5

NEW ITEMS FOR DISCUSSION NEW
Title: Springs Rehabilitation Engineering Proposals
Staff Resource: Tom Fore, Paul Hill

Action(s):

Request Council to allow staff to hire Engineering Concepts Incorporated to do the design and construction administration work for the Springs Rehabilitation Project.

Explanation:

The town council approved staff to move forward with acquiring engineering services to design as well as provide contract administration over construction of the project. We have received the proposals and have been attached for your reference.

Background:

Funding Source(s):

Attachments: *(click item to open)*

attachment 1. M&C Final Proposal.pdf
attachment 2. ECI Proposal.pdf
attachment 3. Springs Rehab Evaluation PDF.pdf
attachment 4. P&B Altavista Proposal-Spring Rehab Peed & Bortz.pdf
attachment 5. H&P Town of Altavista (McMinnis and Reynolds Springs) H&P.pdf

TOWN OF ALTAVISTA

Town of Altavista Virginia
Treasured Past, Innovative Future.

Principal-in-Charge/QAQC
- Bradley C. Craig, PE

Project Manager
- Ryan P. Kincer, PE

Surveying
- Timothy Caldwell, LS
- Survey Crew

Structural
- Chad M. Thomas, PE
- Cyan T. Belluccia, PE
- Darren K. Allen

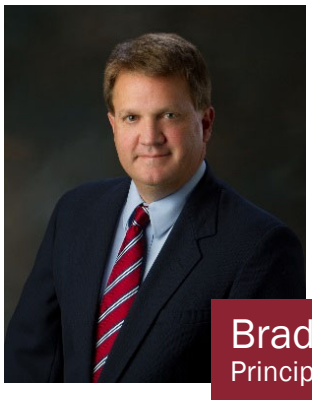
Site/Pump Station Design
- Ryan P. Kincer, PE
- Bradley C. Craig, PE
- D. Bryon Lewis, PE
- Allan Bowyer

Geotechnical
- ECS
- Brian Wyatt, PE

Mechanical/Electrical Plumbing
- LPA, Inc.
- Winston Matthews, PE

Denotes Key Personnel

Mattern & Craig
ENGINEERS • SURVEYORS



Bradley Craig, PE
Principal-in-Charge/Project Manager

Years of Experience

With Mattern & Craig	29 Years
With Other Firms	3 Years

Education

BS/1989/Civil Engineering/VA Tech

Registration

1993/PE/VA #23879

Memberships

American Public Works Association

Virginia Rural Water Association

Certifications

Registered Gas Distribution Professional (RGPD)

National Assn. of Sewer Services Companies (NASSCO) - PACP, MACP, and LACP

Specialties

Water and wastewater utility design

Water treatment

Wastewater treatment

Hydraulic analyses (WaterCAD, KYPipe, SewerCAD)

Site Development

Funding Assistance

Experience Overview

Brad has extensive experience with the planning, project management and design of infrastructure improvement projects for various municipalities and state agencies. He has significant experience in the design of utility projects covering the areas of water distribution, water pumping, wastewater collection and wastewater pumping. Brad has also designed several water treatment plant upgrade projects and wastewater treatment plant improvement projects. He has designed several site development projects for industrial and commercial development. These projects included roadway design, storm drainage detention design, and erosion and sediment control features.

Brad has led the firm's efforts on several wastewater I/I projects that involved flow monitoring, preparation of P.E.R. and design of sewer replacement projects. He has also designed wastewater pumping stations with various types of pumps (submersible, suction-lift, progressing cavity).

Representative Projects

Homestead Water System Planning; Hot Springs, VA – Principal-in-Charge / Project Manager – Provided design for approximately 2,500 LF of 6" and 16" waterline for roadway realignment/interchange improvement project design also included crossings of interchange ramps (by Bore & Jack) and sequence of construction planning to keep existing waterlines in service.

The Omni Homestead Resort - Route 220 Waterline Replacement; Hot Springs, VA – Principal-in-Charge / Project Manager – Survey and design of approximately 17,000 LF of 12" diameter waterline and associated appurtenances. Project extends along Route 220, the main corridor in the area which is congested with utilities. Purpose of the project is to replace the existing waterline that is 100 years old. Design services also include coordination with VDOT for a Land Use Permit, preparation of Erosion and Sediment Control plans, and creation of a Stormwater Pollution Prevention Plan (SWPPP).

VDOT Utilities – Route 116 – City of Roanoke, VA –Principal-in-Charge / Project Manager / Engineer – Prepared design plans and special provisions for utility relocations and adjustments to water and sewer facilities owned by Western Virginia Water Authority in conflict with road alignment adjustment of a new roundabout intersection along Route 116 (Riverland Road). Project also included design of a new water booster pumping station; sewer services which included 180' of 8" ductile iron sewer pipe; and water services which included 175' of 6", 525' of 8, 1,943' of 12", 697' of 24" water pipe. Project utilized WVWA Specifications and Details.

Ryan Kincer, PE
Design Engineer

Years of Experience

With Mattern & Craig	14 Years
With Other Firms	1 Year

Education

B.S./2008/Civil Engineering/VA Tech

Registration

2012/PE/ VA #50119

Memberships

A.S.C.E. (Officer)

Certifications

2014/DEQ/Stormwater Management (Basic)

2015/DEQ/Stormwater Management (Inspector)

2015/DEQ/Stormwater Management (Plan Reviewer)

2019/DEQ/Stormwater Management Combined Administrator

Specialties

Traffic Studies

Site Development

Site Planning

Roadway Design

Hydrology

Experience Overview

Ryan possesses relative experience on civil engineering projects with an emphasis in site development and utilities. His expertise in general civil design includes storm drainage, sanitary sewers, water distribution systems, streetscapes, site plans, earthwork, and project planning.

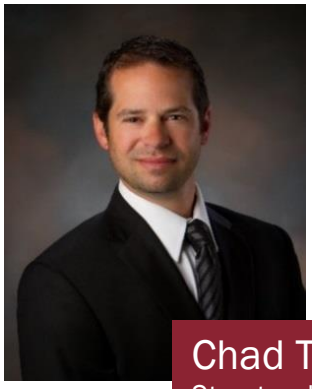
Representative Projects

VDOT Utilities – Route 116 – City of Roanoke; Virginia Department of Transportation; Roanoke, VA – Lead Design Engineer, Technician – Prepared design plans and special provisions for utility relocations and adjustments to water and sewer facilities owned by Western Virginia Water Authority in conflict with road alignment adjustment of a new roundabout intersection along Route 116 (Riverland Road). Project also included design of a new water booster pumping station; sewer services which included 180' of 8" ductile iron sewer pipe; and water services which included 175' of 6", 525' of 8, 1,943' of 12", 697' of 24" water pipe. Project utilized WVWA Specifications and Details.

VDOT Statewide Utility; Rte. 609; Washington County, VA – Lead Design Engineer – Replacement of waterlines. Relocation of water service connections. Replacement of sanitary force main and sewer lines.

VDOT Utilities - Route 205 - Town of Colonial Beach; Colonial Beach, VA – Lead Design Engineer – Prepared the design plans and special provisions for various utility relocations and adjustments to facilities of Town of Colonial Beach and Westmoreland County, which are in conflict with proposed roadway improvements and bridge replacement on Route 205. Replace 6" waterline. Replace 2" sewer force main. Replace 4" sewer force main.

VDOT Utilities - Route 646; Prince George County, VA – Lead Design Engineer – Prepared the design plans and special provisions for various utility relocations and adjustments to the facilities owned by Prince George County, which are in conflict with proposed intersection improvements of Route 646 and Route 156. Replacement of 2" sewer force main. Replacement of 12" water main.



Chad Thomas, PE
Structural Engineer

Years of Experience
With Mattern & Craig 23 Years

Education
B.S./1998/Civil Engineering/VA Tech
NHI course 130078/2008/Fracture Critical Inspection Techniques for Steel Bridges FHWA

Registration
2016/PE/NC #043553 2003/PE/VA #36962
2014/PE/TN #117359
2014/PE/AL #PE34708

Specialties
Structural and Bridge analysis and design
Bridge and Construction Inspection

Certifications
NBIS Certified Program Manager and Inspection Team Leader

2020/NHI Bridge Inspection Refresher Course 2014/OSHA Training/ #FA3E387/Permit & Non-permit Confined Space Entry 2008/NHI course 130078/Fracture Critical Inspection Techniques for Steel Bridges FHWA

Experience Overview
Chad is the head of the firm's Structural Division. He is responsible for production and quality assurance, including scheduling work assignments and staffing for all structural projects. Chad has experience in bridge design and analysis as well as bridge rehabilitation and repair. He has worked on projects involving new bridge construction, bridge widening, and bridge rehabilitation. Chad has extensive experience in bridge foundation design and planning. In addition, he has performed construction inspection and concrete testing for major bridge widening projects. He has 17 years of experience as an NBIS-certified bridge inspector and has inspected over 1,000 bridges.

Representative Projects

Pedestrian Bridge Design - Texas Road; Montreat, NC – Lead Design Engineer – Provided a step-by-step analysis and design on an existing vehicular bridge to convert to a pedestrian bridge in Montreat. The project involved converting the closed bridge to an ADA-compliant pedestrian bridge in Phase I and a covered bridge in Phase II. Services included: structural assessment; geotechnical investigation (subconsultant ECS); hydrologic/hydraulic analysis to obtain a "no-rise" condition and structural plan preparation for successful bridge conversion. This project is not yet in the construction phase.

Waterdance Covered Bridge Repair & Inspection; Jackson County, NC – Lead Design Engineer – Prepared specifications, sketches, drawings, construction cost estimate, and bid form for the repairs of the concrete bridge located within the Waterdance Community. Additional services included bid solicitation, bid reviews, recommendations for the award, shop drawing/product review, construction observation, inspection, and a Letter of Completion and Certification. Proposed bridge repairs included scour and undermining repairs at one abutment, cleaning and painting the steel beams, repairs to the timber canopy structure and other miscellaneous items. M&C also provided bridge safety inspection services for the covered bridge. Services included field inspection, preparation of inspection reports, and cost estimating for maintenance and repair items.

Covered Bridge Rehabilitation & Inspection; Elizabethton, TN – Lead Design Engineer – Provided comprehensive engineering services (survey, NEPA document; design; ROW acquisition, and bidding) for the rehabilitation of the historic Elizabethton Covered Bridge over the Doe River in Elizabethton, TN. M&C also performed and provided a detailed structural inspection of a covered bridge in Elizabethton, TN. Inspection of the bridge was to determine the existing conditions. Services included preparing a covered bridge engineering report which summarized the findings of the field inspection and made recommendations to rehabilitate the structure, including a preliminary construction cost estimate.

James River Heritage Trail Pedestrian Bridge Rehabilitation (Construction Support Services); Amherst County, VA – Principal-in-Charge / Project Manager – Provided construction/construction support services for the rehabilitation of the James River Heritage Trail Pedestrian Bridge over the James River located at the southern end of Percival's Island within the County of Amherst, Virginia. Services consisted of shop drawing review, contractor coordination, review of contractor pay applications, and construction observations/site visits for critical construction elements and quantity coordination.

LAWRENCE PERRY & ASSOCIATES
Consulting Engineers

Winston A. Matthews, P.E.

Principal
Electrical Department Manager/Electrical Engineer

Contact Information
15 E. Salem Ave. SE
Suite 101
Roanoke, VA 24011
540.562.8299
wmatthews@lpa-inc.com

Registrations—P.E.
Virginia, 0402044469
North Carolina, 47465
West Virginia, 23182
Tennessee, 123116

Background

- Winston joined Lawrence Perry and Associates in 2012 as an Electrical Engineer and was named Manager of the Electrical Department in 2018. He became a Principal of the firm in 2019.
- His expertise includes the design of lighting systems, normal and emergency power distribution systems, low voltage communications systems, and fire alarm systems while his experience includes the investigation, assessment, planning, design, and contract administration procedures.
- He will oversee the design and coordination of the electrical systems under the direction of the M-E-P-FP Principal in Charge.

Education

- Winston earned a Bachelor of Science degree in Electrical Engineering from Virginia Tech in 1999.

Related Experience

- The following is a partial list of projects for which Winston has been directly involved with the design of the electrical and fire alarm systems:
  - Robert E. Aylor Middle School (New) - Frederick County
  - Indian Hollow Elementary School (Renovation) - Frederick County
  - Buford Middle School (Science Classrooms Renovation)
  - William Monroe Middle School (Addition/Renovation) - Greene County
  - William Monroe High School (Addition/Renovation) - Greene County
  - Bassett High School (Six Phases of HVAC & Lighting Replacements/Upgrades) – Henry County
  - James Wood High School (Renovation) - Frederick County
  - Christiansburg High School (Baseball & Softball Improvements)
  - Bassett High School (New Bengal Tech Academy) Henry County
  - Western Albemarle High School (New Green House)
  - Albemarle COB 5th Street (Generator Sizing Study)
  - Albemarle COB McIntire & Court Square (Finance Teller Station Renovations)
  - Carilion Roanoke Memorial Hospital (Fire Alarm Replacement)
  - Centra Bedford Memorial Hospital (Emergency Department Renovation)
  - Liberty University – Football Operations Center Renovation; New Center for Music; New Freedom Tower and School of Divinity; New School of Business; New Student Commons Housing Phases 1, 2, 3 and 4; Student Health Center & Pharmacy (CH 3)
  - Old Dominion University - New Owens House Residence Hall
  - River's Edge Sports Complex (Roanoke) - Electrical Design (North, Phase I)
  - Sessions Hotel - Bristol, VA – Renovation/Addition
  - Virginia Tech – Current Term Contract – Upgrades/Renovations to Various Academic Classrooms and Labs (Blacksburg Campus) and Research Labs (VTCRI in Roanoke)
  - Virginia Tech – New Creativity & Innovation District Living & Learning Community (Criteria Documents)

Water/Springs Treatment Projects	
Project Owner/Reference	**Project Title/Description**
Homestead Water Co. Mr. Greg Bright 540.839.7702	**Homestead Water Treatment Plant Design; Hot Springs, VA; 2006** Design of 1.3 MGD membrane filtration water treatment plant, including building structural design, and site design. Significant improvements were made to the distribution system including design of 4,500 LF of 6" and 8" waterline, a 1.0 MG water storage tank, and replacement of the Cascades Springs raw water pumps rated at 700 gpm each. Project included SCADA system design.
Town of Pennington Gap Mr. Brian Skidmore 276-546-1177	**Water Treatment Plant Structural Repairs; Pennington Gap, VA; 2022** Provided inspection, preliminary design and final design services for structural repairs to the existing concrete structures at the Pennington Gap WTP. Project included structural repairs to the plant's flocculation basins, sedimentation basins, filters and clear well. Project was funded utilizing Rural Development funds.
VDOT 804.786.2934	***VDOT Utilities – Route 116 – City of Roanoke; Virginia Department of Transportation. Roanoke, VA***. Prepared design plans and special provisions for utility relocations and adjustments to water and sewer facilities owned by Western Virginia Water Authority in conflict with road alignment adjustment of a new roundabout intersection along Route 116 (Riverland Road). Project also included design of a new water booster pumping station; sewer services which included 180' of 8" ductile iron sewer pipe; and water services which included 175' of 6", 525' of 8, 1,943' of 12", 697' of 24" water pipe. Project utilized WVWA Specifications and Details.

Critical Project Issues

There are a couple of key design issues that we feel are important to the success of design. First, we think it is important to keep new facilities in close proximity to the existing facilities in an effort to minimize grading impacts and piping lengths. Also, if similar elevations can be maintained, it minimizes structure depth which saves on costs. It may be possible to re-use the existing wet well at McMinnis Spring, for example.

Another key component of design is to allow proper space of equipment within the building to allow for operators to maintain equipment safely. This includes separating the chemical feed, electrical and the pumps, piping, valves by utilizing separate rooms/spaces.

Proposed Design Schedule
McMinnis/Reynolds Springs Improvements

Schedule begins at Notice to Proceed from the Town:

1. Survey of each spring site and preparation of mapping – 30 days.

2. Structural evaluation and report can be completed during the same 30-day period as the survey work.

3. Preliminary facility layout (30%) for each site – 45 days after completion of survey phase.

4. Geotechnical investigation/report – 30 days after completion of 30% layout.

5. 60% design submittal – can be completed within the same 30-day period as the geotechnical investigation/report.

6. 90% design submittal – 60 days after Town approval of 60% design.

7. 90% revisions/Final Design Completion – 60 days after Town/VDH comment to 90% plans.

Total design time proposed is 225 days from the Town's Notice to Proceed.

McMinnis and Reynolds Springs Improvements
Fee Proposal

Preliminary Phase	
Topographic Survey	$13,110
Structural Evaluation/Report	$8,090
Preliminary Layout	$26,115
Geotechnical	$6,325
Design Phase	
60% Submittal	$60,250
90% Submittal	$54,240
Final Submittal	$15,000
Bidding Phase	
Bidding	$6,300
Construction Phase	
Construction Administration (Up-Front Services)	$7,300
Construction Administration (Services Required Monthly)	$63,680
RPR Services	
RPR Hourly Rate x 40 hours/week x 60 Weeks =	$144,000
Direct Expenses Per Month x 14 Months =	$23,000
Total Fee	**$427,410**

ENGINEERING CONCEPTS, INC.
94 Greenfield Street
Daleville, Virginia 24083

540.473.1253
www.engineeringconcepts.com

Request for Qualifications/Proposal

CIVIL - SURVEY - SERVICE

Town of Altavista Virginia
Treasured Past, Innovative Future

McMinnis Spring and Reynolds Spring Improvements

TOWN MANAGER

Town of Altavista Town Hall
510 7th Street
P.O. Box 420
Altavista, VA 24517

December 19, 2022

December 19, 2022

Town of Altavista
Tom Fore
510 7th Street
P.O. Box 420
Altavista, Virginia 24517

RE: RFQ/P: **Request for Proposals for McMinnis Spring and Reynolds Spring**

Engineering Concepts, Inc. would like to respond to the Town of Altavista with our expression of interest to provide professional engineering and related services. Our services will match the scope of work provided in your Request for Proposal (RFP) dated November 10, 2022.

We appreciate the your detailed RFP and additional documentation provided. Based on our review of information provided and site visit on November 29, 2022, we have prepared our proposal to address the specific needs of each project site.

Sincerely.
Engineering Concepts, Inc.

Bobby Wampler, P.E.
President

PROJECT APPROACH

Statement of Project Understanding

The Town of Altavista is seeking proposals from its on-call consultants for Professional Engineering Services to design improvements for two of the Town's water sources, McMinnis and Reynolds Springs. The Town has the following special goals to achieve for this project:

1. Structural rehabilitation of the spring box and collecting basin at each spring to extend the structure life at least 25 years and to reduce turbidity during rainfall events.
2. Replacement of each pump station to include a new structure (with pump motors and discharge piping located above grade), electrical improvements including VFDs for pump motors and starters located inside the building, relocation of existing SCADA panel(s), flow-paced chemical feed systems for chlorine and fluoride, and other miscellaneous improvements including piping/valve replacement, and re-use (or new) chemical reagent discharge structure, flow/pressure metering devices, and new fencing.

Project Approach

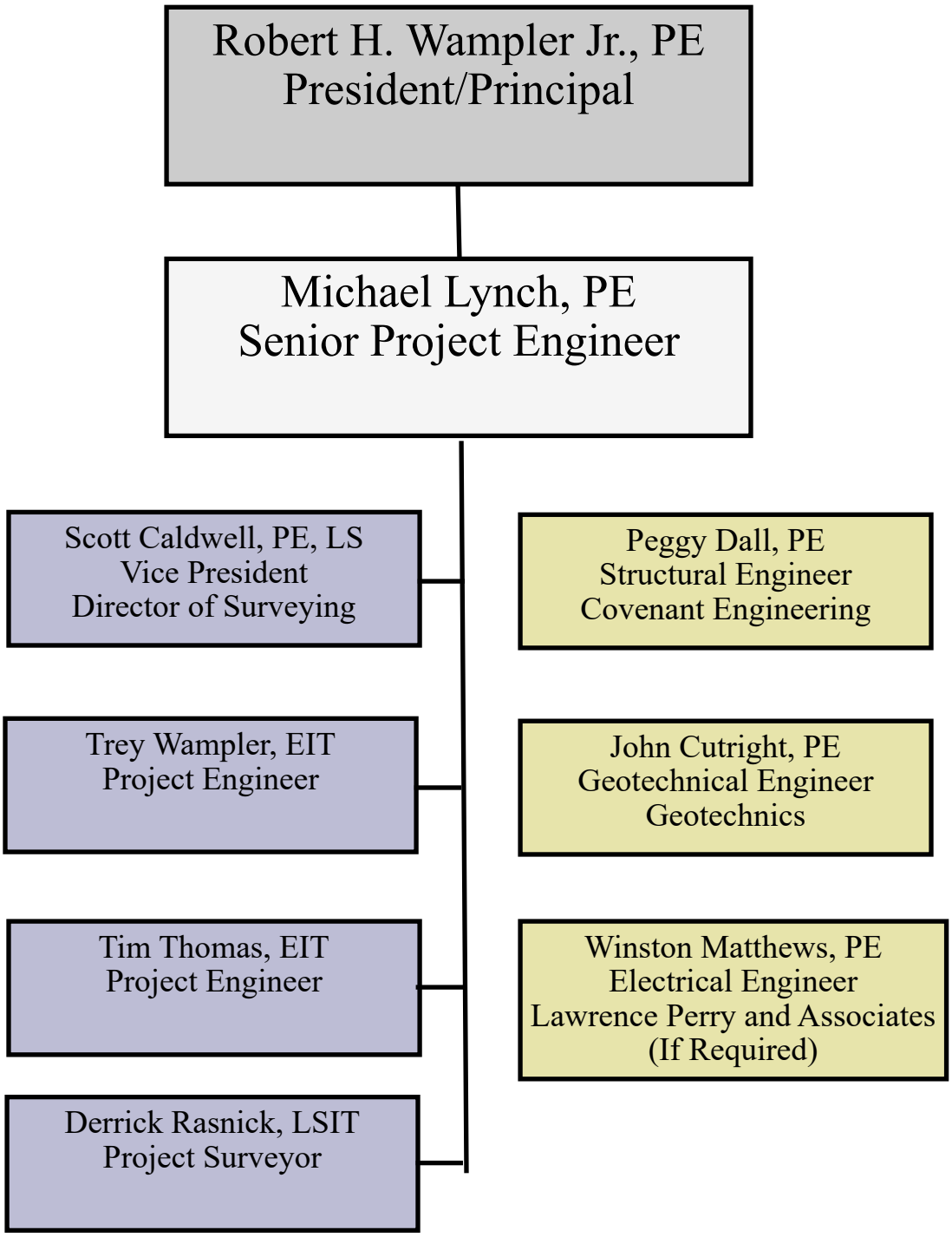
ECI expects that as a selected engineer for this project, the Town of Altavista will experience:

- Regular face-to-face meetings with the Project Manager and Project Principal
- Regular updates on project progress during design and construction with Town staff and at Town Council and/or public meetings, if requested.
- Direct availability to your Project Manager with their mobile phone number. We find that our clientele prefer to contact the project manager directly via their mobile number and we make every effort to take the call, regardless of business hours. If we can not provide immediate assistance, we will develop a plan and schedule to meet the need as quickly and efficiently as possible.

ECI is committed to working closely with the Town of Altavista to develop a project work schedule and deliverable package that complies with the established project timeframe and that is responsive to the project goals and objectives. Your project team members are accustomed to being onsite and available for design meetings, project site meetings, and impromptu meetings to address time sensitive items.

PROPOSED TEAM

Town of Altavista



Robert H. Wampler Jr., P.E.

27 years of experience in Civil Engineering.

Education

BS, Civil Engineering, Virginia Tech

Professional Registration

Registered Professional Engineer in Virginia

President/Principal

Key Expertise

- Water and wastewater design
- Site design––utilities, grading, stormwater, and site layout
- Construction Management
- Conceptual layouts for marketing and public information
- Coordination with Funding Agencies
- Coordination with Construction Personnel and Suppliers

Recent Specific Project Experience

First Street Commercial District Revitalization, Shenandoah, Virginia.
Bobby was the project manager for a multidisciplinary project team for this TEA-21 funded project. The project resulted in the design of improvements to the sidewalk, new trail, water, sewer, street and drainage needs of the downtown area. New curb, gutter and sidewalk was incorporated along the length of the project and included traffic calming measures

Water System Improvement, Ridge Waterworks, Culpeper, Virginia.
Bobby was the project manager for the development of a preliminary engineering report and design detailing system improvements to the Ridge Waterworks system to bring the system into compliance with VDH standards. The water system required treatment to address water quality issues along with distribution improvements to address service issues. The project is located in a fully developed neighborhood and is funded through the Virginia Drinking Water State Revolving Fund. The project construction was completed in 2013.

Site Plan Review for Stormwater Management, Campbell County, Virginia.
Bobby provided plan review of the Braxton Park development. He reviewed the plans with respect to stormwater management—evaluating the design meets requirements for reducing post-development 10-year storm runoff to pre-development levels. The proposed stormwater facility design was also evaluated to ensure accordance with the City of Lynchburg's stormwater quality standards.

Western Virginia Water Authority Sanitary Sewer Replacement Projects Virginia Clean Water Revolving Loan Fund Roanoke, Virginia
These projects are for the replacement of aging sanitary sewer lines that have significant infiltration and Inflow, sagging lines, and structural defects. The overall project is the combination of six different subprojects including traditional replacement, relocation of lines, and trenchless rehabilitation for over 2,000 feet of 6" to 18" sanitary sewer. The project is funded through the Virginia Clean Water Revolving Loan Fund approved through the Department of Environmental Quality.

Botetourt Center at Greenfield, Botetourt County
Bobby has been responsible for assisting the county with all engineering needs and conceptual marketing plans at the business/technology park. These tasks have included development of all infrastructure—sewer, water, roads, and storm water management. The project also involved the master planning of the industrial park, office park, and recreational park areas. The regional stormwater management facility was designed for full build-out of the park to account for both water quantity and water quality.

Michael Lynch, P.E.

Education

Civil Engineering Technology, B.S., Old Dominion University

Professional Registration

Professional Engineer, Virginia

34 years of engineering experience ranging from field engineer to project manager

Sr. engineer

Key Expertise

- Water systems
- Water modeling
- Booster & Lift Stations
- SCADA Coordination
- VDH & USDA-RD Permitting & Funding
- Stormwater design and permitting
- Floodplain modeling

Recent Specific Project Experience

Town Park Master Plan, Town of Buchanan, Virginia

Michael is involved in assisting the Town in designing over 3,600 LF of greenway walking trail along with other amenities to enhance the park for family oriented activities. Michael will be responsible for flood studies since this is adjacent to the James River, grading and drainage, and lighting plans. The design will also incorporate wooden arch bridge for viewing the recently excavated gauge lock.

Elevated Water Storage Tank and Pump Station Design, Salem Veterans Affairs Facility

Michael was the project manager for the design of 1.25 MG elevated potable water storage tank to adhere to the Homeland Security requirements of four days of potable water storage for the whole facility. The site design included two 650 GPM pump stations.

Water System PER and Design, Town of Craigsville, Virginia

Michael is project manager for the PER and design of water treatment solutions for the town whose existing spring source is under surface influence. He prepared the PER identifying appropriate treatment, reevaluation of source capacity, and the need for additional resources. The PER has been approved by VDH and construction for a new water treatment plant has been completed utilizing VDH DWSRF funds.

Town of Buchanan Waterline Upgrades, Buchanan Virginia

Michael was responsible for the design of 30,000 linear feet of 4”-10” waterlines, PRV’s, IPER, ER, and 100,000 gallon portable water storage tank. Michael was responsible for assisting obtaining and securing funding.

Town of Iron Gate, Grant Sewer Study

Michael was the project manager for the Town Site Reconnaissance and data collection. He assisted with field visits of the pertinent elements of the sanitary sewer system, field inspection of monitoring equipment install and calibration and reviewer of the sanitary flow and billing Records. Michael assisted the Town in procuring grants for an investigation study (i.e. CCTV pipes, Flow monitoring) and grants for pipe replacement.

J. Scott Caldwell, P.E.,L.S.

22 years experience in Engineering and Surveying

Education
BS, Civil Engineering Technology, Old Dominion University
AAS, Civil Construction Technologies, Virginia Western Community College

Professional Registrations
Professional Engineer, Virginia,
Licensed Land Surveyor in Virginia

V.P./Project Manager

Key Expertise

- Water Systems
- Waterline replacement in small towns
- Site planning , Land Development
- Flood studies
- Surveying and Mapping
- Field surveying experience complements engineering design

Recent Specific Project Experience

Daleville Town Center, Daleville, Virginia

Scott is a project engineer for a 117-acre traditional neighborhood design in Daleville. His responsibilities have included property research, platting assistance, off-site sewer extension, topographic, boundary and control surveying, erosion and sediment control for the site's mass grading, entrance design, sewer design and stormwater quality and quantity management.

Town of Buchanan Water Model

Scott was responsible for analyzing the existing water system for the Town of Buchanan to design a hydraulic water model to simulate existing conditions, fire flow analysis and future demand. Scott was able to determine key areas in the distribution system that had pressure flaws. Scott has assisted with the flow monitoring of existing lines in the Town, which were determined as key areas from the water model. Scott's hydraulic model will be instrumental to the Town for implementation of water system upgrades.

Town of Buchanan VDH Main Street Waterline

Scott was the Project Manager responsible for the design and construction admin of the waterlines for the Virginia Department of Health funded project within the Town of Buchanan. The project consisted of replacement of waterlines within Town limits along Main Street. The project was bid within the engineer's estimate and was completed on time.

Rockingham County Technology Industrial Park, Rockingham County, Virginia

Scott prepared the joint permit application documents for a new 365-acre business park along North Valley Pike. The application process included stream analysis for pre-development and post-development conditions using HEC-RAS and Haestad stream analysis software. Scott also provided construction administration which included documentation of the project, solving site issues, and communication with the owner/developer and the contractor.

Town of Craigsville-VDH Waterline

Scott was a Project Engineer on the VDH funded waterline project in the Town of Craigsville. Scott provided designs and expertise for his assigned alignments within the project. Scott worked with the Project Manager and project team to ensure that the Town's engineering goals were met.

John R. Cutright, P.E.

41 years experience in Engineering

Education

B.S. Civil Engineering, Virginia Military Institute

Professional Registration

Member: American Society of Civil Engineers
Member: National Society of Professional Engineers

President-Geotechnics, Inc.

Key Expertise

Mr. Cutright's experience includes planning, supervision, evaluation and writing of technical reports for all phases of soils and foundation investigations. His experience also includes blasting, industrial and pile driving vibration studies, refraction seismograph surveys, settlement slope stability analyses and instrumentation of earth movements, investigations for groundwater sources and monitoring, and sinkhole investigation and repairs. Mr. Cutright also works on project types such as bridges, single and multi-story buildings, dams, lagoons, landfills, landslides, retaining walls, roadways, water tanks and water and sewage treatment facilities.

Recent Specific Project Experience

- Second Street Bridge / Road Realignment , Roanoke, Virginia
- Library Addition, Roanoke College, Salem, Virginia
- Additions to Intermet Foundry, Radford, Virgnia
- Roanoke Centre for Industry and Technology
- Phase 2 Quad 1 West Retention Basin, Roanoke, Virginia
- Botetourt Center at Greenfield, Groundwater , Wells, Sites, Roads, Water Tank and SWMB, Botetourt County, Virginia
- Montvale Elementary, Bedford County, Virginia
- Spring Hollow Water Plant, Roanoke County, Virginia
- 5.5 Mile Section Route 58, Lee County, Virginia

Groundwater Evaluations

- Dolly Ann/Altamont Area, Alleghany County, Virginia
- Town of Rainelle, West Virginia
- Carriage Hills Area, Roanoke County, Virginia
- Intervale Area, Alleghany County, Virginia
- Ashwood, High School and Burnsville Areas, Bath County, Virginia Baker Heights and Ridgeway Areas, Berkeley County, West Virginia

Consultation and Logging

- Green Hill Park, Roanoke County, Virginia
- Dixie Caverns Landfill, Roanoke County, Virginia
- Town of Vinton, Virginia
- Young Life Camp, Rockbridge Alum Springs, Virginia
- Spring Hollow Water Plant, Roanoke County, Virginia

Well Locations

- Town of New Market, Virginia
- Greenfield, Botetourt County, Virginia
- Greenbrier Resort Sterrett Springs Area
- Westvaco, Covington, Virginia
- ITT, Roanoke County, Virginia
- Wellhead Protection Study, Town of Fincastle, Botetourt County, Virginia

Spring Protection Areas,

- Hot Springs Water Company
- Greenbrier Resort
- Spring Flow Measurements, Greenbrier Resort

Peggy Dall, P.E.

32 years experience
in Engineering

Education

B.S. Civil Engineering, University of Central Florida

Professional Registration

Professional Engineer, Virginia

Principal - Covenant Engineering

Key Expertise

Ms. Dall has significance experience performing structural evaluations, studies, and reports. She excels in coordination with the Owner on desired results through remediation, repair, and replacement to meet the current requirements for a desired solution whether it is cost, schedule, or life-cycle and maintenance.

Project Experience

Engineering Concepts, Inc. has a long history of working on projects with Covenant Engineering and Peggy Dall. This team has been successful on several projects with similar features to the Altavista Springs project to include existing structure evaluation and remediation, selective demolition projects, and new design for structural elements related to water systems.

Winston Matthews, P.E.

23 years experience
in Engineering

Education

B.S. Electrical Engineering, Virginia Tech

Professional Registration

Professional Engineer, Virginia

President - Lawrence Perry and Associates

Key Expertise

Winston has proven to be an integral part of the firm since joining LPA in 2012. With his extensive experience in electrical systems and his ability to successfully manage projects and project teams, he was promoted to Electrical Department Manager in 2018. Through his dedication to ensuring continual company growth, providing high quality work, and his ability to develop and maintain relationships with clients and vendors, he was named a Principal in 2019.

Project Experience

Engineering Concepts, Inc. has a long history of working on projects with Lawrence Perry and Associates and Winston Matthews. This team has been successful on several projects with similar features to the Altavista Springs project to include utilizing existing equipment for re-use in a new location. Winston assisted ECI recently on the design and relocation of equipment from the Lakewood Forest tank, pressure tank, and miscellaneous equipment to upgrade the existing Cherokee Hills Water System. Lawrence Perry and Associates also provided assistance to ECI with our pump house and treatment plant designs for the Town of Buchanan, Town of Craigsville, and Town of Fincastle.

ECI completed a PER for the town evaluating the town's water sources and identified a solution to treat water from an existing spring source under surface influence. The PER analyzed various options including the treatment solution — a new microfiltration treatment plant and new source development that would not require treatment, as well as connecting to an adjacent municipal waterworks system. The PER also identified the need for installation of an altitude valve at one of the town's tanks to prevent overflow losses, recommended reevaluation of one source to better reflect its capacity since the pump test was performed with an insufficient pump, and recommended that the town investigate additional well sources in the near future to meet anticipated demand within the planning period. VDH approved the PER, which was completed on a fast-track schedule to maintain compliance with VDH's schedule established in the town's planning grant. ECI has completed the design and the treatment plant is in operation.

Improvements were made at the spring box to address observed deficiencies, maximize the capture of available flows, and reduce impacts from surface waters.

REFERENCE

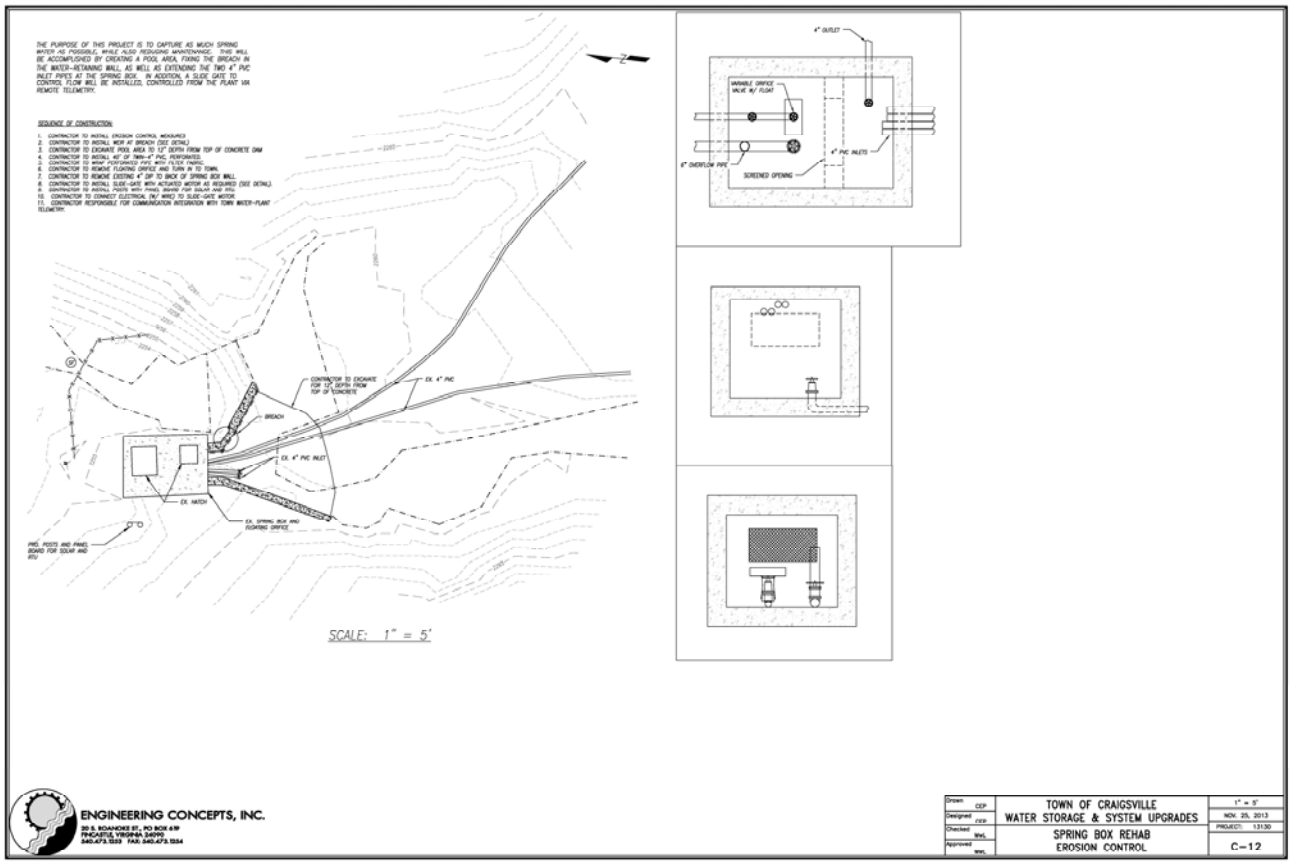
Town of Craigsville

Richard Fox, Mayor

18 Hidy Street

Craigsville, Virginia 24430

540.977.5935



ECI has been working with the Town of Buchanan on their water system since 2007. During that time, ECI has provided design services for a new water filtration plant and over 30,000lf of new waterline. The vast majority of the waterline work was replacement of aging infrastructure but did include thousands of feet of new waterline. Over 40 new fire hydrants, 580 water meters, and over 100 associated valves and appurtenances completed the project.

In addition to upgrading existing infrastructure, ECI assisted the Town in securing and utilizing Planning and Design grants for improvements to and protection of their existing water sources. ECI developed studies and mitigation plans to make improvements that were having an affect on their sources from groundwater influence.

REFERENCE

Town of Buchanan

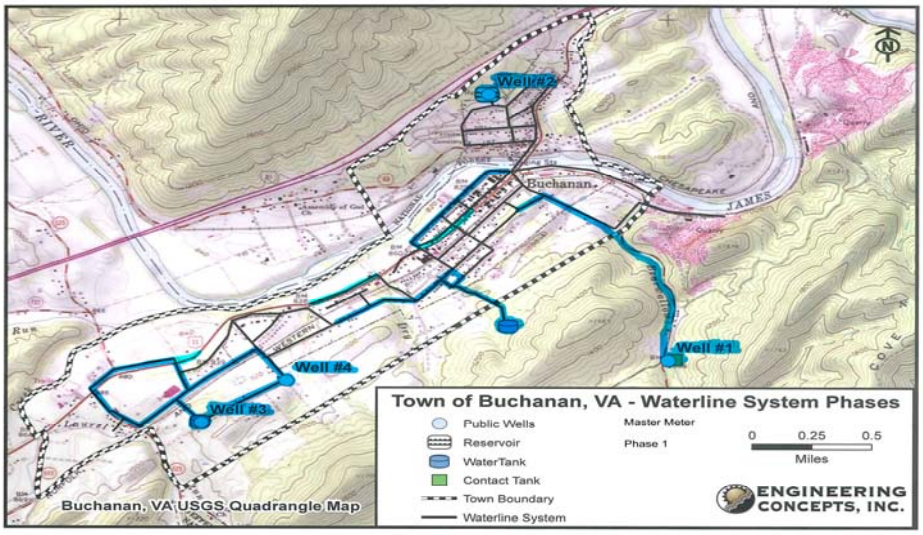
Larry Hill, Former Mayor

P.O. Box 205

Buchanan, Virginia 24066

540.798.0865

lhall@bcps.k12.va.us



ECI has assisted the Town of Fincastle for over 3 decades on various projects throughout the Town. During this period of time, ECI has assisted the Town in securing planning & design grants and construction funding for various work on their water system. This work has included improvements to their water source protection and addressing leaks within the system. ECI designed a new pump house to include the relocation of existing pumps and controls.

REFERENCE

Town of Fincastle

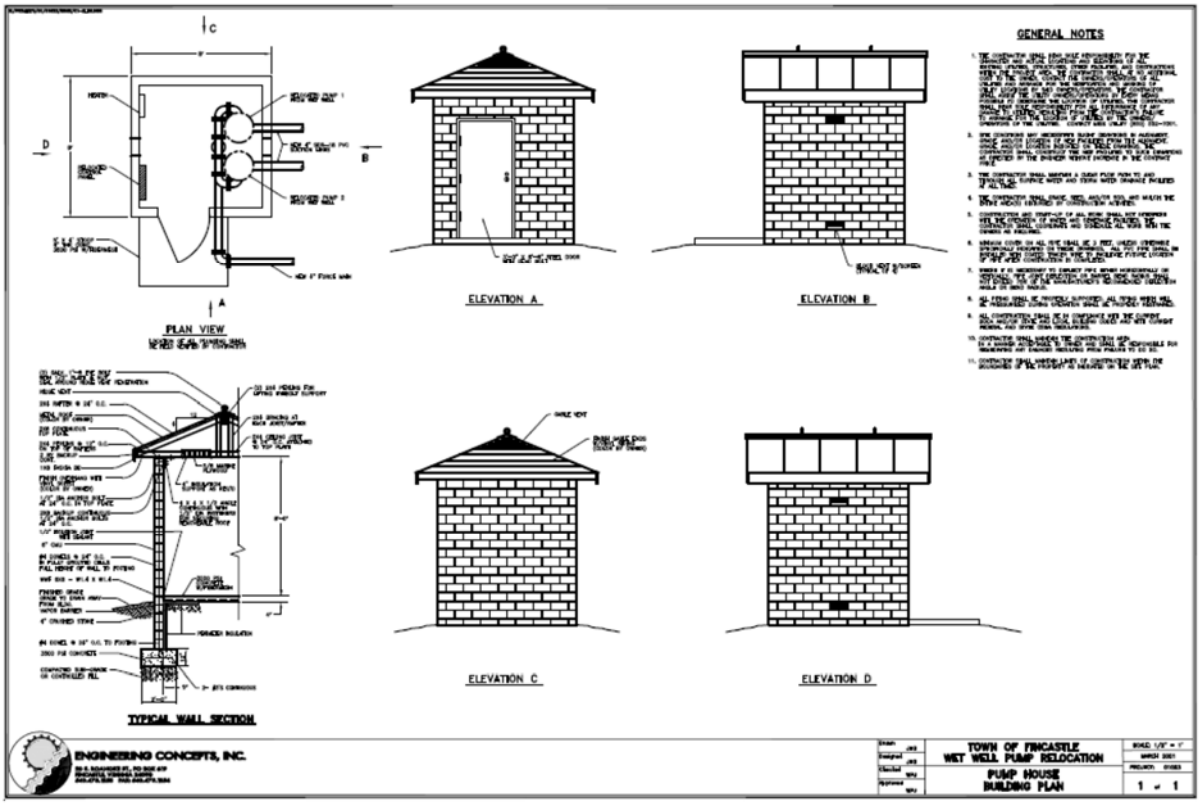
David Tickner, Town Manager

P.O. Box 250

Fincastle, Virginia 24090

540.292.4432

davidtickner@townoffincastle.org



Project Approach

Town of Altavista

The Town has provided a very detailed and typical project approach for getting the work done. We have added our comments in RED below as comments to our approach.

1. PRELIMINARY PHASE

A. Topographic Survey of Each Site:

i. Survey control to be established in the vicinity of the project area, using GPS survey methods to tie the control into Virginia State Plane South Zone (NAD83/2011 and NAVD88).

ii. Topographic survey of project site to include 1' contours and locations of site features including spring box, piping (located by Town), valves, structures, pavement, fencing, electrical features, wooded areas, and ground shots as a minimum. It is not necessary to survey the entire property, but it is required to tie the project site to the property.

iii. Preparation of a survey base map suitable for design.

iii. ECI plans to utilize our LIDAR drone to acquire topography of the sites. This will allow for obtaining larger areas and accounting for undulations within tree cover areas comprehensively and cost effectively.

B. Structural Evaluation and Report:

The Scope of Services include the rehabilitation of four (4) existing cast-in-place concrete structures:

- McMinnis Spring – one (1) spring box, one (1) collecting basin, and wet well
- Reynolds Spring – one (1) spring box, one (1) collecting basin, and wet well

The Engineer shall provide the following services:

i. Provide an inspection and concrete condition assessment of all structural elements for each existing structure listed above. The condition assessment shall document all concrete deficiencies such as cracking, spalls and delaminations and any concrete degradation.

ii. Coordinate inspection access, inspection schedule and dewatering of the existing structures with the Town of Altavista. such as cracking, spalls and delaminations and any concrete degradation.

iii. Prepare a condition assessment report documenting the findings from the condition assessment. At a minimum, the report shall include the following information for each existing structure:

a) Description of structure (location, dimensions, etc.)

b) Condition of structure including repair quantities and representative photographs of repair items

c) Recommendations for structural rehabilitation for structure to extend the useful life of the structure for 25+ years

d) Recommended repair products for each type of recommended structural repair (Note: All repair products must be NSF approved)

e) Cost estimate for recommended structural repairs for structure

f) Discussion of methods to replace the access hatches/manholes at all four (4) structures

g) Discussion of structural recommendations for removal of pump station on top of Reynolds Spring collecting basin

C. Preliminary Facility Layout With Basic Features Shown (30% Layout):

i. Provide a preliminary layout of the facilities based on analyses of a number of factors, including spacing, sequencing of construction, grading, access, and ease of maintenance.

ii. Submit preliminary layout to Town. Attend meeting with Town to discuss rationale for layout. Revise layout per Town comments.

iii. Submit Opinion of Probable Construction Costs (OPCC) to Town.

D. Geotechnical Investigation and Report with Recommendations:

i. Perform geotechnical investigations for the purposes of establishing soil bearing capacities for proposed structures, and addressing the saturated conditions at McMinnis Spring site (if it's an issue).

ii. Submit report to the Town.

2. DESIGN PHASE

A. 60% Design Submittal:

i. Submittal shall include detailed layout of all facilities, including site plan, pump and piping layout, basic structural features (including sections), building elevations, equipment spacing, layout of chemical feed rooms, and locations of electrical and SCADA panels. Electrical and SCADA panels for the facilities need to be in a separate climate-controlled room. Submittal shall also include a Table of Contents for the Project Manual (up-front documents and technical specifications). It is not necessary to have all plan details like electrical and SCADA diagrams, lighting, panelboard schedules, and structural details in this submittal.

ii. Submit 60% plans to Town. Attend meeting to review design. Revise plans based on Town comments.

iii. ECI will coordinate our design with equipment suppliers for selection of most appropriate pump system to meet the requirements of the Town for functionality, maintenance, support, and *availability*.

B. 90% Design Submittal:

i. This submittal should be a complete, ready for construction, submittal.

ii. Submit plans to necessary regulatory review agencies for erosion & sediment control and for VDH review, if necessary.

iii. Meet with Town to review documents. Make revisions to plans per Town comments and regulatory review comments. Obtain approvals from regulatory review agencies.

C. Final Design Submittal:

i. Finalize documents for bidding purposes, including Bid Form, Agreement, and other documents required based on funding provisions.

ii. Submit electronic copy of final documents to Town for bidding purposes.

3. BIDDING PHASE

The bid documents need to be set up such that each site (McMinnis, Reynolds) is a standalone bid item in case the Town has budget shortfalls and can only award a contract for one site.

A. Assist with advertisement for bidding. Maintain record of prospective Contractors. Receive and process plan deposits/charges.

B. Conduct Pre-Bid meeting at Town offices and distribute meeting notes.

C. Prepare and issue addenda to clarify, correct, or change the issued documents.

D. Attend bid opening; prepare bid tabulation; evaluate proposals; recommend award of contract to Town after consideration of qualifications.

E. Assemble final contracts for execution and prepare Notice of Award for Town execution.

4. CONSTRUCTION PHASE

A. Construction Administration Services:

i. Engineer shall assume a 14-month construction period for the purposes of this RFP. The construction schedule may be adjusted based on design decisions made by Town and Engineer, and the fee adjusted appropriately based on the ultimate agreed upon construction schedule.

ii. Engineering services for Construction Phase shall be as defined by EJCDC E-500, and shall include the following:

a) Attend and conduct Pre-Construction conference.

b) Review Contractor's schedule of values, progress schedule, schedule of submittals.

c) Review Contractor submittals (shop drawing), and keep record of submittal approvals.

d) Conduct monthly site visits to site. Prepare site visit report and submit to Town.

e) Review results of inspections and tests.

f) Review and process monthly applications for payment.

g) Clarify and interpret contract documents based on RFIs from Contractor or Owner.

h) Issue Change Orders as needed.

i) Attend submittal completion meeting based on Contractor request. Issue punch list of items required to achieve final completion. Issue Certificate of Substantial Completion as appropriate.

B. Resident Project Representative (RPR) Services shall be provided as defined by EJCDC E-500 (Exhibit D). Services shall be provided on an hourly basis based on a 40-hour work week (and shall include direct expenses) for a 14-month construction period. Please note that the Town may or may not need this service.

Project Issues

Town of Altavista

The Town has provided a sound approach to these projects and provided good data and insight on the existing conditions at each facility. Based on the information provided, the critical issues to ensure project success and cost effectiveness cannot be adequately quantified without the results of the Preliminary Phase of the project. The findings of these studies and reports may reveal critical elements to be addressed that are currently unforeseen.

To that end, there are elements of the project we know we are faced with in today's construction environment related to availability of equipment, resources, and manpower. ECI's approach to mitigating these impacts will be to perform a thorough vetting of potential solutions on the ability to secure the necessary equipment in a timely manner. This can affect several elements of the final design to include equipment manufacturers, construction methods, building solutions (whether rehab, replace, or pre-fab).

ECI will plan to aggressively attached the preliminary phase of the project after completion of a kickoff meeting with the Town to address major project decisions. The completion of the preliminary phase as quickly as possible will provide the time in the schedule to address the project unknowns and limiting factors for selection of a desire solution.

Project Schedule

Town of Altavista

The Town of Altavista will receive engineering services from ECI as a priority client. We trust you will see from our proposed project team that we have placed experienced staff at all levels of your project. We have the capacity to take on this project and are prepared to begin work immediately to meet your scheduling demands. We would be eager to discuss a more aggressive or relaxed timeframe to better meet your goals and needs.

We have both overlap and lag in our schedule below to account for simultaneous tasks as well as necessary Owner and QAQC review processes.

Preliminary Phase - 3 months

- Topographic Survey - 2 weeks
- Structural Evaluation and Report - 4 weeks
- Preliminary Facility Layout - 4 weeks
- Geotechnical Investigation and Report - 4 weeks

Design Phase - 3 months

- 60% Design Submittal - 4 weeks
- 90% Design Submittal - 3 weeks
- Final Design Submittal - 3 weeks

Bidding Phase—2 months

Construction Phase—14 months

Fee Estimate

Town of Altavista

Preliminary Phase	
Topographic Survey	$8,500
Structural Evaluation/Report	$14,400
Preliminary Layout	$11,600
Geotechnical	$8,500
Design Phase	
60% Submittal	$29,298
90% Submittal	$17,579
Final Submittal	$11,719
Bidding Phase	
Bidding	$6,500
Construction Phase	
Construction Administration (Up-Front Services)	$3,500
Construction Administration (Monthly x 14 months)	$42,000
RPR Services	
RPR Hourly Rate x 40 hr/week x 60 Weeks	$204,000
Direct Expenses Per Month x 14 Months	$21,000
Total Fee	**$378,595**

Springs Rehab Evaluation

	H&P	H&P	P&B	P&B	ECI	ECI	M&C	M&C	Dewberry	Dewberry
Preliminary Phase										
Topographic Survey	$5,600.00		$20,130.00		$8,500.00		$13,110.00		No Bid	No Bid
Structural Evaluation/Report	$17,500.00		$22,430.00		$14,400.00		$8,090.00			
Preliminary Layout	$12,500.00		$4,240.00		$11,600.00		$26,115.00			
Geotechnical	$8,000.00		$7,020.00		$8,500.00		$6,325.00			
Design Phase										
60% Submittal	$65,500.00		$39,680.00		$29,298.00		$60,250.00			
90% Submittal	$42,800.00		$22,240.00		$17,579.00		$54,240.00			
Final Submittal	$25,500.00		$2,120.00		$11,719.00		$15,000.00			
Bidding Phase										
Bidding	$12,500.00		$8,800.00		$6,500.00		$6,300.00			
Construction Phase (Upfront Services)	$25,000.00		$20,100.00		$3,500.00		$7,300.00			
Construction Admin (Services Required Monthly)	$3,500.00		$22,870.00		$42,000.00		$63,680.00			
Subtotal	$218,400.00		$169,630.00		$153,596.00 (Lowest quote for basic)		$260,410.00			
RPR Services										
RPR Hourly Rate ($75/hr)										
40 hours/week x 60 Weeks =		$180,000.00		$180,000.00		$204,000.00		$144,000		
Month x 14 Months =		$6,000.00		$8,400.00		$21,000.00		$23,000		
Subtotal		$186,000.00		$188,400.00		$225,000.00		$167,000.00 (Lowest inspection Services)		
TOTAL		**$404,400.00**		**$358,030.00** (Lowest with Inspection services)		**$378,596.00**		**$427,410.00**		

	Hurt & Proffitt		Peed & Bortz		Engineering Concepts		Mattern & Craig	
Engineering Staff	Dennis Amos	Project Manager	Scott Bortz	Project Manager	Robert H. Wampler Jr	President/Principal	Brad Craig	Project Manager
	Matt Gross	Water/Wastewater Engineer	Russell N. Jackson	Civil/Environmental Engineer	Michael Lynch	Senior Project Engineer	Ryan Kincer,	Design Engineer
	Mike Wilson	Water/Wastewater Engineer	Jermy L. Lucas	Structural Engineer	Peggy Dall	Structural Engineer	Chad Thomas	Structural Engineer
	Chad Hodges	Civil Engineer	M. Grant Beasley	Electrical Engineer	Derrick Rasnick,	Surveyor	Winston A. Matthews	Electrical Engineer
	Ken Merritt	Geotechnical Engineer	Thom Leedom	wetland and stream analysis	John Cutright	Geotechnical Engineer	Brian Wyatt	Geotechnical Engineer
	Adam Bryant	Survey Manager	William Rose	Tank evaluation, repair and seal	Lawrence Perry & Associates	Electrical (if Needed)	Timothy Caldwell	Survey Crew
	Jermy L. Lucas	Structural Engineer	ECS Mid-Atlantic	Geotechnical Engineer	Trey Wampler	EIT		
	M. Grant Beasley	Electrical Engineer			Tim Thomas	EIT		

PEED & BORTZ, L.L.C.
Civil/Environmental Engineers

C. Elvan Peed, P.E. Scott Bortz, P.E. Martin Jansons, P.E.

December 19, 2022

Mr. Tom Fore
Town of Altavista
Director of Public Utilities
P.O. Box 420
Altavista, Virginia 24517

Re: RFP-Engineering Services Proposal
McMinnis and Reynolds Springs
22-45

Dear Mr. Fore:

Peed & Bortz is pleased to provide the Town with this proposal for professional engineering services associated with design of the above referenced project. Peed & Bortz, LLC will be referred to as the Engineer and the Town of Altavista, Virginia will be referred to as the Owner for this proposal.

1. Qualifications/Team:
    A. Peed & Bortz has assembled a qualified team for this project, all of which we have worked with on prior projects and nearly all that have worked with on Town projects. Master Engineers and Designers, of Lynchburg will provide the structural, mechanical, and electrical expertise. Armstrong Surveyors of Gretna will provide the topo survey and any other necessary survey information. ECS Mid-Atlantic of Roanoke will perform the geotechnical investigation and provide the geotechnical report. Two additional team members that the Town is likely not familiar with are Blue Ridge Ecological Services and Primoid. Blue Ridge Ecological Services (Mr. Thom Leedom) will provide the wetlands identification and support services to DEQ/COE to ensure the construction complies with regulations. Mr. Leedom retired from the COE and has been assisting Peed & Bortz as a recognized wetland/stream expert for a number of years. Primoid of Richmond will provide an experienced concrete review and provide recommendations regarding any coating, removal and replacement of concrete at the springs. Mr. William Rose started as a laborer, moved to a crew leader and now operates as the general

20 Midway Plaza Drive-Suite 100 Christiansburg, Virginia 24073
Phone: 540-394-3214 FAX: 540-394-3215
engineer@peed-bortz.com

manager for the Richmond Primoid office. Please see Appendix A for the resumes for key team members.

B. Please see Appendix B for 3 representative projects. Please note that multiple projects for Concrete Assessment and Repair are noted on a single page in order to effectively demonstrate deteriorating concrete in different environments.

C. Peed & Bortz has identified a number of project issues critical to success and critical to cost-effectiveness as noted below:

   i. Our primary consultant team (Master and P&B staff) is very familiar both of the springs and their current systems having recently completed the VDEM Generator project.

   ii. Our team is ready to proceed with surveying, Geotech investigation, wetland delineation, and concrete evaluation as soon as possible. The ability to proceed with the design on this project is dependent on these items being performed as soon as possible. We are assuming drawdown of each well (for field reviews) will require at least a couple of weeks to maintain operation between the two springs.

   iii. Our team includes an expert (Mr. Thom Leedom of BRES) with over 40 years of experience with wetland and stream analysis. With the existing ground conditions at the McMinnis Spring, Mr. Leedom will provide guidance and any documentation required to property permit and construct the improvements at the spring. We have worked with Mr. Leedom (in a private consultant capacity) for over 10 years since his retirement from the US COE Blue Ridge Field Office. Mr. Leedom is adept at providing ideas and strategies to minimize impacts and expedite projects. Additional information and a resume can be provided for Mr. Leedom and BRES if requested but was omitted for RFP brevity.

   iv. Our team includes an expert (Mr. William Rose of Primoid) with over 30 years of experience in concrete evaluation, repair and sealing. This experience includes working with potable water concrete structures using AWWA/VDH/NSF approved products. Mr. Rose may be able to provide recommendations early in the design process that could substantially reduce costs, improve life-cycle costs, and/or improve water retention at McMinnis Spring. Additional information and a resume can be provided for Mr. Rose and Primoid if requested but was omitted for RFP brevity.

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Phone: 540-394-3214 FAX: 540-394-3215
engineer@peed-bortz.com

v. Our team plans to provide a template of SCADA operations for review and comment by Town staff during the preliminary phase operations. Early identification of SCADA operations will assist our team during their on-site field investigations and planning.

vi. Our team will discuss use of chemicals and reagent discharge at the springs with Town staff to determine a plan compliant with VDH and DEQ requirements.

vii. Our team plans to evaluate a number of potential designs regarding capture and containment of the spring flows. These concepts will focus on minimize construction costs while maximizing flow volume capture and limiting turbidity during flashing events.

viii. Our team will work with Town staff and bidders/contractors to prepare plans & specs that allow for timely construction during the current difficulties in material procurement time delays and increases in cost. We may need to review different pump styles and manufacturers plus atypical construction designs.

ix. Our team will work with Town staff and structure the contract for Owner procured or Contractor procured (with extended warranty) items which may be beneficial to purchase as soon as possible to avoid inflation. For example, we may have the contractor purchase the McMinnis pumps after Notice of Award with a provision to store the pumps at Town facilities prior to the delayed installation. We would need to work with all parties to ensure proper warranty coverage for items such as this.

2. Schedule:

A. Please see Appendix C for the anticipated schedule for this project assuming a 1 January 2023 Notice to Proceed for the engineering work. The schedule list generally holds to the RFP breakdown with the exception of an added review time frame for VDH review at 60 days (which does not impact/push the bid schedule). Please note the construction time for the Reynolds Spring has been extended from 7 months to 8 months to account for lost production time over the winter construction period. We anticipate performing the Reynolds work first to allow for construction at McMinnis during the (hopefully) drier summer months.

3. Fee:

   A. See the listed fee breakdown per your RFP request. We can provide our hourly projection for Peed & Bortz plus the provided subconsultant proposals if you would like. The only extraneous fees that we have added are for the Blue Ridge Ecological wetland delineation at McMinnis and for the Primoid concrete evaluations. The wetland fee totals $5180 and is included in the survey component. The (Primoid) concrete evaluation fee totals $2300 and is included in the structural evaluation component.

   B. If selected for this project, we would work with Town staff to maximize contractor oversight during construction while minimizing cost to the Town for the RPR (inspector). We believe there are substantial savings to be had with regarding to limiting the inspector to pertinent construction areas. We anticipate a reduction in the Direct Expenses line item as well.

Altavista Springs	
RFP Fees	
December 19, 2022	
Preliminary Phase	
Topographic Survey	$ 20,130
Structural Evaluation/Report	$ 22,430
Preliminary Layout	$ 4,240
Geotechnical	$ 7,020
Design Phase	
60% Submittal	$ 39,680
90% Submittal	$ 22,240
Final Submittal	$ 2,120
Bidding Phase	
Bidding	$ 8,800
Construction Phase	
Construction Administration	$ 20,100
(Up-Front Services)	
Construction Administration	$ 22,870
(Services Required Monthly)	
Subtotal	**$ 169,630**
RPR Services	

RPR Hourly Rate ($75/hr)	
40 hours/week x 60 Weeks =	**$ 180,000**
Direct Expenses ($600/month)	
Month x 14 Months =	**$ 8,400**
Total Fee	**$ 358,030**

We appreciate the opportunity to provide this RFP response and look forward to continuing our engineering support of Town staff. Please contact me if you have any questions regarding this proposal as we would be glad to clarify any issues.

Sincerely,

Scott Bortz, PE
Partner

20 Midway Plaza Drive-Suite 100 Christiansburg, Virginia 24073
Phone: 540-394-3214 FAX: 540-394-3215
engineer@peed-bortz.com

APPENDIX A
RESUMES

Peed & Bortz, L.L.C.
Civil/Environmental Engineers

Scott Bortz, P.E.

Experience

1993-present
Civil Engineer

- Industrial site preparation and infrastructure development
- Urban and rural roadway design.
- Municipal water and wastewater design.
- Subdivision design.
- Major institutional and educational site development.

Education

B.S./1993/Civil Engineering - Virginia Tech

Active Registration

Professional Engineer, Virginia 1998

Representative Experience

Mr. Scott Bortz, PE is a registered professional engineer in the state of Virginia. In 1993, he received a Bachelor of Science in Civil Engineering from Virginia Polytechnic Institute and State University. Mr. Bortz has been working in site and utility design since graduating. He has designed water and sewer extensions, suburban and rural public school sites, large government institutional sites, industrial park sites, industrial access roads, and storm water management facilities.

Mr. Bortz has designed municipal water and sewer projects throughout Virginia. As a founding partner in Peed & Bortz, LLC, Mr. Bortz has designed over 100 miles of utility lines. This includes large diameter transmission lines for both water and sewage, ranging from 6" to 24". In many cases these projects include water storage tanks, water booster stations, and sewer lift stations which require design calculations and performing hydraulic analyses.

Job Specific Experience

Phase I WWTP Electrical Improvements: Altavista, VA. Project Manager for the construction of new central power building, central 2000 kw generator, and base infrastructure to continue with upgrading of the overall WWTP electrical systems. Funding provided by DEQ.

Phase II/III WWTP Electrical Improvements: Altavista, VA. Project Manager for the continued construction of electrical improvements/replacements for the majority of the WWTP systems including all underground electrical wiring and connection to a single electrical service. Design included substantial HVAC improvements/replacements and coordination efforts with staff to ensure suitable WWTP operation during construction. Funding provided by DEQ.

Clarion Road Water Extension: Altavista, VA. Project Manager for 2300 lf of 12" DIP water to provide a primary and redundant water source for
Abbott. Design included improved hydraulics, easement coordination, a VDOT limited access road bore and wetland/stream coordination. Funding provided by the Town of Altavista.

VDEM Generators: Altavista, VA. Project Manager for purchase and installation of four diesel generators located at two springs, a major pump station and the WTP raw water intake pump station. Design included a substantial steel structure to elevate the raw water intake generator above the 500 year flood elevation. Funding provided by VDEM.

Gretna Industrial Park: Gretna, VA. Project Engineer for Off-site utilities including, 2300 LF 10" Water line, 3,500 LF of 8" forcemain and a rail bore. Funding provided by TICR

Gretna Industrial Park, Gretna, VA Project Manager On-site utilities including, 1250 LF 10" Water line, 2400 LF of 8" forcemain, 2900 LF 8" gravity sewer and sanitary pump station. Design included the abandonment of an existing sanitary sewer pump station with the connection to the new station. Funding provided by TICR.

Hedrick Reservoir, Gretna, VA Project Engineer for the preliminary engineering design of a proposed 200 acre-foot water supply reservoir. Gretna, Virginia

Whitethorn Creek Raw Water Supply, Gretna, VA Project Engineer for a study and subsequent design & construction of Phase I (raw water line), Phase II (raw water line), Phase III (intake) and Phase IV (raw water bypass line) to provide supplement the existing Town reservoir with raw water from Whitethorn Creek. Funding provided by TICR.

Grahams Forge Sanitary Sewer Improvements, (Three Phases), Grahams Forge, Virginia: Project Engineer for design of 28,000 l.f. of gravity sanitary sewer, 17,600 l.f. of force main and four sanitary pump stations serving the Grahams Forge area of Wythe County. The projects included an interstate bore, a VMRC permitted creek crossing, numerous main-line primary road crossings, and dozens of service line crossings.

Wytheville to Rural Retreat Water Extension, Wythe County, VA. Project Engineer for the design of 41,000 l.f. of 10" and 12" water mains in Wythe County.

Sewer System Improvements, Wythe County, VA. Project Engineer for design of Reed Creek interceptor, including 26,500 LF of 24" gravity sewer and a 700 gpm wastewater pump station. The interceptor was required for a better gravity connection for the north side of the Wythe County Progress Park.

Speedwell Water Extension, Phase I, Wythe County, Virginia: Project Engineer for the design of 61,000 l.f. of 8" water mains and a 300,000 gallon storage tank in Wythe County. This project included a railroad bore and multiple VMRC permitted creek crossings.

Speedwell Water Extension, Phase II, Wythe County, Virginia: Project Engineer for the design of 35,000 l.f. of 8" & 10" water mains and retrofit of an existing booster station in Wythe County.

Progress Park South Park Pump Station and Sewer Conveyance, Wythe County, Virginia: Project Manager for the design of 6200 l.f. of 12" force main and construction of a 1600 gpm triplex wastewater pump station in Wythe County. This project included Owner procured pipe, pumps and a generator in order to expedite the project to fit with a new industry timing requirements. The project included substantial wetland/stream and DEQ stormwater coordination. The force main was installed well within the time constraints and the pump station is scheduled for operation prior to any discharge from the industry.

Lithia Road and Chapman Road Pump Station Improvements, Town of Wytheville, Virginia: Project Manager for the replacement of design of 2600 lf of 12" HDPE force main and 2200 lf of 10" HDPE force main for two pump stations. This project included Owner procured pipe in order to expedite the project to for summer construction requirements due to the operation of the primary bus entrance for a middle school. The project included emergency procurement coordinated with an available contractor to install the pipe with in the summer construction window. The contractor operated under an emergency installation agreement with pre-determined unit prices. Estimated Town savings were $100,000 for engineering services and over $500,000 in construction costs.

Professional Membership

American Society of Civil Engineers

Peed & Bortz, L.L.C.
Civil/Environmental Engineers

Russell N. Jackson, P.E.

Experience

1994-Current
Civil/Environmental Engineer

- Utility Pump Station Design
- Treatment plant design
- Utility system design
- General civil engineering design
- SCADA Systems

Education

B.S./1998/Civil Engineering - Virginia Tech

Active Registration

PE - Virginia 2002

Representative Experience

Mr. Jackson has a wide range of experience in water and wastewater systems. He has designed projects on numerous municipal systems including water treatment plants, wastewater treatment plants, pump stations, storage tanks, and water and wastewater system extensions. This work has included the design, equipment selection, preparation of construction documents, and construction management, startup and operational assistance. He also has extensive experience modeling water distribution and wastewater collection systems for planning and design purposes, as well as development of and integration with Geographic Information Systems and Synchronous Control and Data Acquisition (SCADA) Systems. His experience is highlighted below:

Job Specific Experience

Remote Water Facility SCADA Improvements, Altavista, VA. Project Manager for the addition/upgrade of SCADA control systems to two springs, a major booster station and the raw water intake pump station. The systems included SCADA for the pumps, generators, water/pressure levels, flow rates, and chemical feeds. The bidding of the project was coordinated with pre-approved providers in order to expedite bidding and reduce project costs.

Water Treatment Plant Filter Improvements, Altavista, VA. Project Manager for the Replacement of existing hydraulically actuated filter control valves with electrically actuated units, installation of new filter controls, replacement of existing galvanized surface wash piping, and related improvements. The systems included SCADA system improvements to aid in remote filter operations including backwashing of the filters. Construction administration included coordination efforts with WTP staff to ensure water service operations during construction.

SCADA System, Rockingham County, VA. Design of a new central SCADA system to monitor and control water facilities throughout the County. System replaced existing hybrid control systems at the County's Three Springs Water Treatment Facility and communicated with existing pump station and tank remote telemetry units, which were upgraded as part of the project. The new master telemetry unit at the treatment plant communicated with the newly installed membrane system PLC to provide status and alarm monitoring, data logging, and automated reporting for the membrane system and raw water supply well pumps. The master unit also provided automated control, status and alarm monitoring, data logging, and reporting for chemical feed systems, backwash waste disposal systems, and finished water pumps.

Belmont & Highland Park Pump Station Replacements, Rockingham County, Virginia. Project Engineer for design and construction administration of two new 0.45 MGD wastewater pump stations to replace existing stations. Due to site restrictions, one of

existing wetwell/drywell stations was refitted with a suction lift skid mounted system, eliminating additional deep excavation and reducing construction cost to approximately half of budget amount.

Mill Creek Lane Water Booster Project, Augusta County Service Authority, VA. Design of water main improvements and a new tankless booster station to increase and stabilize pressures to an area of the existing system. Station design utilized a booster pump and variable frequency drive controller to maintain desired pressure.

Three Springs Water Treatment Plant Upgrade, Rockingham County, VA. Preliminary engineering study and design of upgrades to an existing 4.0 MGD groundwater treatment plant. The existing plant had included diatomaceous earth filters which were near the end of their useful life, required full time operator attendance, and required high operating pressures. Upgrades included a new 4.0 MGD membrane microfiltration system, semi-bulk liquid hypochlorite feed equipment, backwash settling tank discharge pump system, and tablet dechlorination system. Existing 250 HP well pumps were also replaced with 100 HP lower head, higher efficiency pumps to supply the membrane system (membrane system includes 60 HP transfer pump). The upgraded facility is approved for unattended operation and is typically staffed 8 hours per day.

Whitethorn Raw Water Intake, Gretna, VA. Source evaluation, design, and construction administration of a new 0.43 MGD raw water intake on Whitethorn Creek. The Town's existing stream supply had become inadequate during a recent drought, and as such, the Town required an additional supply to serve its needs and maintain permitted waterworks capacity. Evaluation of available sources identified Whitethorn Creek as the best available additional supply. Although it was not included in the Regional Water Supply Plan, it had been observed to maintain relatively steady flows during previous droughts. This was attributed to a relatively high percentage of groundwater contribution to the stream flow. An evaluation with year long flow monitoring was performed to verify adequacy of the stream, amend the Regional Water Supply Plan, and obtain a withdrawal permit. Raw water intake included wedgewire intake screen with air burst system and pump station with wetwell and redundant vertical turbine pumps to discharge to existing raw water line. Project also included SCADA system to allow remote monitoring and control of station from Town's water treatment plant and monitoring and recording of stream flows.

Water System Improvements, Gretna, Virginia. Design of numerous water system improvements to correct deficiencies noted by Department of Health and restore rated waterworks capacity. Design included 2,000 l.f. of 10" replacement finished water main reducing treatment plant discharge head loss by 50 feet and restoring pump capacity to permitted rate; 3,000 l.f. of 4" main to relocate low pressure services to hydro-pneumatic station reducing minimum allowable ground storage tank levels and increasing effective storage; 13,000 l.f. of 12" raw water main to new emergency intake; and emergency generator for WTP.

Effective Water Storage Improvements, Christiansburg, VA. Design of two constant pressure water booster stations to provide increased pressure to multiple service areas which had limited effective storage in the system ground storage tank. Prior to the improvements, the storage tank level was required to be kept near full to maintain minimum 20 psi service pressure to the highest elevation services. The new 0.20 MGD and 0.13 MGD booster stations provide constant 45 psi pressure to these highest connections and reclaimed 100% effective storage in the ground storage tank. The Town had previously considered conventional hydropneumatic stations; however, constant pressure booster stations were proposed to significantly reduce construction cost, reduce operating costs, and provide more stable discharge pressure. Total construction cost for the new stations was approximately half of original budget for hydropneumatic stations.

Professional Membership

American Waterworks Association

JEREMY L. LUCAS, P.E.

Senior Structural Engineer

With Firm Since: 2011

Years of Experience: 17

Jeremy's experience includes condition assessments of existing facilities; development of feasibility studies and preliminary design development for adaptive reuse, restoration, renovation and new design for industrial, institutional, education, and medical clients; design of industrial support structures, mezzanines and equipment platforms; design, rating and certification of material handling racks, lifting device, forklift attachments and personal fall restraint systems; and design of transportation structures. Mr. Lucas also fills the role of Safety Officer for Master Engineers and Designers.

EDUCATION

M.S. Structural Engineering
Virginia Tech
B.S. Civil & Environmental Engineering
Lafayette College

PROFESSIONAL REGISTRATION

VA, GA, KY, NV, IL, AL, AR

M. Grant Beasley, P.E. LEED AP B+C

Electrical Design Engineer

With Firm Since: 2014

Years of Experience: 9

Grant joined Master Engineers after serving as an Engineer / Technician for IJUS, LLC where he was responsible for analyzing and designing joint utility networks. His recent design experience includes new electrical service entrances; exterior and interior lighting; emergency power; power for offices, libraries, commercial, municipal and manufacturing facilities; and communications, security and alarm systems. Recently, he has developed a focus with solar power and electrical systems for wastewater treatment facilities.

EDUCATION

B.S. Electrical Engineering
Virginia Tech

PROFESSIONAL REGISTRATION

VA, NC, WV

PROFESSIONAL ORGANIZATIONS

Illuminating Engineers Society

APPENDIX B
REPRESENTATIVE PROJECTS

Whitethorn Raw Water Pump Station

Town of Gretna

Client:
Town of Gretna

Contact:
Keith Motley
(434) 656-6406

Project Cost:
$2.5 Million

Completion Date:
2013

Components:
300 gpm Pump Station
Stream Intake and Blower
Remote Operability (WTP)
Connected to 4.5 miles of
12" Raw Water Main

Design Issues:
In-Stream Raw Water Intake
Remote Control (SCADA)

Project Manager:
Russell Jackson, PE

Funding Agencies:
TICR

The Town of Gretna experienced a significant drought at the Georges Creek reservoir in 2002 with the water nearly running out of potable water in late summer. An emergency (temporary) impoundment was constructed with a portable pump & small diameter pipeline discharging into the headwaters of the reservoir. For a long-term emergency source, the Town needed to pull from Whitethorn Creek at a point nearly 4 ½ miles south of the Town water treatment plant. Peed & Bortz designed the intake at the intersection of Galveston Road and Whitethorn Creek and designed the 12" raw water supply main back to the Town WTP. With the construction of this intake/station/pipeline, the Town has a secondary water source that can be treated at their primary source WTP.

Improvements included a 200 square foot prefab building, an in-stream raw water intake structure, a 4000 gallon wet well, dual 300 gpm vertical turbine pumps and a stream monitoring sensor. Peed & Bortz worked with the Town to secure Tobacco Commission Funding for this project.

Civil/Environmental Engineers
20 Midway Plaza Drive Suite 100 Christiansburg, VA 24073
(540) 394-3214 engineer@peed-bortz.com

Montevideo & Three Springs Water Booster Stations

Rockingham County

Client:
Rockingham County
Contact:
Philip Rhodes
(540) 564-3020
Project Cost:
$0.95 Million (Three Springs)
$1.2 Million (Montevideo)
Completion Date:
2018 (Three Springs)
2022 (Montevideo)
Components:
Triplex vertical turbine pumps with piping to add a fourth pump
Separate, conditioned electrical room
Fluoride Feed System (Three Springs only)
Design Issues:
Existing Treatment Facility
Existing (tight) Booster Station site
Continuance of operation during construction
Project Manager:
Russell Jackson, PE
Funding Agencies:
None

Rockingham County required upgrades of their two main water booster stations to replace aging facilities and meet increasing water demands. Peed & Bortz designed a membrane filter system upgrade of the Three Springs WTP in 2014 which increased treatment capacity to 4.26 MGD. The original 3.67 MGD finished water station limited output production of the plant, was over 30 years old, and had numerous operational and maintenance issues. Peed & Bortz designed a replacement station at the WTP for finished water pumping and liquid fluoride chemical feed. The station includes three 250 HP vertical turbine pumps rated for 4.26 MGD, with an additional suction can and piping to allow for future addition of a fourth pump to increase station capacity to 6 MGD. Electrical switchgear and VFDs are located in a dedicated conditioned electrical room. A separate chemical feed room houses a 1,000 gallon fluoride tank and metering pump equipment.

The downstream Montevideo booster station requires capacity similar to the WTP finished station to boost water to the maximum service level and supply the majority of the county. The original station was also over 30 years old with significant operational and maintenance concerns. A replacement station was designed with three similar vertical turbine pumps rated for 4.26 MGD and expandability to 6 MGD. Both sites required construction of the upgraded stations while the existing stations continued operation.

Civil/Environmental Engineers
20 Midway Plaza Drive Suite 100 Christiansburg, VA 24073
(540) 394-3214 engineer@peed-bortz.com

MASTER ENGINEERS & DESIGNERS

SAMPLE SIMILAR PROJECT EXPERIENCE

Concrete Structure

Assessment and Repair

Royal Orchards

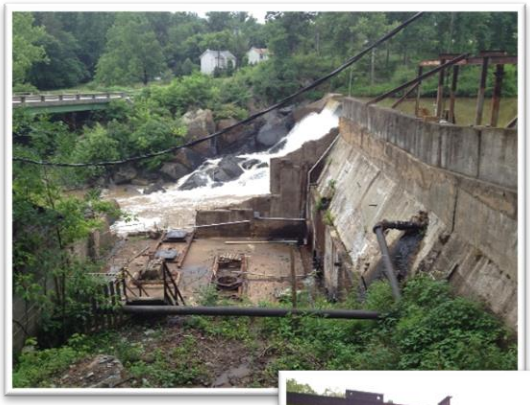
Afton, Virginia

Structural assessment and repair recommendations of concrete spring box and reservoir. Photo of spring box to the right.

Walker Mill Dam

Schuyler, Virginia

Condition assessment of existing dam, intake, turbine runs and foundation of former power plant. Develop repair plans for existing concrete, including silt boxes and screen areas. Develop new addition on top of existing foundation.



Multiple Bridge and Culvert Assessments - AEP

Various

Perform structural assessments of concrete and steel structures, including culverts and abutments, for construction and site access. Design repair plans for aged substructures to extend life of structure and use for construction and maintenance access.

Oxygen Tank Slab

Lynchburg, Virginia

Structural assessment and repair plans for concrete slab supporting tanks at a local industrial site. Photo of existing conditions to the right.

Drying Kiln Foundation and Slab Repair

Keysville, Virginia

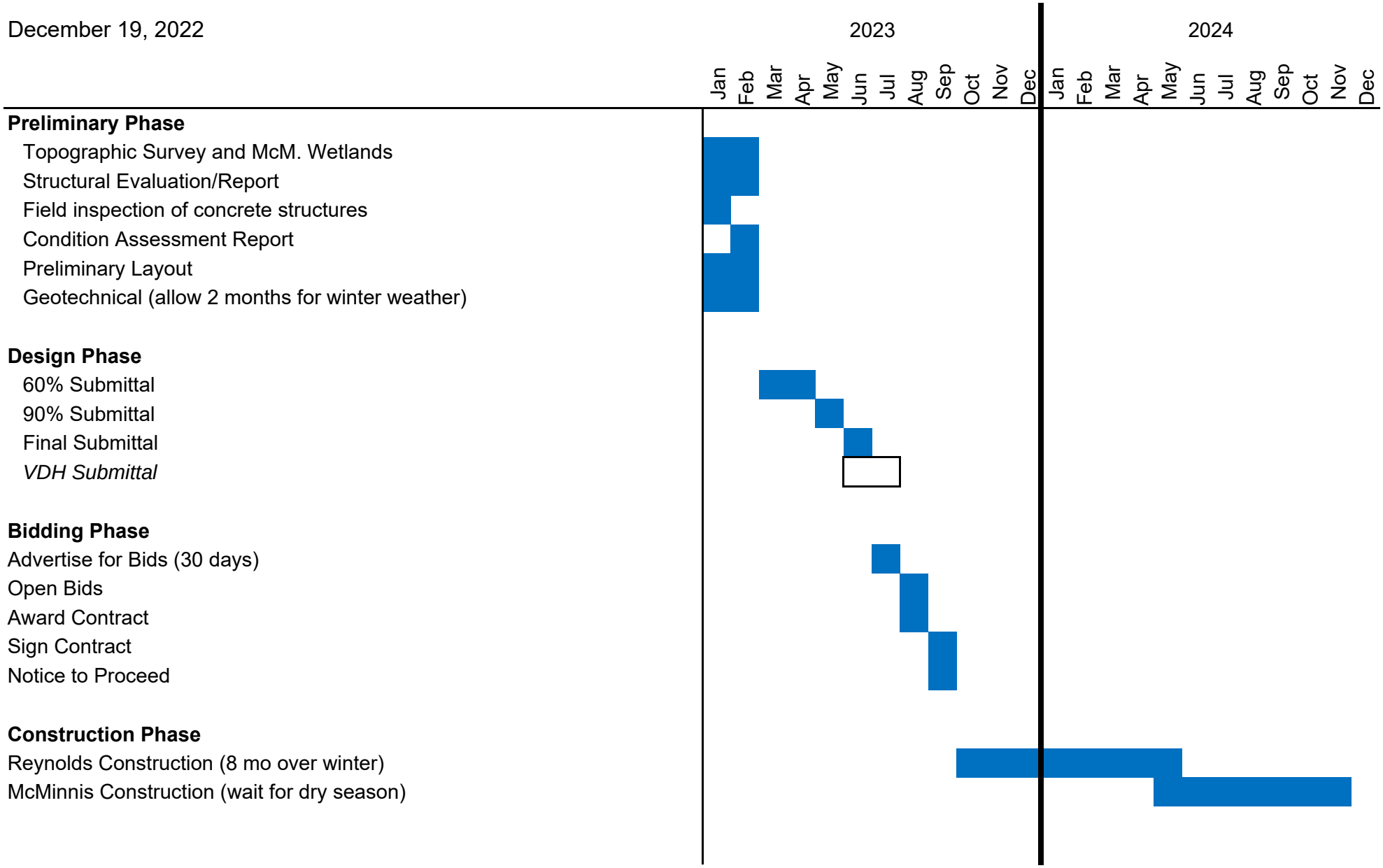
Perform visual structural assessment of existing concrete foundations and slabs exposed to high-humidity and heat from hard wood drying kilns. Additional causes of damage were from dissimilar material/electrolysis deterioration. Develop repair plans for damaged concrete areas and details to provide barrier and stop degradation.

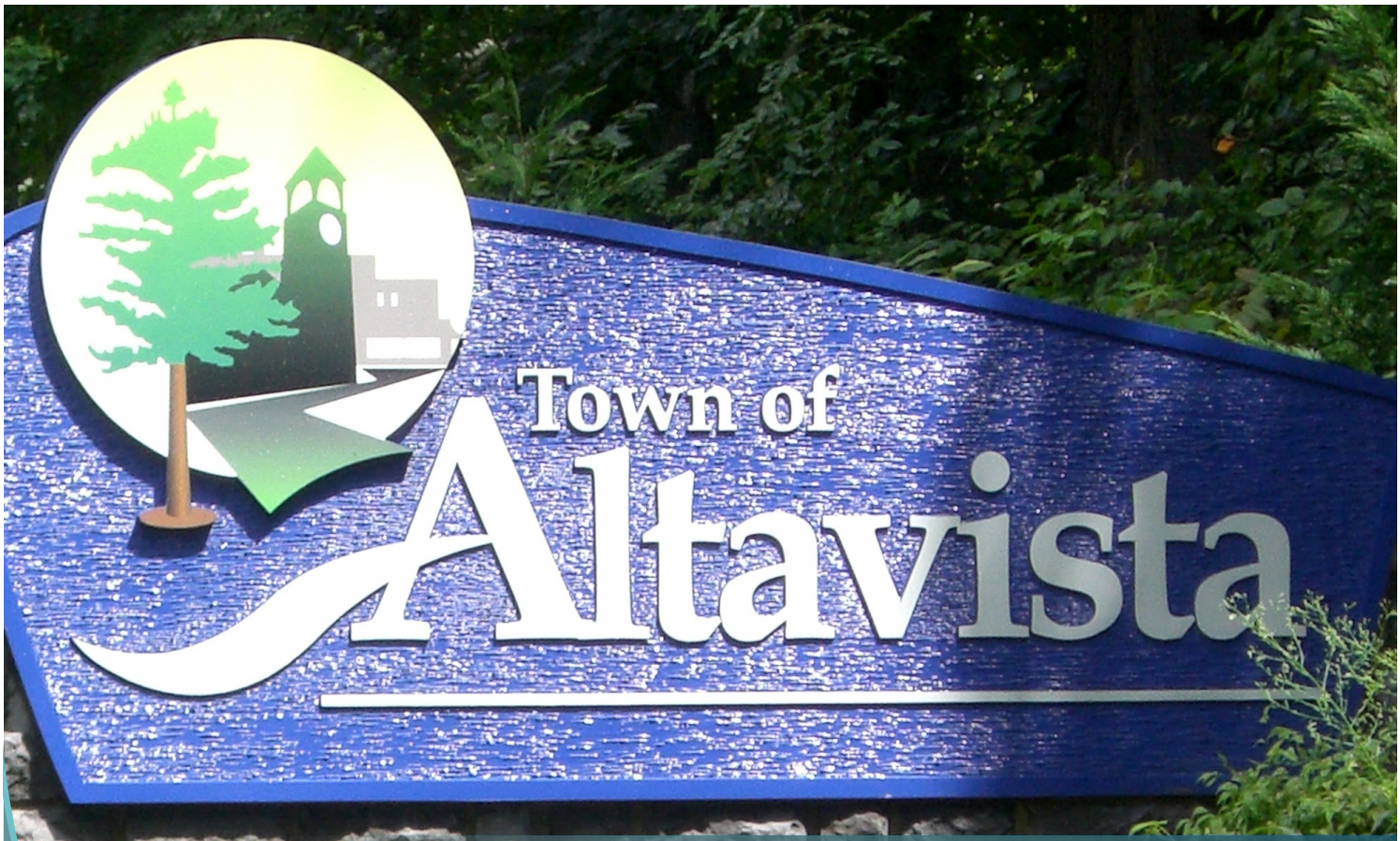
APPENDIX C
SCHEDULE

Altavista Springs

RFP Schedule

December 19, 2022





Request for Proposals

ENGINEERING SERVICES FOR MCMINNIS SPRING AND REYNOLDS SPRING

HURT & PROFFITT

2524 Langhorne Road, Lynchburg, VA 24501 | 434.847.7796

December 16, 2022

Via Email: twfore@altavista.gov

Mr. Tom Fore
Town of Altavista
510 7th Street
Altavsita, VA 24517

Re: Request for Proposals for Engineering Services for McMinnis Spring and Reynolds Spring

Dear Mr. Fore:

Per the terms of the "On-Call Consulting Services" between Hurt & Proffitt (H&P) and the Town of Altavista, we are pleased to provide the enclosed proposal to perform engineering services to design improvement to the Town's water sources, McMinnis and Reynolds Springs. Our proposal includes our qualifications and a fee for the improvements.

We understand that the McMinnis and Reynolds Springs are keyt components of the Altavista water supply system and each spring has been producing approximately 300,000 gpd for approximately 50 years. With increased turbidityduring rain events and water getting past the McMinnis Spring, Altavista would like to make improvements setting the system up for the next 50 years and beyond.

H&P has been assisting municipalities in Central Virginia maintain and upgrade their systems supplied by springs, wells, rivers or water impoundments. Our design team is able to address improvements associated with the entire water system including supply, treatment and distribution.

Another benefit of working with H&P is that we have many accessory services in-house, thus eliminating the cost and coordination associated with subcontractors. These include but are not limited to geotechnical and materials testing, surveying, environmental (wetlands, permitting, etc.), CCTV and cultural resources.

We look forward to hearing from you, and we hope we can work together on this project.

Sincerely,
HURT & PROFFITT

Mike Wilson, PE
Director of Municipal & Government Engineering

FIRM OVERVIEW

Hurt & Proffitt, Inc. (H&P) is a full service, employee-owned engineering and surveying firm providing a comprehensive array of services. Our staff are licensed in Virginia, DC, Georgia, Kentucky, Maryland, Michigan, North Carolina, Ohio, Pennsylvania, South Carolina, Tennessee, Texas, West Virginia and Guam.

Our ability to respond quickly and cost-effectively, connecting across markets and disciplines, gives us an unparalleled ability to collaborate with our clients, communities, and colleagues to create quality work every time. Our high standards, expertise, and work ethic have led to successful partnerships with our clients, municipalities, and regulatory agencies.

OUR LOCATIONS

LYNCHBURG *(Corporate Office)*
2524 Langhorne Road
Lynchburg, VA 24501
PH: 434.847.7796
TF: 800.242.4906
FX: 434.847.0047

BLACKSBURG
1861 Pratt Drive, Suite 1100
Blacksburg, VA 24060

RICHMOND
804 Moorefield Park Drive, Suite 104
Richmond, VA 23236

ROANOKE
5238 Valleypointe Parkway, Suite 2B
Roanoke, VA 24019

WYTHEVILLE
370 South 4th Street
Wytheville, VA 24382

CONTACT INFO

Mike Wilson, PE
Dir. of Muncipal & Government Eng.
mwilson@handp.com

OUR SERVICES

- Civil Engineering
- Surveying & GIS
- Land Development
- Environmental
- Geotechnical
- Construction Testing
- Construction Inspections
- Cultural Resources
- Pipeline Inspections
- Grant Writing & Administration

FUNDING

H&P routinely assists local municipalities with securing grants and loans to fund capital projects.

During the past five years our funding experts have secured over $60 million in grants and low interest loans.

OUR PEOPLE

Our firm maintains a versatile, highly-qualified staff of 140 employees, including professional engineers, surveyors, environmental scientists, field technicians and administrative staff.

ON-SITE LABORATORY

Our Materials Testing Laboratory is AASHTO re:source (formerly AMRL) and Cement & Concrete Reference Laboratory (CCRL) certified.

HURT & PROFFITT

FIRM OVERVIEW

MASTER ENGINEERS & DESIGNERS

PERSONAL. PROFESSIONAL.

Master Engineers and Designers, Inc. was formed in 1982 with the purpose of offering total building engineering professional services for educational, industrial, institutional, commercial, and governmental clients.

In 2004 we converted to an ESOP (Employee Owned Company). Our firm is led by a three member Board of Directors. As a 100% ESOP, all of our associates are personally invested in the success of Master Engineers and the success and satisfaction of our clients. We are registered as a Micro Business in Virginia and Small Business under federal guidelines on www.SAM.gov.

Our professionals are skilled in providing engineering leadership through each step of a project from planning and scheduling, design, construction, startup, and operations. We are registered in 20 states and most of our engineers are NCEES registered. All of our engineers are registered in the Commonwealth of Virginia.

Two of our engineers have completed the Post-Disaster Safety Assessment Program (SAP) Coordinator Training and have been certified as SAP Evaluators. Two additional engineers are LEED certified.

READY TO ASSIST.

Our first priority for every client is how we can be of service in meeting their project needs, whether it is new construction, a detailed renovation, or an evaluation of an existing building or system.

- Building Design (MEPS)
- Full Project Services
- Studies and Evaluations
- SCADA
- Anti-Terrorism
- Building condition surveys
- Failure Analysis
- Seismic II over I
- Steam generation and distribution
- Electrical generation and distribution
- Equipment Vibrations
- Controls
- Fire alarm and security
- Fire suppression
- LEED Design
- Central utility systems
- Emissions control

DENNIS AMOS, PE

Project Manager

Dennis' experience includes work with water and sewer systems, transportation systems, and hydraulic analysis. He brings extensive knowledge of funding requirements and governmental regulations. His portfolio includes the installation of numerous miles of water and wastewater infrastructure which routinely requires coordination between natural gas, telephone, electric and fiber optic providers among others.

YEARS OF EXPERIENCE

Years with H&P: 17
Years of Experience: 25

PROFESSIONAL REGISTRATIONS

Professional Engineer:
VA #00405041520 (2005)
WV #015419 (2002)

Member: AWWA #2377005

EDUCATION & TRAINING

B.S., West Virginia University, Civil Engineering, 1998

RELEVANT PROJECT EXPERIENCE

- Halifax County Public Service Authority, VA - PER for Virginia International Raceway Water System and Elevated Storage Tank
- Western Virginia Water Authority, Roanoke, VA - Elm Avenue Water Main Replacement
- Town of Pearisburg, VA - Water System Improvements
- Rockbridge County Public Service Authority, VA - Arnold's Valley Tank Rehabilitation
- Town of Hillsville, VA - Water Tank Rehabilitation
- City of Galax, VA - Water Treatment Plant & Pump Station PER
- Town of Fries, VA - Alternative Source Study and PER
- Town of Christiansburg, VA - West Main Street Water Improvement Design

MATT GROSS, PE

Water and Wastewater Engineer

Matt has a wide range of experience in environmental, water, and wastewater systems. He has both designed and managed water and wastewater projects on numerous municipal systems. He has worked extensively on treatment and pump station designs for H&P. This work has included the evaluation, design, equipment selection, preparation of construction documents, construction management, start-up, and operational assistance. As part of this water and wastewater experience, he has developed specific expertise with pumps and pumping systems.

RELEVANT PROJECT EXPERIENCE

- Town of Hillsville, VA - Water Treatment Plant Study
- Floyd-Floyd County Public Service Authority, VA - Oxford Street Waterline Replacement
- Apex Company, VA - Dollar General Water Systems
- Halifax Public Service Authority, VA - PER and Well Development for Virginia International Raceway Community Water System
- Town of Vinton, VA - Wolfe Creek Interceptor/Pump Station
- Town of Lexingotn, VA - Campbell Lane Pump Station Improvements
- Radford Arsenal, Radford, VA - Water Treatment Plant & Wastewater Treatment Plant Evaluations

YEARS OF EXPERIENCE

Years with H&P: 27
Years of Experience: 27

PROFESSIONAL REGISTRATIONS

Professional Engineer:
VA #0402036447 (2002)

Member AWWA

EDUCATION & TRAINING

B.S., Virginia Polytechnic Institute & State University, Civil Engineering, 1997

MIKE WILSON, PE

Water & Wastewater Engineer

Mike's civil engineering experience, including site design, land development, modeling sanitary sewer systems for infiltration / inflow, as well as analyzing and reporting information collected for contaminated sites. His engineering responsibilities include project management, designing and monitoring project infrastructure / construction, review of site plans and construction drawings, and creating documents for municipal sanitary sewer and water main projects.

YEARS OF EXPERIENCE

Years with H&P: 15
Years of Experience: 30

PROFESSIONAL REGISTRATIONS

Professional Engineer:

VA #044203 | 2007; MI #45768 | 1999
OH #61602 | 1997

NASSCO Certified

Member: AWWA, ASCE, ASDSO

EDUCATION & TRAINING

B.S., Michigan Technological University, Civil Engineering, 1992

RELEVANT PROJECT EXPERIENCE

- Town of Crewe, VA - Source Water Development PER
- Town of Crewe, VA - Water System Improvements PER
- Amherst County Service Authority, VA - Graham Creek Reservoir Improvements
- Town of Pamplin, VA - Water System Improvements
- City of Lynchburg, VA - Tinbridge Phase II Utility Improvements
- Amherst County Service Authority, VA - Woody's Lake Waterline Improvements
- Buckingham County, VA - Water Tank Rehabilitation
- Campbell County Utilities & Service Authority, VA - Waterline Replacements for several subdivisions

CHAD HODGES, PE

Civil Engineer

Chad is an experienced designer in water and sanitary sewer projects. His engineering and design experience, includes, but is not limited to, stormwater management, erosion and sediment control, grading, utilities and secondary roadways.

RELEVANT PROJECT EXPERIENCE

- Town of Altavista, VA – Lynch Creek Sewer Replacement
- Appomattox County, VA – 460 Waterline
- Town of Troutville, VA - Water System Improvements
- Town of Goshen, VA - Waster System Replacement
- Maury Service Authority, Lexington/Rockbridge County, VA – Transmission System Upgrade
- Town of Independence, VA - Water System Upgrade
- Town of Glasgow, VA - Water System Improvements

YEARS OF EXPERIENCE

Years with H&P: 15
Years of Experience: 15

PROFESSIONAL REGISTRATIONS

Professional Engineer:

VA #0402060844 (2021)

NASSCO Sewer Certification #U812-1573

VDOT Advanced WorkZone #09170142

EDUCATION & TRAINING

B.S., Old Dominion University, Civil Engineering Technology, Minor in Engineering Management, 2011

KEN MERITT PG, PE

Geotechnical Engineer

Ken has years of experience in the geotechnical, environmental and construction fields. His experience includes laboratory and field soils testing, laboratory and field concrete testing, subsurface drilling investigations, earthwork evaluation and suitability studies, flexible and rigid pavement design, retaining wall and slope stability studies, allowable soil bearing pressures, determination for foundation design, and geotechnical report preparation.

YEARS OF EXPERIENCE

Years with H&P: 19
Years of Experience: 33

PROFESSIONAL REGISTRATIONS

Professional Engineer:
VA #49743 (2012)
Professional Geologist:
VA #1075 (1995)

EDUCATION & TRAINING

B.S., Virginia Polytechnic Institute & State University, Geology, 1984

RELEVANT PROJECT EXPERIENCE

- City of Lynchburg, VA - Lakeside Drive Bridge and Roundabout
- Amherst County Service Authority, VA - Graham Creek Reservoir Improvements
- Campbell County Public Schools, VA - New Rustburg Middle School
- Salem City Public Schools, VA - CMT & Special Inspections
- Charlotte County, VA - Bacon & Phenix Elementary School Additions
- Mecklenburg County, VA - New Combined Middle & High School
- Bedford County Public Schools - Forest Middle School Addition CMT & Special Inspection Services

ADAM BRYANT, LS

Survey Manager

Adam manages the survey department in Lynchburg while continuing to manage projects for several existing and new clients. He has overseen a broad spectrum of survey projects with a focus on large scale boundary surveys at private, state and federal levels. He is currently licensed in Virginia, West Virginia and the U.S. Territory of Guam.

RELEVANT PROJECT EXPERIENCE

- Town of Altavista, VA - McMinnis Waterline Replacement
- Campbell County Utilities & Service Authority, VA - Oakdale and Oakland Waterline Replacement
- Bedford County, VA - Corporate Park Drive Extension
- Appomattox County, VA - Center for Business & Commerce's Extension of Industrial Park Roadway

YEARS OF EXPERIENCE

Years with H&P: 20
Years of Experience: 24

PROFESSIONAL REGISTRATIONS

Professional Land Surveyor:
VA #2863 (2007)
WV #2277 (2014)
Guam #083 (2015)
OSHA 30 Certification

EDUCATION & TRAINING

B.S., Emory & Henry College, Geography, 2000

JEREMY L. LUCAS, PE

Senior Structural Engineer

MASTER ENGINEERS & DESIGNERS

Mr. Lucas' experience includes condition assessments of existing facilities; development of feasibility studies and preliminary design development for adaptive reuse, restoration, renovation and new design for industrial, institutional, education, and medical clients; design of industrial support structures, mezzanines and equipment platforms; design, rating and certification of material handling racks, lifting device, forklift attachments and personal fall restraint systems; and design of municipal and transportation structures.

PROFESSIONAL REGISTRATIONS

Professional Engineer:
VA, GA, KY, NV, IL, AL, AR

EDUCATION & TRAINING

M.S., Structural Engineering, Virginia Polytechnical Institute & State University,
B.S., Civil & Environmental Engineering, Lafayette College

RELEVANT PROJECT EXPERIENCE

- Round Hill, VA - WWTP Safety Grating and Stairs
- Orange Water & Service Authority, VA - Bolinwood Bridge Water Main, Structural Supports
- Town of Altavista, VA - Wastewater Treatment Plant Improvements
- City of Lynchburg, VA - Wastewater Treatment Plant Temporary Shoring of Wet Wells
- Town of Christiansburg, VA - Hills Water Tank Structural Analysis, Anchorage for Seismic Load
- Clark County, VA - Water Tank Antenna Attachments
- Town of Middltown, VA - Waterwater Treatment Plant Improvments

GRANT BEASLEY, PE

Design Electrical Engineer, LEED AP BD+C

MASTER ENGINEERS & DESIGNERS

Grant joined Master Engineers after serving as an Engineer / Technician for IJUS, LLC where he was responsible for analyzing and designing joint utility networks. His recent design experience includes new electrical service entrances; exterior and interior lighting; emergency power; power for offices, libraries, commercial, municipal and manufacturing facilities; and communications, security and alarm systems. Recently, he has developed a focus with solar power and electrical systems for wastewater treatment facilities.

RELEVANT PROJECT EXPERIENCE

- Town of Vinton, VA - Pumping Station Improvements
- Town of Altavista, VA - Wastewater Treatment Plant Improvements
- Town of Fishersville, VA - Wastewater Treatment Facility Upgrades
- Augusta County, VA - Weyers Cave Wastewater Treatment Plant
- Alleghany County, VA - Low Moore Wastewater Treatment Plant Improvements
- Town of Middletown, VA - Wastewater Treatment Plant Improvements

PROFESSIONAL REGISTRATIONS

Professional Engineer:
VA, NC, WV

EDUCATION & TRAINING

B.S., Electrical Engineering, Virginia Polytechnical Institute & State University

PER & WATER SYSTEM IMPROVEMENTS

BOONES MILL, VA

CLIENT

Town of Boonsville
77 Jacob Boon Lane
Boones Mill, VA 24065

CONTACT

Mr. B.T. Fitzpatrick
Town Manager
540.34.5404

SERVICES

Civil Engineering
Environmental Review
Environmental Permitting
Construction Admin.
Inspections
PER
Surveying
Geochnical Eng.
Soils Analysis
Materials Testing

COST

$3,405,000

COMPLETED

2011

Hurt & Proffitt was responsible for the Preliminary Engineering Report (PER) and Environmental Review Record (ERR) dealing with lost potable water and metering of all water sold by the Town. Reports were responsible for $3.4 M in grant being provided to the Town for design of project and construction from VDH American Recovery & Reinvestment Act (ARRA) funds and SERCAP.

Design of Town water system replacement included 19,000 LF of water line, greensand water filtration system, raw water storage tanks, radio read meter system, well rehabilitation, emergency generator system, photovoltaic solar power system, infrastructure security systems, and SCADA system for the Town of Boones Mill.

Due to funding time constraints, design and regulatory approval for entire project was completed in 5 months.

WATER SYSTEM REPLACEMENT

GOSHEN, VA

CLIENT

Town of Goshen
128 Main Street
Goshen, VA 24439

CONTACT

Mr. Tom McCraw
Mayor
540.997.5545

SERVICES

Civil Engineering
Water Evaluations
Waterline & Tank Design
Surveying
Environmental Permitting
Funding Applications
Bidding Services
Construction Admin.
Geotechnical
Inspections

COST

$2,775,000

COMPLETED

2013

H&P prepared the Preliminary Engineering Report (PER) to replace 19,000 LF of existing water line with new water line and resolve other water system issues. The PER qualified the Town for $2.5M in grant and $250K in zero percent interest loan funding from state and federal agencies for improvements to all phases of the water system. This includes Community Development Block Grant, VDH DWSRF (ARRA), and USDA Rural Development (ARRA) funding.

Design of the Town's water system replacement included 19,100 LF of 8" and 6" water line, demolition of existing storage tank, new 120,000 gallon storage tank, pump station improvements, new SCADA system, and installation of water meters on all service connections. H&P prepared a Water Rate Study and Waterworks Operation & Business Plan as required as part of the funding package.

Due to funding time constraints, design and regulatory approval for the entire project was completed in 5 months. Upon completion of the project, the percentage of lost water dropped from 75% to 13%.

PER/ERR & WATER SYSTEM REPLACEMENT

TOWN OF CHARLOTTE COURT HOUSE, VA

CLIENT

Town of Charlotte Court House
350 George Washington Highway
Charlotte Court House, VA 23923

CONTACT

Mr. Stephen Walker
Board Member
434.542.5781

SERVICES

Civil Engineering
Water Treatment Design
Well Development
Geotechnical Engineering
Materials Testing
Surveying
PER
Construction Admin.
Inspections

COST

$3,489,000

COMPLETED

2012

H&P made improvements to the Town's water system which consisted of replacing over 35,000 LF of old 2" and 4" cast iron pipes with new 8" PVC. Other components include greensand filtration system, new groundwater well development, water tank rehabilitation, spring rehabilitation, SCADA system, and infrastructure security systems.

The loan and grant papers were signed and the Town received a check for $2,289,000 at a public ceremony. The grant, which is often difficult to get, was the result of what one USDA official called "a PER done better than any I've seen." Services included analyzing the existing water system in regards to water flow and pressures and fire protection abilities; preparing different improvement options and prioritizing the projects in terms of best improvement for the capital investment; preparing plans and specifications for the construction of the improvements; and preparation of the PER (with a VDH Planning Grant).

PROJECT ISSUES

OVERVIEW

The Town owns and operates both the Reynolds and McMinnis Springs. Each of the springs have a minimum flow rating of 280,000 gpd. Over the last several years, the Spring turbidity has been increasing. Both structures need to be evaluated for the condition of the Spring's boxes and for possible capture improvements.

REYNOLDS SPRING REVIEW AND DESIGN

The Reynolds Spring system is the first one that would be taken offline for improvements. The pump house is currently located on the top of the collection basin. The pump house and concrete capture basin will be evaluated for condition as well as room for expansion.

The current setup has two chemical feed pumps to feed hypochlorite and fluoride. The existing facility does not have sufficient room to add a chemical feeder for caustic soda or another alkalinity/pH adjustment chemical. The electrical controls for the pumps are located outside of the building to protect them from the corrosion caused by the sodium hypochlorite fumes.

Our team will evaluate the building, wet well, and spring capture structures and prepare a condition assessment. The report will include recommendations for rehabilitation, expansion and repair of structures. We will look at relocation the spring pump building from the top of the collections basin to adjacent to the structure.

We will perform two (2) borings, per site, that will extend to 25 feet. The borings combined with moisture tests and soil classifications will be used to prepare a site specific Geotech report.

We will layout the proposed improvements for the Town with a preliminary cost estimate. The 60% design submittal shall include construction plans for the various improvements including relocating the controls to a climate control room. After review by the Town, we will finalize the plans, technical specifications and bidding documents for approval by Virginia Department of Health (VDH).

MCMINNIS SPRING REVIEW AND DESIGN

The McMinnis Spring system is the second spring that would be taken offline for improvements. The pump house is currently located adjacent to the top of the collection basin. The pump house and concrete capture basin will be evaluated for condition as well as room for expansion.

The current setup has two chemical feed pumps to feed hypochlorite and fluoride. The existing facility does not have sufficient room to add a chemical feeder for caustic soda or another alkalinity/pH adjustment chemical. The electrical controls for the pumps are located outside of the building to protect them from the corrosion caused by the sodium hypochlorite fumes. The existing site at McMinnis is very wet, so a careful study needs to see where the water is coming from and ways to minimize the effect on the site.

Our team will evaluate the building, wet well, and spring capture structures and prepare a condition assessment. The report will include recommendations for rehabilitation, expansion and repair of structures. We will look at relocation of the spring pump building adjacent to the structure.

We will perform two (2) borings, per site, that will extend to 25 feet. Our Geotech team will use HPDE pads to spread the weight of the drilling rig and to minimize the affect of the vehicle on the moist ground at the site. The borings combined with moisture tests and soil classifications will be used prepare a site specific Geotech report.

We will layout the proposed improvements for the Town with a preliminary cost estimate. The 60% design submittal shall include construction plans for the various improvements including relocating the controls to a climate control room. After review by the Town, we will finalize the plans, technical specifications and bidding documents for approval by Virginia Department of Health (VDH).

PROCUREMENT

H&P will work with the Town to pre-qualify contractors before bidding the project. The projects cannot be done concurrently but a single contractor could do both consecutively. We will set up the documents for contractors to provide individual spring costs and a combined spring project cost to account for potential savings of completing two projects vs. just one.

SCHEDULE

PRELIMINARY PHASE

Notice to Proceed ..... February 1, 2023
Topographic surve of each site ..... February 2023
Preparation of a survey base map suitable for design ..... March 2023

Structural Evalution and Report

Inspection and concrete condition asessment of all structural elements for each existing structure ..... March 2023
Prepare a condition assessment report documenting the findings from the condition assessment ..... April 2023

Preliminary Facility Layout with Basic Features Shown (30% Layout)

Provide preliminary layout of facilities ..... May 2023
Submit preliminary layout to Town ..... June 2023
Submit Opinion of Probable Construction Costs (OPCC) to Town ..... June 2023

Geotechnical Investigation and Report with Recommendations

Perform geotechnical investigations at McMinnis Spring site ..... May 2023
Submit geotechnical report to Town ..... May 2023

DESIGN PHASE

60% Design Submittal to Town ..... June 2023
90% Design Submittal to Town ..... October 2023
Final Design Submittal to Town ..... December 2023

BIDDING PHASE

Advertise for Bidding ..... December 2023
Conduct Pre-Bid Meeting at Town offices and distribute meeting notes ..... December 2023
Prepare and issue addenda to clarify, correct or change the issued documents ..... December 2023
Attend Bid Opening, prepare bid tabulation, evaluate proposals, recommend award of contract to Town ..... January 2024
Assemble final contracts for execution and prepare Notice of Award for Town ..... February 2024

CONSTRUCTION PHASE

Construction Administration Services ..... March 2024 - April 2025
Resident Project Representation (RPR) Services (if needed) ..... March 2024 - April 2025

FEE

PRELIMINARY PHASE

Topographic Survey $5,600
Structural Evaluation/Report $17,500
Preliminary Layout $12,500
Geotechnical $8,000

DESIGN PHASE

60% Submittal $65,500
90% Submittal $42,800
Final Submittal $25,500

BIDDING PHASE

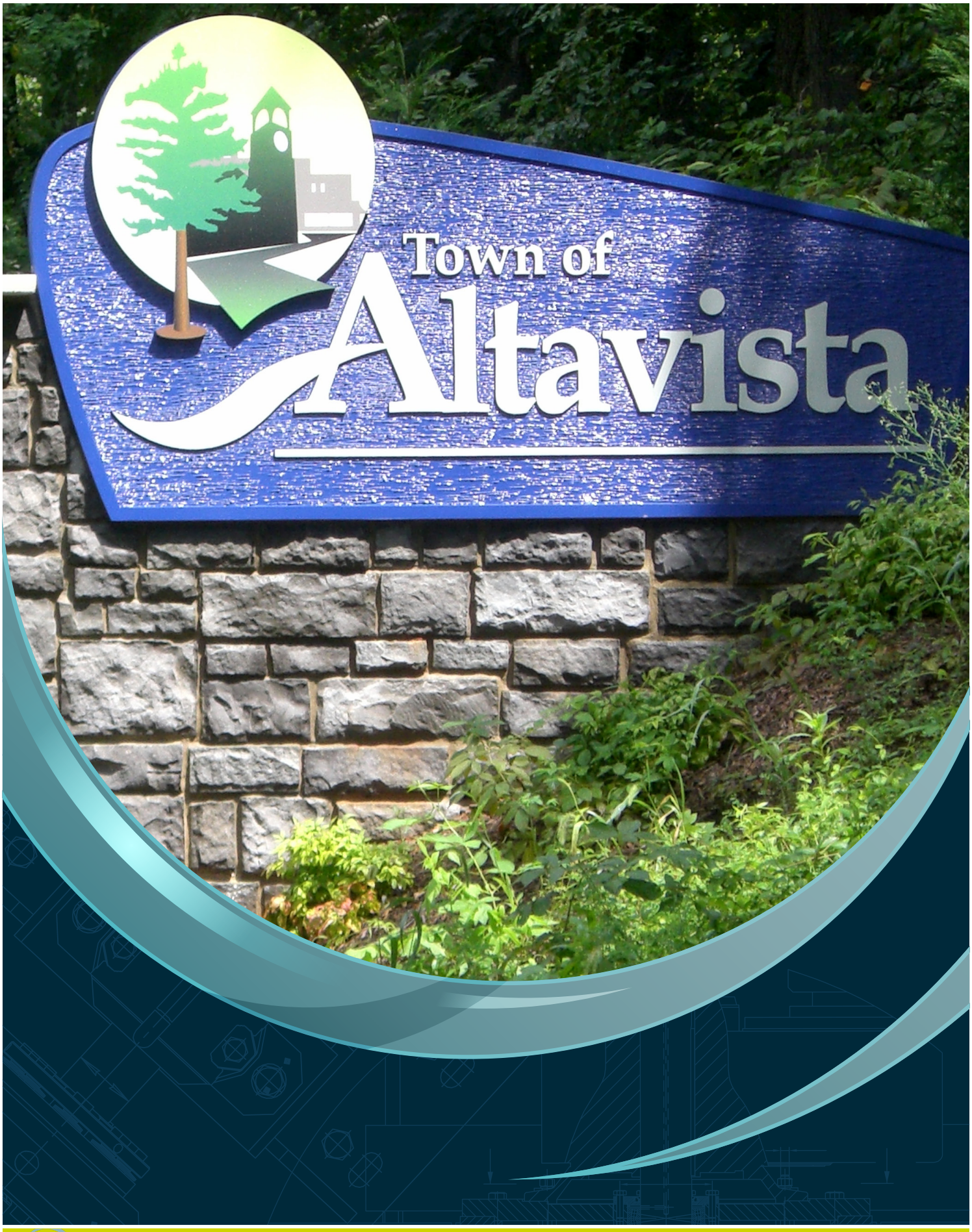
Bidding $12,500

CONSTRUCTION PHASE

Construction Administration (Up-Front Services) $25,000
Construction Administration (Services Required Monthly) $3,500

RPR SERVICES

RPR Hourly Rate x 40 hours/week x 60 weeks $180,000
Direct Expenses Per Month x 14 months $6,000


Town of
Altavista

TOWN OF ALTAVISTA
TOWN COUNCIL WORK SESSION
January 24, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 5.6

NEW ITEMS FOR DISCUSSION NEW
Title: Legislative Items: House Bill 1721, Senate Bill 1013, Senate Bill 999, Senate Bill 849 and House Bill 2180
Staff Resource: Tom Fore, Public Services Director

Action(s):

For Councils information - no action needed unless otherwise directed.

Explanation:

The Virginia General Assembly is currently in session and has begun discussion on PFAS in water sources. The House Bill 1721 requires the Commissioner of Health to form a work group to study the occurrence of microplastics in the Commonwealths drinking water and develop recommendations to reduce the microplastics.

The Senate Bill 1013 requires a waterworks owner to make notification to the public by a local newspaper and also individual mailed notification with other mandated requirements. Both bills are attached for councils use.

The Senate Bill 849 would require the Town to get permission from the property owner to install smart meter technology.

Background:

- PFAS are widely used, long lasting chemicals, components of which break down very slowly over time.
- Because of their widespread use and their persistence in the environment, many PFAS are found in the blood of people and animals all over the world and are present at low levels in a variety of food products and in the environment.
- PFAS are found in water, air, fish, and soil at locations across the nation and the globe.
- Scientific studies have shown that exposure to some PFAS in the environment may be linked to harmful health effects in humans and animals.
- There are thousands of PFAS chemicals, and they are found in many different consumer, commercial, and industrial products. This makes it challenging to study and assess the potential human health and environmental risks.

Funding Source(s):

NA Currently.

Attachments: *(click item to open)*

attachment 1. Senate Bill 1013 2023.pdf
attachment 2. House Bill 1721 2023.pdf
attachment 3. 2023_ SB No. 999_DPOR_.pdf
attachment 4. 2023_HB No. 2180_DPOR.pdf
attachment 5. 2023_SB No. 849_electronic meter reading.pdf

23101958D

SENATE BILL NO. 1013

Offered January 11, 2023

Prefiled January 6, 2023

A BILL to amend the Code of Virginia by adding a section numbered 32.1-175.2, relating to waterworks; contaminants; PFAS chemicals; notification to customers.

Patron—Edwards

Referred to Committee on Agriculture, Conservation and Natural Resources

Be it enacted by the General Assembly of Virginia:

1. That the Code of Virginia is amended by adding a section numbered 32.1-175.2 as follows:

§ 32.1-175.2. Notification of water contamination to waterworks customers.

A. For the purposes of this section, "PFAS chemicals" means a class of fluorinated organic chemicals containing at least one fully fluorinated carbon atom, also referred to as perfluoroalkyl and polyfluoroalkyl substances.

B. Upon receiving results from a water quality analysis, a waterworks owner shall notify customers when (i) PFAS chemicals are present in the water supply or (ii) a contaminant in the water supply exceeds the maximum contaminant level established in the National Primary Drinking Water Regulations (40 C.F.R. Part 141) or the maximum contaminant level established by the Board in regulations, whichever is more stringent. Such notification shall be published in a newspaper of general circulation in the affected areas within 10 business days of the waterworks owner receiving results from a water quality analysis and mailed to all customers via the United States Postal Service within five business days of the waterworks owner receiving results from a water quality analysis. Such published and mailed notifications shall include:

1. The date that a sample was taken for the water quality analysis and the date that the waterworks owner received the results of such water quality analysis;

2. The name of the contaminant or contaminants and the amount of the contaminant or contaminants as it relates to the maximum contaminant levels in subsection B;

3. Information regarding potential adverse health impacts and populations that may be at an increased risk of potential adverse health impacts as a result of exposure to the contaminant or contaminants;

4. Actions that the waterworks owner has taken, is taking, or will take to reduce the level of the contaminant or contaminants; and

5. The name, mailing address, telephone number, and email address of a public contact or customer service representative at the waterworks.

23101509D

HOUSE BILL NO. 1721

Offered January 11, 2023

Prefiled January 9, 2023

A BILL to require the Commissioner of Health to convene a work group to study the occurrence of microplastics in the Commonwealth's public drinking water; report.

Patrons—Clark and Maldonado

Committee Referral Pending

Be it enacted by the General Assembly of Virginia:

1. *§ 1. That the Commissioner of Health shall convene a work group to study the occurrence of microplastics in the Commonwealth's public drinking water and develop recommendations for the reduction of microplastics in the Commonwealth's public drinking water. Such work group shall include representatives of waterworks owners and operators, including owners and operators of community waterworks, private companies that operate waterworks, advocacy groups representing owners and operators of waterworks, consumers of public drinking water, and such other stakeholders as the Commissioner of Health shall deem appropriate. The Office of Drinking Water of the Department of Health shall provide administrative and technical support for the work group. In completing its work, the work group shall (i) determine current levels of microplastics in the Commonwealth's public drinking water; (ii) identify possible sources of such contamination, where identified; (iii) evaluate existing approaches to reducing microplastics in drinking water, including regulatory approaches adopted by other states and the federal government; and (iv) develop recommendations for the reduction of microplastics in the Commonwealth's public drinking water. The work group shall report its findings and recommendations to the Governor and the Chairmen of the House Committees on Agriculture, Chesapeake and Natural Resources and Health, Welfare and Institutions and the Senate Committees on Agriculture, Conservation and Natural Resources and Education and Health by December 1, 2023.*

INTRODUCED

HB1721

1/14/23 0:7

23102292D

SENATE BILL NO. 999

Offered January 11, 2023

Prefiled January 6, 2023

A BILL to amend and reenact § 54.1-2301 of the Code of Virginia, relating to waterworks and wastewater works operators; license reciprocity.

Patron—Mason

Referred to Committee on Agriculture, Conservation and Natural Resources

Be it enacted by the General Assembly of Virginia:

1. That § 54.1-2301 of the Code of Virginia is amended and reenacted as follows:

§ 54.1-2301. Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals; membership; terms; duties.

A. The Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals shall consist of 11 members as follows: the Director of the Office of Water Programs of the State Department of Health, or his designee, the Executive Director of the State Water Control Board, or his designee, a currently employed waterworks operator having a valid license of the highest classification issued by the Board, a currently employed wastewater works operator having a valid license of the highest classification issued by the Board, a faculty member of a public institution of higher education in the Commonwealth whose principal field of teaching is management or operation of waterworks or wastewater works, a representative of an owner of a waterworks, a representative of an owner of a wastewater works, a licensed alternative onsite sewage system operator, a licensed alternative onsite sewage system installer, a licensed onsite soil evaluator, and one citizen member. The alternative onsite sewage system operator, alternative onsite sewage system installer, and onsite soil evaluator shall have practiced for at least five consecutive years immediately prior to appointment. No owner shall be represented on the Board by more than one representative or employee operator. The term of Board members shall be four years.

B. The Board shall examine waterworks and wastewater works operators and issue licenses. The licenses may be issued in specific operator classifications to attest to the competency of an operator to supervise and operate waterworks and wastewater works while protecting the public health, welfare and property and conserving and protecting the water resources of the Commonwealth.

In the case of an applicant who holds an operator license or certificate issued by any other state, the applicant shall be issued a license on the basis of reciprocity, without examination, for the highest Virginia classification that is generally comparable to an applicant's existing license or certificate, with appropriate credit given for the applicant's education and experience. The Board shall issue a reciprocal license with such classification within 15 days of receipt of a complete application, unless the Board determines that the application does not meet the requirements set by the Board in regulation. If the applicant disagrees with the Board's denial or classification decision, the applicant shall be entitled to an informal fact-finding process and hearing by the Board on the application at the next meeting of the Board or as soon thereafter as the applicant desires to proceed.

C. The Board shall establish a program for licensing individuals as onsite soil evaluators, onsite sewage system installers, and onsite sewage system operators.

D. The Board, in consultation with the Board of Health, shall adopt regulations for the licensure of (i) onsite soil evaluators; (ii) installers of alternative onsite sewage systems, as defined in § 32.1-163; and (iii) operators of alternative onsite sewage systems, as defined in § 32.1-163. Such regulations shall include requirements for (a) minimum education and training, including approved training courses; (b) relevant work experience; (c) demonstrated knowledge and skill; (d) application fees to cover the costs of the program, renewal fees, and schedules; (e) the division of onsite soil evaluators into classes, one of which shall be restricted to the design of conventional onsite sewage systems; and (f) other criteria the Board deems necessary.

E. The Board shall permit any wastewater works operator to sit for the conventional onsite sewage system operator examination.

F. The Board shall adopt regulations to implement the provisions of this section.

23104159D

HOUSE BILL NO. 2180

Offered January 11, 2023
Prefiled January 11, 2023

A BILL to amend the Code of Virginia by adding in Chapter 2 of Title 54.1 a section numbered 54.1-205, relating to Department of Professional and Occupational Regulation; universal license recognition.

Patron—Morefield

Committee Referral Pending

Be it enacted by the General Assembly of Virginia:

1. That the Code of Virginia is amended by adding in Chapter 2 of Title 54.1 a section numbered 54.1-205 as follows:

§ 54.1-205. Universal license recognition.

A. The regulatory boards within the Department of Professional and Occupational Regulation shall, upon application by an individual, recognize licenses or certificates issued by another state as fulfillment of qualifications for licensure or government certification in the Commonwealth if the following conditions are met:

1. The individual holds a current and valid occupational license or government certification in another state in an occupation with a similar scope of practice, as determined by the board in the Commonwealth;

2. The individual has held the occupational license or government certification in the other state for at least three years;

3. The board in the other state or state or original licensure required the individual to pass an examination and to meet certain standards related to education, training, or experience;

4. The board in the other state holds the individual in good standing;

5. The individual does not have a disqualifying criminal record under state law, as determined by the board in the Commonwealth in accordance with § 54.1-204;

6. No board in another state imposed discipline on the license, except for discipline involving only a financial penalty and no harm to the health or economic well-being of the public; and

7. The individual pays all applicable fees.

B. The regulatory boards within the Department of Professional and Occupational Regulation and the Department of Health Professions shall, upon application by an individual, recognize work experience in another state as fulfillment of qualifications for licensure or government certification in the Commonwealth if the following conditions are met:

1. The individual worked in another state that does not use an occupational license or government certification to regulate an occupation, but the Commonwealth uses an occupational license or government certification to regulate an occupation with a similar scope of practice, as determined by the board;

2. The individual has worked in the occupation at least three years;

3. The individual passes any examination required by the board of applicants for licensure or certification; and

4. The individual satisfies the conditions outlined in subdivisions A 5, 6, and 7.

C. The regulatory boards within the Department of Professional and Occupational Regulation may require an individual seeking an occupational licensure or government certification pursuant to this section to pass a jurisprudential examination specific to relevant state laws and administrative rules that regulate such occupation if such an examination is required of other applicants for the same license or certification.

D. For purposes of this section, "other state" or "another state" means any state, territory, possession, or jurisdiction of the United States.

23102376D

SENATE BILL NO. 849

Offered January 11, 2023

Prefiled December 29, 2022

A BILL to amend and reenact § 56-245.1 of the Code of Virginia, relating to public utilities; customer consent to install smart meter.

Patron—Chase

Referred to Committee on Commerce and Labor

Be it enacted by the General Assembly of Virginia:

1. That § 56-245.1 of the Code of Virginia is amended and reenacted as follows:

§ 56-245.1. Meters to be kept in good working condition; defective meters; smart meters.

~~(1)~~ *A.* Any person, firm, corporation, county, city, town or association, hereinafter referred to as person, who or which furnishes water, gas or electricity to the premises of another and employs a meter to determine the quantity of water, gas or electricity furnished to such premises and bases its charges thereon shall keep meter in good working condition.

~~(2)~~ *B.* When any such person is notified in writing that any such meter is broken or not functioning properly he shall promptly investigate the matter and, if the meter is found to be defective, repair or replace the meter within thirty days of such notice. If the meter is found to be in good working condition, a written report of such determination shall be mailed or delivered to the affected customer within thirty days of such notice. If any defective meter is not repaired or replaced as provided herein, or if the required report is not made, the affected customer shall not be required to pay for the service furnished through the meter, after the expiration of the thirty-day period until the repair or replacement is made, or until the required report is made, and his service shall not be terminated for failure to pay under such circumstances.

C. No public utility shall install a smart meter on the premises of a customer without first obtaining such customer's consent to such installation. For any smart meter installed by a public utility prior to July 1, 2023, the public utility shall provide the customer an opportunity to consent to the previous installation. Each public utility shall offer to remove a smart meter without cost to the customer that was installed without obtaining the customer's consent. No public utility shall (i) discontinue service to a customer who does not consent to the installation of a smart meter; (ii) charge a fee, assessment, or higher rate to a customer who does not consent to the installation of a smart meter; or (iii) provide or offer to provide discounted rates to a customer in exchange for obtaining the customer's consent to install a smart meter. For the purposes of this subsection, "smart meter" means a public utility meter that is interconnected through a secured Internet network connection, telephone connection, or radio frequency connection between a customer's premises and the public utility, facilitating more accurate and accessible information regarding water, gas, or electricity usage; peak event notifications; and reports and savings summaries.

TOWN OF ALTAVISTA
TOWN COUNCIL WORK SESSION
January 24, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 5.7

NEW ITEMS FOR DISCUSSION NEW
Title: UV System Replacement
Staff Resource: Paul Hill, Assistant Public Services Director

Action(s):

Staff is seeking approval to award the installation of the Trojan System. While it is more expensive, it will meet the DEQ requirements in the Town Permit.

Staff recommends the Trojan System, which meets our requirements: 126 E. coli/100mL (30 Day Geometric Mean) and Glasco's is 200 E. coli/100mL. Trojan's system offers 36 lamps vs 64 in Glasco's, which should reduce maintenance costs.

Secondly, Staff recommends using Atrium to install the system, as they were the lowest of the two contractors that were solicited and provided pricing.

Explanation:

The Town solicited bids for the installation and the purchase of a new UV System. Staff worked to obtain quotes for both.

Background:

The existing UV disinfection system has basically outlived its useful life and has begun to be problematic with being reliable. The replacement parts are also becoming harder to acquire with supply chain issues.

Funding Source(s):

American Recovery Funding.

Staff budgeted $750,000 for this project; the installation cost is $48,200, and the UV system is $349,840, for a total package cost of $398,040. Staff is requesting an additional $20,000 contingency line potential concrete & electrical work. This would be a total of $418,040.

Attachments: *(click item to open)*

attachment 1. English UV quote.pdf
attachment 2. Estimate_1021_from_Atrium_Construction_LLC.pdf
attachment 3. GLASCO QUOTE GUV012-101033 VC-16-A800-2X2.pdf
attachment 4. VA Altavista Scope of Supply Proposal 232556 Nov 17 2022 (002).docx

Paul P. Hill

From: Josh Clifton <JClifton@englishconst.com>
Sent: Friday, August 26, 2022 2:08 PM
To: Paul P. Hill
Cc: Taylor Bell; Henry Myers
Subject: Altavista WWTP UV Installation

[EXTERNAL SENDER]
Paul,

My apologies for the delay in getting this to you. I've been waiting on some pricing.

English's price to perform the modifications to the existing channel and installation of the owner-supplied UV system is $345,835.

This includes the following:

- Concrete modifications necessary in the existing channel to accommodate a new UV system (Concrete pad in channel, Bump out walls, and Weir wall)
- Installation of Owner-supplied UV system including UV modules, float switch, control weirs, Davit Crane, and Air Compressor
- New Aluminum Grating to cover and provide access over existing channel
- Remove & relocate Handrail from exterior wall to interior wall for fall protection
- New Electrical required for equipment operation

Please let me know if you have any questions.

Respectfully,

Josh Clifton
Utilities Division Chief Estimator
English Construction Company
(434) 845-0301 Corporate Office
(434) 455-3141 Direct
615 Church St. Lynchburg, VA 24504
www.englishconst.com
jclifton@englishconst.com

Atrium Construction, LLC
17332 Round Hill Rd
King George, VA 22485 US
+1 5402950004
atriumconstruction.17@gmail.com

ADDRESS
Ultavista WWTP

SHIP TO
Ultavista WWTP

Estimate 1021

DATE 01/12/2023

EXPIRATION DATE 02/12/2023

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Description	Installation of new UV system in existing channel. This estimate includes, concrete work per drawing (232556) To install new Stainless Steel rack for new Disconnect for uv system, Conduit fed from building threw vault to Disconnect to UV, Using as much of the existing rails to be moved to make room for New UV, new aluminum walk way, installation of Uv with component from package as well as run two lines to Vault with existing with flow meter.	1	0.00	0.00
	Description	Estimate also includes welding, operators, concrete with deliver etc	1	0.00	0.00
	Mobilization	Mobilization	1		
	Materials	Materials needed	1		0.00
	Labor	Labor	1		0.00
	Truck & Tools	Truck and tools			
	Machine	Mini and truck	1		0.00
	Total Remaining	Total Esimate	1	48,200.00	48,200.00

SUBTOTAL	48,200.00
TAX	0.00
TOTAL	**$48,200.00**

Estimates: Are good for 30 days

Invoice: Payments not received by due to date will get a 10% mark up.

Accepted By

Accepted Date

Estimates: Are good for 30 days

Invoice: Payments not received by due to date will get a 10% mark up.

UV DISINFECTION PROPOSAL

Vertical Open Channel – Amalgam 800 watt

GLASCO UV

Project Name:	**Altavista, VA**
Proposal Number:	GUV012-101033
Date:	November 4, 2021

Prepared by:	Romeo Vela Director of Engineered Products
Email	romeo@glascouv.com
Mobile	973-634-0903

Represented by:	**Jason North**
Company	Chesapeake Environmental Equipment
Email	jnorth@chesequip.com
Phone	610-451-1178
Website	

Project Type:	**Wastewater**
Type	Open channel
Orientation	Vertical
System Name	VC-16-A800-2X2
Lamp Technology	Low pressure amalgam
Flow rate range	7.16 MGD

BENEFITS OF VERTICAL VC-A800

- Easy lamp change
- Low pressure high output lamps – 16,000 hours (amalgam)
- Economical lamp costs
- No underwater seals
- Flow pacing
- Automatic cleaning

TYPICAL EQUIPMENT

- Vertical UV modules
- Ballast Control Center (BCC)
- System Control Center (SCC)-PLC
- Automatic quartz cleaning package
- UV monitoring

By Others

- Inlet isolation gate
- Integration

DESIGN OVERVIEW

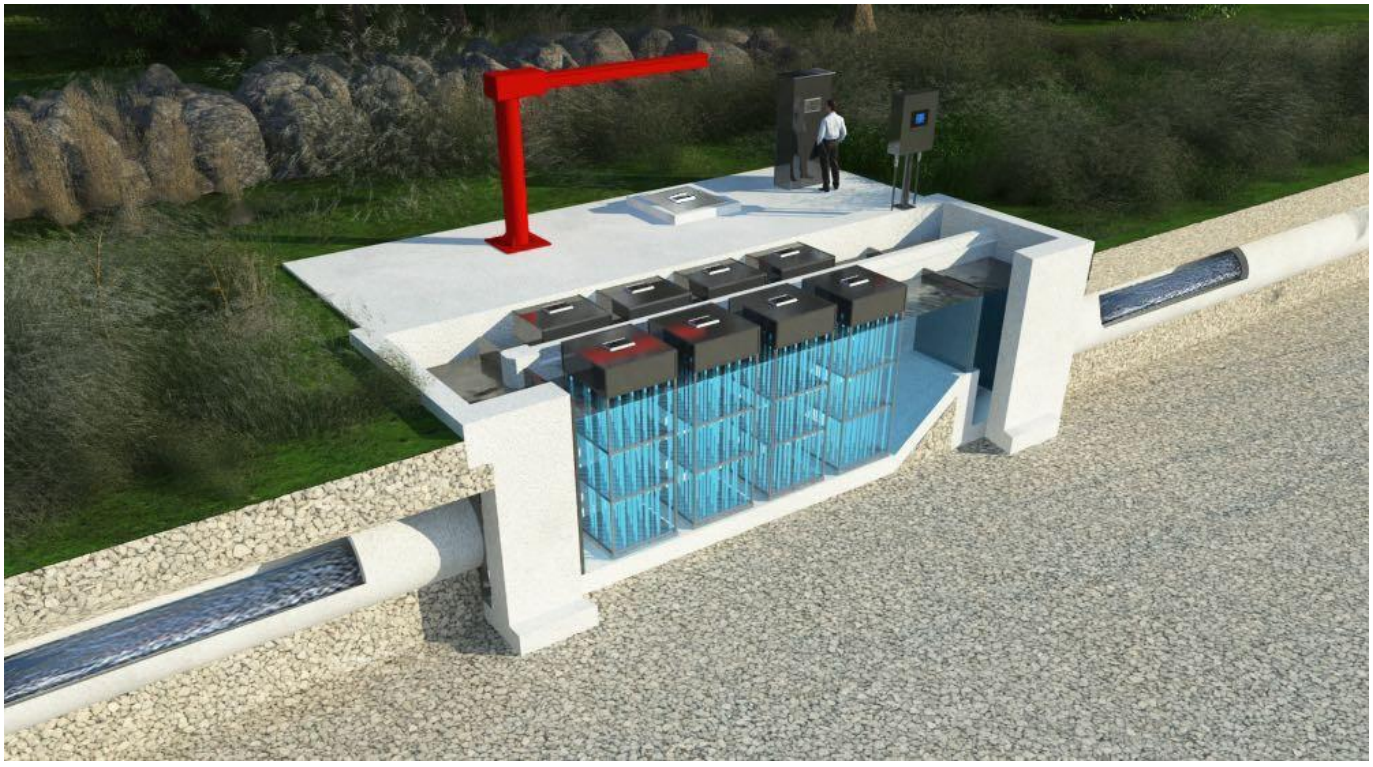
Application	Wastewater
Design peak flow	7.16 MGD
Design average flow	N/A
Redundancy	100%
Location	Outdoors

Water Quality	
UV transmission %	65 %
Influent counts	200,000 fc/100 ml
Water temp.	33-90° F
TSS	<30 mg/l
BOD	<30 mg/l
Dosage	30 mJ/cm2
Discharge permit	• 30-Day Geo Mean Fecal = 200 / 100 mL
Dimensions	
Channel length	Existing
Channel width	80”
Channel height	Existing
Water level	59”
Level control	Weir
Ballast Control Center	Freestanding NEMA 4X stainless

EQUIPMENT OVERVIEW

Model Name	VC-16-A800-2x2
System type	Vertical
Configuration	Open Channel
Lamp type	Low pressure amalgam 800 watts
Channels	1
Modules	4
Lamps per module	16
Lamps per channel	64
UV monitoring	0-100% - 4-20 ma
Auto quartz cleaning	Pneumatic
Lamp status	Green LEDs
Remote control	H/O/A
Voltage	208V-240V
kW/hr	12.8 kW per module
Weight each	250 lbs

Integration	
UV output	4-20 mA from UV
Flow signal	4-20 mA to UV
PLC	Allen Bradley
Remote control	H/O/A



Scope of Supply

Qty	Description
One (1)	Concrete work by others.
Four (4)	VC-16-A800 Module, a vertical module with automatic cleaning and low- pressure high intensity amalgam lamps. Each module will have 16 lamps organized in 2 groups of 8 lamps. Each bank can be dimmed or shutoff for turndown functionality.
One (1)	Ballast Control Center (BCC) 304 SS air conditioned, modified NEMA 4X.
One (1)	System Control Center (SCC) Allen Bradley PLC with color touch screen HMI, with bank pacing and Dimming. Lamp status and alarms displayed. Ethernet in/out.
One (1)	Automatic quartz cleaning system center with air compressor, outdoor enclosure, regulator dryer.
One (1)	Low level senor.
One (1)	Level control weir 304 SS sized for peak.
One (1)	Portable davit crane w/ two (2) bases.
One (1)	Set of eye shields .

Spares

6	UV Lamps
6	Quartz sleeves
3	Ballasts
6	Seals and wiper ring
2	Operator's kits with face shield
3	Operation Manuals

Commercial Offering

TERMS:	Net 30 days	10% upon approved drawings 80% upon equipment delivery (or upon notification of ready and holding) 10% upon start-up or within six (6) months from delivery, whichever first
FREIGHT:		
SUBMITTAL:	4-6 weeks after release of order	
DELIVERY:	16 weeks after receipt of approved submittals	
SITE START-UP:	Included	
TRAINING:	Included	
PRICE:		

NOTES

1. GLASCO UV's proposes to furnish materials and/or equipment for the above project. Any items not shown above as

detailed under 'SCOPE OF SUPPLY', or other attachments to this proposal, are EXCLUDED.

2. Any order resulting from this proposal is subject to the GLASCO UV's Standard Terms of Sale in addition to the following understandings:
    a. Prices noted will be held valid for a period of 90 days from the date of the proposal.
    b. Prices are in US Dollars.
    c. Local or state taxes are not included in this proposal.
3. Please send all purchase orders to Glasco UV, 126 Christie Street, Mahwah, NJ 07430.

Items not included in our scope

a) Ventilation/air conditioning of shelter for electrical cabinet(s) to maintain indoor temperature below 104 F (if applicable; see actual temperature limit for control cabinet).
b) Structure above UV modules to protect from direct heat as well as from inclement weather.
c) Mechanical installation labor for installing equipment, cabling and instrumentation.
d) Lightning surge protection and electrical ground connection.
e) Valves for isolation of individual systems for dose pacing and/or maintenance/cleaning purposes
f) Unloading of components supplied by GLASCO UV.
g) Placement in storage of all components supplied by GLASCO UV.
h) All required equipment, labor, analysis, etc. for any on-site biological performance tests that may be required (regular support for operational tests is provided.
i) Supply and installation of electrical conduit and wiring for power supply and controls of UV system.
j) Any civil and/or mechanical work required to support or install the UV system or its associated controls. This includes concrete pads.
k) Power surge protection and lightning strike protection devices to be provided by contractor.
l) All transformers, circuit breakers and disconnect devices prior to the UV system enclosures are to be provided by electrical contractor (in some cases the transformer is provided by Glasco).
m) Labor and installation of UV modules, electrical enclosures, compressor and PLC.
n) Contractor to supply stainless steel anchor bolts for component installation.
o) Sun shields for all electrical enclosures. This is to prevent thermal gain resulting from exposure to direct sunlight. (Not needed if installed indoors)
p) If supplied, remote signal communication to the SCADA system including language/protocol conversion software and hardware as required. Data retrieval of information from the PLCs is the responsibility of the SCADA system provider or integrator. This includes integration of flow signals.

Warranty

The warranty period is 18 months from date of delivery and 12 months from date of the Certification of Substantial Completion whichever comes first. It covers all failures due to defects in material and/or workmanship excluding consumables (see separate lamp and ballast warranties below).

This warranty shall not apply to any failure or defect which results from the Equipment not being operated and maintained in strict accordance with instructions specified in Glasco UV's Instructions Manual or which results from mishandling, misuse, neglect, improper storage, improper operation of the Equipment with other equipment furnished by the Customer or by other third parties or from defects in designs or specifications furnished by or on behalf of the Customer by a person other than Glasco UV. In addition, this warranty shall not apply to Equipment that has been altered or repaired after start-up by any one except:

- Authorized representatives of Glasco UV, or
- Customer acting under specific instructions from Glasco UV.

Customer must notify Glasco UV in writing within 5 days of the date of any Equipment failure. This notification shall include a description of the problem, a copy of the operator's log, a copy of the Customer's maintenance record and any analytical results detailing the problem. If Customer has not maintained the operator's log and maintenance record in the manner directed in the Operation and Maintenance manual, or does not notify Glasco UV of the problem as specified above, this warranty may, in Glasco UV's discretion, be invalid.

Customer will fully cooperate with Glasco UV, in the manner requested by Glasco UV, in attempting to diagnose and resolve the problem by way of telephone support. If the problem can be diagnosed by telephone support and a replacement part is required, Glasco UV will either, at Glasco UV's expense, ship a repaired, reworked or new part to the Customer who will install such part as directed by Glasco UV or will direct Customer to acquire, at Glasco UV's expense, such part from a third party and then install such part as directed by Glasco UV.

This warranty is the exclusive remedy of the Customer for all claims based on a failure of or defect in the Equipment, whether the claim is based on contract (including fundamental breach), tort (including negligence), strict liability or otherwise. This warranty is lieu of all other warranties whether written, oral, implied or statutory. Without limitation, no warranty of merchantability or fitness for a particular purpose shall apply to the Equipment.

Lamp Warranty

Each low pressure, high output lamp is guaranteed for 13,000 hours operating time under normal operating conditions. Normal operating conditions include:

- On/off cycles max. 4 per 24 operating hours,
- Voltage fluctuations according to DIN IEC 38.

In case of premature lamp failure, the client is requested to send the lamp back to Glasco UV together with the information of UV unit serial number, hours run and on/off cycles. Glasco UV then offers the following:

- Lamp failure before 12,000 h: Glasco UV will send a replacement lamp free of charge,
- Lamp failure after 12,000 h: Glasco UV will issue a credit proportional to the hours not used.

Upon return to our facilities in Mahwah, NJ, we will dispose/recycle all used and failed lamps at no charge to the client.

SCOPE OF SUPPLY FOR ALTAVISTA WASTEWATER TREATMENT PLANT
ULTRAVIOLET DISINFECTION EQUIPMENT – TROJANUVSigna™

Prepared for:	Paul Hill, Town of Altavista, VA	
Submitted by:	Trojan Technologies	
Trojan Quote:	232556	
Design Criteria:	Current Peak Design Flow:	14.4 MGD (7.2 MGD per UV Bank)
	Average Flow:	2.20 MGD
	UV Transmission:	65 % (minimum)
	Total Suspended Solids:	30 mg/l (30 Day Average)
	Minimum Dose:	30 mJ/cm2 (independently validated per NWRI Guidelines)
	Discharge Limit:	126 *E. coli*/100mL (30 Day Geometric Mean)

We are pleased to submit the following scope of equipment based on the above criteria.

The purchaser is responsible for reading all information contained in this Supply Contract. Trojan will not be held accountable for the supply of equipment not specifically detailed in this document. Detailed installation instructions are provided with the shop drawings and are available earlier upon request. Changes to this Scope of Supply that affect selling price will be handled through a change order.

Please refer inquiries to Trojan Manufacturer's Representative:

Representative:	Mark Morgan
Firm:	Heyward Inc.
Phone:	804-965-0086
Email:	mmorgan@heywardinc.com

This proposal has been respectfully submitted by,

Trojan Technologies

John Faber

John Faber
Regional Sales Manager

GENERAL CONFIGURATION

The TrojanUVSigna equipment described in this Scope of Supply consists of 1 channels with 2 duty and 0 redundant UV banks in each channel.

Channel Dimensions:	Length:	33 ft
	Width:	4.4 ft
	Depth:	10 ft

Note: Dimensions do not include inlet or outlet structures upstream or downstream of the UV channel.

Unless otherwise indicated in this proposal all anchor bolts, conduit, conductors, local disconnects and transformers (if required) are the responsibility of the Installation Contractor and are not included in Trojan's Scope of Supply. Specific cable types listed below are for reference only. Selecting cables that are appropriate for the installation environmental conditions and in compliance with local code is the responsibility of the Installation Contractor.

Site to provide approved (engineered) anchor points for personnel to use as part of their fall restraint system around open channels. The anchor points must be positioned so that the preferred retractable lifeline of 8 ft (2.4 m) is of sufficient length to access the work at the channel. Refer to local safety regulation.

UV BANKS

Trojan's Responsibility:
Each bank supplied will consist of TrojanUV Solo Lamps™, quartz sleeves, supporting structures, ActiClean™ chemical/mechanical cleaning system and an automatic bank lifting mechanism. UV lamps are powered from an individual electric feed from a lamp driver located in a Power Distribution Center (PDC).

Model and Make:	TrojanUVSigna™
Quantity:	Two (2) UV Banks Each bank will be supplied with eighteen (18) UV lamps and quartz sleeves, one (1) UV intensity sensor, one (1) ActiClean chemical-mechanical wiping system and one (1) automatic bank lifting mechanism
Rating:	Type 6P / IP68 (lamp sleeve assemblies)
Approximate Weight:	18 Lamp - 570 lbs (259 kg)

Installation Contractor's Responsibility:
The Installation Contractor shall install, align, secure, and seal (grout) each UV bank and lifting system in the channel per the instructions provided. The Installation Contractor shall provide solid grating downstream of the UV bank to block out UV light. Please refer to the supplied Trojan-supplied drawings for details.

SYSTEM CONTROL CENTER

Trojan's Responsibility:
A System Control Center (SCC) shall be supplied to monitor and control the UV disinfection System. Trojan will provide a PLC I/O and soft address map to aid the Installation Contractor with integration of the UV PLC and SCADA system. The UV SCC shall consist of the following:

Quantity Supplied:	One (1) SCC
Location:	Wall Mount (by Installation Contractor)
Controller Type:	AB CompactLogix
Operator Interface:	Beijer Model X2 Extreme -12" HMI (Outdoor 4X Rated)
Material / Rating:	304 Stainless Steel (Type 4X, IP 66) with Sunshade
Approximate Weight:	200 lbs (91 kg)
SCADA:	Ethernet/IP
UPS:	24 VDC (15-minute program)

Installation Contractor's Responsibility:
The Installation Contractor to be responsible for mounting the SCC as indicated on the drawings. Unless otherwise indicated, the Installation Contractor to be responsible for the supply, installation and connection of the following at the SCC:

1. One (1) 120V, 60 Hz, 1 Phase, 2 Wire + GND, 1.8kVA power feed
2. One (1) bond link to plant ground, in accordance with applicable codes and standards
3. One (1) Modbus communication link, Belden 3106A (or equivalent), to PDC (daisy chained)
4. One (1) Modbus communication link, Belden 3106A (or equivalent), to HSC (daisy chained)
5. One (1) Cat 5e Ethernet communication link to SCADA
6. One (1) 4-20 mA analog shielded twisted pair from plant flow meter
7. One (1) 24V DC, 2 conductors + GND, power to the Level Sensor Monitor
8. One (1) 4-20 mA analog shielded twisted pair from the Level Sensor Monitor

POWER DISTRIBUTION CENTERS

Trojan's Responsibility:
The Power Distribution Center (PDC) distributes power to the UV lamps and shall consist of the following:

Quantity Supplied:	One (1) PDC
Method of Cooling:	Air-conditioning
Material / Rating:	304 Stainless Steel
Approximate Weight:	1213 lbs (550 kg)

Installation Contractor's Responsibility:
The Installation Contractor to be responsible for setting in place and bolting the PDC in location. The Installation Contractor to be responsible for the supply, installation and connection of the following at each PDC:

1. One (1) 480Y/277V, 60 Hz, 3 phase, 4 wire + GND, 40.8 kVA power feed with local disconnect to the PDC
2. One (1) bond link to plant ground, in accordance with applicable codes and standards (to underside of panel)
3. One (1) bond link from each UV bank to the corresponding PDC in accordance with the applicable drawings, specifications, codes, and standards
4. One (1) bank-in-place sensor cable (by Trojan) from each UV bank to corresponding PDC
5. One (1) UV intensity sensor cable (by Trojan) from each UV bank to corresponding PDC
6. One (1) Modbus communication link, Belden 3106A (or equivalent), from the SCC
7. One (1) discrete, 2-conductor, cable from level sensor control box for low water level signal
8. Installation and termination of lamp cables from the UV banks to each PDC. (Qty: 18 per UV Bank – supplied by Trojan)

HYDRAULIC SYSTEM CENTER

Trojan's Responsibility:
The Hydraulic System Center (HSC) houses the ancillary equipment required to operate the quartz sleeve cleaning system and automatic bank lifting mechanism.

Quantity Supplied:	One (1) HSC
Materials / Rating:	304 Stainless Steel (Type 4X, IP 66)
Hydraulic Fluid:	Mineral Oil
Approximate Weight:	500lbs (228 kg)

Installation Contractor's Responsibility:
The Installation Contractor shall be responsible for setting in place and bolting the HSC's as shown on the Trojan drawings. The HSC's must be located within 50 ft (15 m) of the furthest PDC. The Installation Contractor shall be responsible for the supply, connection and installation of the following at the HSC:

1. One (1) 480V, 60 Hz, 3 phase, 3 wire + GND, 2.5 kVA power feed with local disconnect
2. One (1) bond link to plant ground, in accordance with applicable codes and standards
3. One (1) Modbus communication link, Belden 3106A (or equivalent), from the SCC
4. Cut and crimp hydraulic hoses (hoses and connections supplied by Trojan)
5. Connection of the hydraulic hoses, total of four (4) per UV bank

WATER LEVEL CONTROLLER

Trojan's Responsibility
A level control device is required to maintain and control the effluent level in the channel, regardless of flow rate.

Quantity Supplied:	One (1) Fixed Weir
Material of Construction:	304 Stainless Steel
Effective Weir Length:	765 in. effective crest length

Installation Contractor's Responsibility:
The Installation Contractor to be responsible for setting in place, bolting, grouting and sealing each level control weir trough as per Trojan's and Engineer's drawings.

LOW WATER LEVEL SENSOR

Trojan's Responsibility:
A low water level sensor is required downstream of the UV System to generate a low water level signal to shut down and protect the UV System if the water level in the channel drops too low.

Quantity Supplied:	One (1) water level sensor
Approximate Weight:	10 lbs (22 kg)

Installation Contractor's Responsibility:
The Installation Contractor to be responsible for setting in place and bolting the water level sensor panel to the effluent channel wall as per Trojan's and Engineer's drawings.

LEVEL SENSOR CONTROL BOX

Trojan's Responsibility:
Trojan will provide a wall mounted Level Sensor Control Box 24 x 14 x 6 in (61 x 36 x 15 cm) to provide power and relays for low level sensors.

Quantity Supplied: One (1) level sensor control box
Materials / Rating: 304 Stainless Steel (Type 4X)
Approximate Weight: 40 lbs (18 kg)

Installation Contractor's Responsibility:
The Installation Contractor to be responsible for mounting the level sensor control box as indicated on the drawings. The Installation Contractor shall also be responsible for supplying mounting hardware, watertight conduit and for the supply, installation and connection of the following at the Control Box:

1. One (1) 120V, 1 phase, 2 wire + GND, 72 VA power supply
2. One (1) discrete, 2 conductor cable from the low-level sensor to the level sensor control box
3. One (1) discrete, 2 conductor cable from the level sensor control box to each PDC

SPARE PARTS AND ADDITIONAL EQUIPMENT

Trojan's Responsibility:
The following equipment will be supplied with the UV system:

Spare PartsCustom Parts

Description	Qty
UV Lamp	2
Lamp Driver (Ballast)	1
Quartz Sleeve	1
Upstream Flow Conditioner Plate	1

DOCUMENTATION (SHOP DRAWINGS AND O&M MANUALS)

The following documentation will be supplied by Trojan per the following schedule:

- One (1) electronic copy of Trojan Shop Drawing Submittals 4 - 6 weeks after receipt of written purchase order (hardcopies available upon request)
- One (1) electronic copy of Trojan Standard O&M manuals at time of equipment delivery (hardcopies available upon request)

DELIVERY, START-UP AND TRAINING

- Equipment shipped 24 – 26 weeks after approval of Shop Drawings.

Installation Contractor's Responsibility:
The Contractor is responsible for:

- Unloading of the components supplied by Trojan, storage of all components, if required in a clean dry environment
- Installing the equipment outlined in the scope of Supply in accordance with contract drawings, Trojan's shop drawings, instructions and installation checklist.
- Supplying all conduits and conductors and components per the sites state regulations and components indicated as supplied by others,
- Completing the Checklist and returned at least two (2) weeks prior to date requested for commissioning.

The following start-up services will be provided by Trojan-certified technicians:

- Installation assistance as required by phone: Technical Assistance Center 1-866-388-0488 or `tac@trojanuv.com`
- Start-up and testing of the installed UV equipment.
    - If the Trojan's Certified Service Technician determines the Contractor work is not complete and the start-up cannot be completed in the allotted time a return visit will be scheduled at the Contractors expense.
- Classroom and/or jobsite training for operations staff
    - If trainees are not available a return visit will be scheduled at the Contractors expense.

WARRANTY

Trojan will warrant the equipment and parts for 12 months after start-up or 18 months after shipment, whichever comes first. Refer to attached Terms and Conditions for additional details.

- UV lamps shall be warranted for 15,000 hours prorated after 9,000 hours.
- Lamp drivers shall be warranted for 10 years, prorated after 1 year.

SELLING PRICE

$ 349,840 USD

Selling price does not include any duties or taxes that may be applicable.
Freight included if destination is within North America.
Incoterms 2002: Ex Works (EXW) or Cost, Insurance and Freight (CIF) to destination or port will apply for all other destinations.

PAYMENT TERMS

- 10% upon approval of Shop Drawings
- 85% upon delivery of equipment to job site
- 5% upon equipment acceptance or 60 days after delivery (whichever occurs first)
- Net 30 Days

If UV System Start-up is required within 30 days of shipment, Trojan requires 95% payment unless agreed upon in writing before authorizing system Start-up.

TERMS & CONDITIONS

Trojan's proposal is submitted subject to and based on Trojan's standard terms and conditions, attached as part of this proposal. We believe these terms and conditions are customary in the trade and respectfully reserve the opportunity to negotiate, fair and reasonable contract terms acceptable to both parties.

TOWN OF ALTAVISTA
TOWN COUNCIL WORK SESSION
January 24, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 5.8

NEW ITEMS FOR DISCUSSION NEW
Title: Discussion of Pro AVR (Automated Vehicle Recognition)
Staff Resource: Tommy Merricks, APD Police Chief

Action(s):

For Informational Purposes.
If Town Council is interested, the item can approved , denied, or tabled for further discussion.

Explanation:

Altumint is our vendor for the school-zone speed monitoring cameras. They are offering a "no cost" pilot program on their proprietary technology called Pro Automated Vehicle Recognition; and would like to partner with Altavista for this program.

Background:

Pro-AVR is a camera system that photographs the rear of vehicles and captures the vehicle information and makes it available in a searchable database. The data can be searched by time, vehicle , color etc. The system will alert police via text or email when a vehicle comes through matching parameters, such as driver wanted, vehicle stolen etc.(these parameters can be set by the agency) Pro-AVR has many uses and offers numerous benefits to agencies that implement and apply the technology. Some of the earliest LPR successes involved the detection of unregistered vehicles, enforcement of parking regulations, and recovery of stolen vehicles, but LPR systems have also helped solve a wide variety of criminal cases, including murders, abductions, and drug and human trafficking. Users of like systems are constantly developing new and innovative ways to apply the technology.
Presently, VDOT does not allow LPR (License Plate Reader) systems on VDOT right of way. Altumint and other companies are lobbying the General Assembly to change those regulations this year. The APD is proposing that the pilot program be conducted on Clarion Rd, on town right of way. Should we desire a permanent system, the location or locations would need to be discussed.

Funding Source(s):

The pilot program is available at no cost to the town.

Attachments: *(click item to open)*

TOWN OF ALTAVISTA
TOWN COUNCIL WORK SESSION
January 24, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 5.9

NEW ITEMS FOR DISCUSSION NEW
Title: Development of the Altavista Housing Development Reserve
Staff Resource: Matt Perkins, Assistant Town Manager

Action(s):

Discuss establishing the development of the Altavista Housing Development Reserve; and move to list among Consent Agenda for approval at the February 14, 2023 Council Meeting.

Explanation:

Staff seeks the establishment of a reserve fund dedicated exclusively for the development and preservation of affordable housing in the Town of Altavista. Staff is requesting the Altavista Housing Development Reserve be funded with $250,000. This amount, along with additional funding sources from the Acquire, Renovate, Sell Program, would facilitate two new home builds.

Potential exists that this funding could also serve as a tangible commitment by the Town as Staff seeks additional or supplemental housing grant funding opportunities.

Background:

As noted in the Town of Altavista 2045 Comprehensive Plan, housing affordability is one of the Town's top priorities is to ensure that residents have access to safe and affordable housing. It further notes that activities should be developed and encouraged to meet the needs of households and individuals with a range of incomes. For the Town of Altavista, in part, this means concentrating efforts to rehabilitate existing homes suitable for rehabilitation, acquiring undervalued/underutilized properties, and developing and selling new/rehabilitated homes. These types of activities not only address an identified Town priority but may also encourage new development by local organizations or other new housing developers.

The Altavista Housing Development Fund is NOT INTENDED to be a grant funding opportunity for homeowners, investor-owners, or developers. It is intended to exclusively support and maintain the Town's efforts in initiating housing development and rehabilitation activities through the acquisition and reselling of single-family homes. A supporting component to the Town's housing activities is a partnership with the Department of Housing and Community Development's Acquire, Renovate, Sell program. Staff, aligning with our State partners, will market these homes specifically to first-time, low-and-moderate income home buyers. The ARS program provides additional working capital to compete housing activities which is only required to be paid back when the properties are sold.

Net proceeds from the sale of new or newly rehabilitated homes will be deposited back into the Altavista Housing Development Reserve to continue the work of affordable housing preservation.

Currently, the Town of Altavista owns four parcels on which Staff intends to work with DHCD's ARS program to build three new homes. With the availability of funding from a reserve fund, staff will be able to effectively manage this and future housing development/rehabilitation projects. It should be recognized that staff understands its capacity and, in balancing this effort with available funding and current and anticipated future work requirements, does not expect to be managing more than two projects at a time.

Further, Staff notes that housing efforts supported by a reserve fund align with recommendations and findings contained in the Town of Altavista 2045 Comprehensive Plan, as previously mentioned, but also helps further the goals of the Town of Altavista 2019 Economic Development Strategy.

Funding Source(s):

General Fund

Attachments: *(click item to open)*

TOWN OF ALTAVISTA
TOWN COUNCIL WORK SESSION
January 24, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 5.10

NEW ITEMS FOR DISCUSSION NEW
Title: FY2024-2028 Capital Improvement Plan (CIP) Discussion
Staff Resource: Matt Perkins, Assistant Town Manager; Tobie Shelton, Finance Director

Action(s):

Review and Discuss Draft Capital Improvement Plan for Town departments, as follows: Administration, Police, Economic Development and Transit

Explanation:

In November 2022 the Altavista Town Council received the Capital Improvement Plan (CIP) project sheets detailing large capital projects for all Town departments. This will be the first opportunity for Council to provide staff input and direction on the working document.

The CIP discussion for the following departments will be presented at future meetings of Town Council: Parks and Recreation, Public Works and Avoca.

Background:

Annually, the Town is required to adopt a budget prior to July 1st, the beginning of the new fiscal year. During last year's budget process, it was the consensus of Council to receive the draft capital budget much earlier in the budget process to allow more time to review the working document to ensure it reflects changing community needs, priorities, and funding opportunities.

Funding Source(s):

To initiate capital projects, the Town of Altavista utilizes funding from the General Fund, Utility (Enterprise) Fund, State Highway Fund, and the Cemetery Fund. These funds are supported through a variety of sources including taxes, user fees, utility billings, and state funds to name a few.

Attachments: *(click item to open)*

CIP-draft_FY2024-FY2028_council-01.24.2023.pdf

Utilities (Water)

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WD

PROJECT NAME: Tank Maintenance **LOCATION:** Melinda, Bedford, Clarion, Dearing Ford

YEAR: FY 2024 **ACCT#:** 050-5010-701.81-06

Type of Project: ☐ New ☐ Expansion ☐ Replacement ☑ Renovation

				Unappropriated Subsequent Years				
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
$ 1,031,500	**$ 1,271,500**	$ -	$ 40,000	$ 40,000	$ 40,000	$ 40,000	$ 40,000	$ 40,000

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:	$ 40,000	$ 40,000	$ 40,000	$ 40,000	$ 40,000	$40,000
Light Equip/Furniture:						
Other						
Total Capital Cost Estimate:	$ 40,000	$ 40,000	$ 40,000	$ 40,000	$ 40,000	$ 40,000
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ 40,000	$ 40,000	$ 40,000	$ 40,000	$ 40,000	$ 40,000

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)		$ 40,000	$ 40,000	$ 40,000	$ 40,000	$ 40,000	$ 40,000
Enterprise Fund (WW)							
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ 40,000	$ 40,000	$ 40,000	$ 40,000	$ 40,000	$ 40,000
						TOTAL:	$ 240,000

Project Description:

Water tanks must periodically be inspected for safety, sanitary condition, security, and structural soundness. Inspections include cleaning, removal of mud, silt, and other accumulations, and also include rust removal and painting as necessary.

Justification/Linkage:

Council Goals, Master Plans, or Dept. Goals & Objectives: Create and maintain high-quality Community facilities and Infrastructure.

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WD & WWC

PROJECT NAME: Grapple Bucket & Brush Cutter Head for Skid Steer **LOCATION:** Public Works

YEAR: FY 2024 **ACCT#:** 050-5010-701.81-06/050-5110-702.81-30

Type of Project: ☑ New ☐ Expansion ☐ Replacement ☐ Renovation

Current/ Previous Expenditures	TOTAL PROJECT COST *(Capital Only)*	Total Appropriations to Date	Budget Year 1 FY2024	*Unappropriated Subsequent Years* Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 150,000	$ -	$ 150,000	$ -	$ -	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:						
Light Equip/Furniture:	$ 150,000					
Other						
Total Capital Cost Estimate:	$ 150,000	$ -	$ -	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ 100	$ 100	$ 100	$ 100	$ -
Total Expenditure Estimate.	$ 150,000	$ 100	$ 100	$ 100	$ 100	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel		$ 100	$ 100	$ 100	$ 100	
Other						
TOTAL	$ -	$ 100	$ 100	$ 100	$ 100	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)		$ 75,000					
Enterprise Fund (WW)		$ 75,000					
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ 150,000	$ -	$ -	$ -	$ -	$ -

TOTAL: $ 150,000

Project Description: Used for clearing Water & Sewer Right of Ways

Justification/Linkage: Dept. Goals & Objectives: Create and maintain high-quality Community facilities and Infrastructure.

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WD

PROJECT NAME: WTP Heat Pump Replacement **LOCATION:** Water Plant

YEAR: FY 2024 **ACCT#:** 050-5010-701.81-06

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☐ Renovation

				Unappropriated Subsequent Years				
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 30,000	$ -	$ 30,000	$ -	$ -	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	**FY2024**	**FY2025**	**FY2026**	**FY 2027**	**FY 2028**	**FUTURE**
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:						
Light Equip/Furniture:	$ 30,000					
Other						
Total Capital Cost Estimate:	$ 30,000	$ -	$ -	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ 30,000	$ -	$ -	$ -	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	**FY2024**	**FY2025**	**FY2026**	**FY 2027**	**FY 2028**	**FUTURE**
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	**Previous Allocation (Earmarked)**	**FY2024**	**FY2025**	**FY2026**	**FY 2027**	**FY 2028**	**FUTURE**
General Fund							
Highway Fund							
Enterprise Fund (W)		$ 30,000					
Enterprise Fund (WW)							
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ 30,000	$ -	$ -	$ -	$ -	$ -
					TOTAL:		$ 30,000

Project Description: The existing unit is old and needs to be replaced

Justification/Linkage: Council Goals, Master Plans, or Dept. Goals & Objectives: Create and maintain high-quality Community facilities and Infrastructure.

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WD & WWC

PROJECT NAME: Utility Truck Replacement **LOCATION:** Pubic Works

YEAR: FY 2024 **ACCT#:** 050-5201-711.81-02/050-5201-712.81-02

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☐ Renovation

				Unappropriated Subsequent Years				
Current/ Previous Expenditures	**TOTAL PROJECT COST** ***(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 65,000	$ -	$ 65,000	$ -	$ -	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:						
Light Equip/Furniture:	$ 65,000					
Other						
Total Capital Cost Estimate:	$ 65,000	$ -	$ -	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ 65,000	$ -	$ -	$ -	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)		$ 32,500					
Enterprise Fund (WW)		$ 32,500					
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ 65,000	$ -	$ -	$ -	$ -	$ -
						TOTAL:	$ 65,000

Project Description: Pickup used by Distribution and Collection crew

Justification/Linkage: Dept. Goals & Objectives: Operate and maintain high-quality Community facilities and Infrastructure

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WD

PROJECT NAME: Sedimentation and Solids Handling Improvements **LOCATION:** Water Plant

YEAR: FY 2024 **ACCT#:** 050-5010-701.81-30

Type of Project: ☐ New ☐ Expansion ☐ Replacement ☑ Renovation

				Unappropriated Subsequent Years				
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
$ 350,000	**$ 3,000,000**	$ -	$ 2,650,000	$ -	$ -	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc./Contingency	$ 400,000					
Building/Utility Construction:	$ 2,114,000					
Legal/Misc.	$ 46,000					
Heavy Equip./Apparatus:						
Light Equip/Furniture:						
Other/SCADA	$ 90,000					
Total Capital Cost Estimate:	$ 2,650,000	$ -	$ -	$ -	$ -	$ -
Total Operating Impact Estimate:			$ 1,000	$ 1,000	$ 1,000	$ 1,000
Total Expenditure Estimate.	$ 2,650,000	$ -	$ 1,000	$ 1,000	$ 1,000	$ 1,000

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000
Other						
TOTAL	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)							
Grants (List)							
Bonds (Research Debt Service Options)		$ 2,650,000					
Reserve (List)							
Other (List)							
TOTAL	$ -	$ 2,650,000	$ -	$ -	$ -	$ -	$ -
					TOTAL:		$ 2,650,000

Project Description:

The addition of automated sludge removal from sedimentation basins would reduce the volume of water being sent to waste and ease operations. The installation of a vacuum system, which will minimize the resuspension of solids. The preliminary engineering phase of this project should also include an investigation into channel hydraulics and necessary improvements should be made as a

Justification/Linkage:

Council Goals, Master Plans, or Dept. Goals & Objectives: Create and maintain high-quality Community facilities and Infrastructure

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WD

PROJECT NAME: Spring Site Infrastructure Improvements Design **LOCATION:** McMinnis and Reynolds Springs

YEAR: FY 2024 **ACCT#:** 050-5010-701.81-22

Type of Project: ☐ New ☐ Expansion ☐ Replacement ☑ Renovation

				Unappropriated Subsequent Years				
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
$ 46,000	**$ 1,146,000**	$ -	$ 1,100,000	$ -	$ -	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Planning, Surveying, Design, Engineering						
Land/ROW/Acquisition:						
In House Services (In Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:						
Light Equip/Furniture:						
Other:	$ 1,100,000					
Total Capital Cost Estimate:	$ 1,100,000	$ -	$ -	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ 1,100,000	$ -	$ -	$ -	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)							
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (ARPA)		$ 1,100,000					
TOTAL	$ -	$ 1,100,000	$ -	$ -	$ -	$ -	$ -
					TOTAL:		$ 1,100,000

Project Description:

The equipment and piping at the spring sites was installed approximately 70 years ago and are past their useful life. The replacement of the collection systems, pumps, chemical feed systems, flow measurement devices, structures, and associated equipment and the repair of the existing reservoirs would be necessary to ensure the long term viability of the spring sites' operations. This includes the construction of adequate chemical storage and containment, and the installation of an emergency eyewash and shower at each facility

Justification/Linkage:

Council Goals, Master Plans, or Dept. Goals & Objectives: Create and maintain high-quality Community facilities and Infrastructure.

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utililities **DIVISION:** WD & WWC

PROJECT NAME: Sweeper with Hopper Attachment **LOCATION:** Public Works

YEAR: FY 2024 **ACCT#:** 050-5010-701.81-06/050-5110-702.81-30

Type of Project: ☑ New ☐ Expansion ☐ Replacement ☐ Renovation

Current/ Previous Expenditures	TOTAL PROJECT COST *(Capital Only)*	Total Appropriations to Date	Budget Year 1 FY2024	*Unappropriated Subsequent Years* Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 8,000	$ -	$ 8,000	$ -	$ -	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY 2027	FY 2027	FUTURE
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:						
Light Equip/Furniture:	$ 8,000					
Other						
Total Capital Cost Estimate:	$ 8,000	$ -	$ -	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ 8,000	$ -	$ -	$ -	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY 2027	FY 2027	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY 2027	FY 2027	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)		$ 4,000					
Enterprise Fund (WW)		$ 4,000					
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ 8,000	$ -	$ -	$ -	$ -	$ -

TOTAL: $ 8,000

Project Description: Attachment for equipment that is used to sweep up the roads after an event that requires cleanup of mud & gravel.

Justification/Linkage: Dept. Goals & Objectives: Create and maintain high-quality Community facilities and Infrastructure.

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** Water Department

PROJECT NAME: Frazier Road Watermain and Service Replacement **LOCATION:** Frazier Road

YEAR: FY 2024 **ACCT#:** 050-5010-701.81-33

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☐ Renovation

			Unappropriated Subsequent Years					
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 300,000	$ -	$ 300,000	$ -	$ -	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Planning, Surveying, Design, Engineering	$ 32,000					
Land/ROW/Acquisition:						
In House Services (In Kind)						
Site Preparation & Improvements	$ 268,000					
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:						
Light Equip/Furniture:						
Other:						
Total Capital Cost Estimate:	$ 300,000	$ -	$ -	$ -	$ -	$ -
Total Operating Impact Estimate:		$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ 300,000	$ -	$ -	$ -	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)		$ 300,000					
Enterprise Fund (WW)							
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ 300,000	$ -	$ -	$ -	$ -	$ -

TOTAL: $ 300,000

Project Description: Replace 8" Watermain from Lynch Mill Rd. to Schrader Bridgeport with wrap on Pipe

Justification/Linkage: Due to the condition and amount of leaks that have been repaired on this line staff is requesting that this be replaced

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** Water

PROJECT NAME: Replace Solids Tank Pumps 1 and 2 **LOCATION:** Water Plant

YEAR: FY 2024 **ACCT#:** 050-5010-701.81-06

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☐ Renovation

Current/ Previous Expenditures	TOTAL PROJECT COST *(Capital Only)*	Total Appropriations to Date	Budget Year 1 FY2024	*Unappropriated Subsequent Years* Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 115,000	$ -	$ -	$ 35,000	$ 40,000	$ 40,000	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:		$ 35,000	$ 40,000	$ 40,000		
Light Equip/Furniture:						
Other						
Total Capital Cost Estimate:	$ -	$ 35,000	$ 40,000	$ 40,000	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ -	$ 35,000	$ 40,000	$ 40,000	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)			$ 35,000		$ 40,000		
Enterprise Fund (WW)							
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ 35,000	$ -	$ 40,000	$ -	$ -

TOTAL: $ 75,000

Project Description: Pump used to pump waste solids from water plant to the sewer plant.

Justification/Linkage: Dept. Goals & Objectives: Create and maintain high-quality Community facilities and Infrastructure

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** Water

PROJECT NAME: Water Plant truck with lift Gate **LOCATION:** Water Plant

YEAR: FY 2025 **ACCT#:** 050-5010-701.81-02

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☐ Renovation

				Unappropriated Subsequent Years				
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 70,000	$ -	$ -	$ 70,000	$ -	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:		$ 70,000				
Light Equip/Furniture:						
Other						
Total Capital Cost Estimate:	$ -	$ 70,000	$ -	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ -	$ 70,000	$ -	$ -	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)			$ 70,000				
Enterprise Fund (WW)							
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ 70,000	$ -	$ -	$ -	$ -
					TOTAL:		$ 70,000

Project Description: Replace pickup truck with lift gate at water plant. Every 8-10 years

Justification/Linkage: Dept. Goals & Objectives: Create and maintain high-quality Community facilities and Infrastructure.

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** W/WW

PROJECT NAME: Maintenance Utilities Truck **LOCATION:** Public Works

YEAR: FY 2025 **ACCT#:** 050-5010-701.81-02/050-5110-702.81-02

Type of Project: ☑ New ☐ Expansion ☐ Replacement ☐ Renovation

				Unappropriated Subsequent Years				
Current/ Previous Expenditures	**TOTAL PROJECT COST** ***(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 130,000	$ -	$ -	$ 130,000	$ -	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Planning, Surveying, Design, Engineering						
Land/ROW/Acquisition:						
In House Services (In Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:		$ 130,000				
Light Equip/Furniture:						
Other:						
Total Capital Cost Estimate:	$ -	$ 130,000	$ -	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ -	$ 130,000	$ -	$ -	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)			$ 65,000				
Enterprise Fund (WW)			$ 65,000				
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ 130,000	$ -	$ -	$ -	$ -
						TOTAL:	$ 130,000

Project Description: Purchase a new maintenance truck for Maintenance Department.

Justification/Linkage: Council Goals, Master Plans, or Dept. Goals & Objectives: Create and maintain high-quality Community facilities and Infrastructure.

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** W

PROJECT NAME: Chemical Pump Replacement **LOCATION:** Water Plant

YEAR: FY 2025 **ACCT#:** 050-5010-701.81-06

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☐ Renovation

Current/ Previous Expenditures	TOTAL PROJECT COST *(Capital Only)*	Total Appropriations to Date	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
			Unappropriated Subsequent Years					
	$ 35,000	$ -	$ -	$ 35,000	$ -	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:						
Light Equip/Furniture:		$ 35,000				
Other						
Total Capital Cost Estimate:	$ -	$ 35,000	$ -	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ -	$ 35,000	$ -	$ -	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)			$ 35,000				
Enterprise Fund (WW)							
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ 35,000	$ -	$ -	$ -	$ -

TOTAL: $ 35,000

Project Description: There are 4 total pumps, 3 are in use when the plant is in operation. Currently there is a 4-5-year cycle for replacement. This purchase is part of our ongoing maintenance program to replace aging equipment with excessive hours of usage. One of the chemical pumps is worn from constant use and needs replacing. Will need to add 2 additional pumps per cycle once we have new chlorine system feeding

Justification/Linkage: Dept. Goals & Objectives: Create and maintain high-quality Community facilities and Infrastructure.

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** W/WW

PROJECT NAME: Maintenance Utilities Truck **LOCATION:** Public Works

YEAR: FY 2025 **ACCT#:** 050-5010-701.81-02/050-5110-702.81-02-GF#

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☐ Renovation

				Unappropriated Subsequent Years				
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 175,000	$ -	$ -	$ -	$ 175,000	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Planning, Surveying, Design, Engineering						
Land/ROW/Acquisition:						
In House Services (In Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:			$ 175,000			
Light Equip/Furniture:						
Other:						
Total Capital Cost Estimate:	$ -	$ -	$ 175,000	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ -	$ -	$ 175,000	$ -	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
General Fund				$ 25,000			
Highway Fund							
Enterprise Fund (W)				$ 75,000			
Enterprise Fund (WW)				$ 75,000			
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ -	$ 175,000	$ -	$ -	$ -
					TOTAL:		$ 175,000

Project Description:

Used to wash down boat ramp and other areas as well as at the wastewater plantto clean out tanks and clarifiers. Also used to refill vacuum truck when removing roots from sewer lines.

Justification/Linkage:

Council Goals, Master Plans, or Dept. Goals & Objectives: Create and maintain high-quality Community facilities and Infrastructure.

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WD

PROJECT NAME: WTP SCADA Improvements **LOCATION:** WTP, All tanks, All Pump Stations

YEAR: FY 2025 **ACCT#:** 050-5010-701.81-37

Type of Project: ☐ New ☐ Expansion ☐ Replacement ☑ Renovation

				Unappropriated Subsequent Years				
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
$ 230,000	**$ 503,000**	$ -	$ -	$ 173,000	$ -	$ 100,000	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Planning, Surveying, Design, Engineering:		$ 4,000				
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:						
Light Equip/Furniture:				$ 100,000		
Other/SCADA		$ 169,000				
Total Capital Cost Estimate:	$ -	$ 173,000	$ -	$ 100,000	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ -	$ 173,000	$ -	$ 100,000	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)							
Grants (List)							
Bonds (Research Debt Service Options)			$ 173,000		$ 100,000		
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ 173,000	$ -	$ 100,000	$ -	$ -

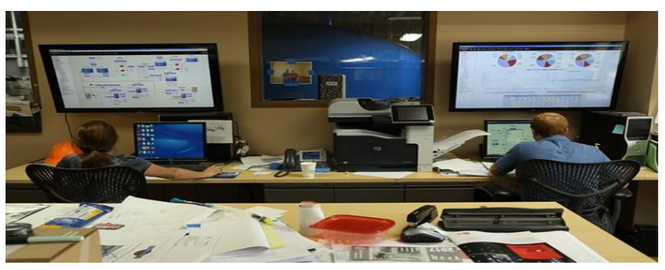
TOTAL: $ 273,000

Project Description:

The Pump Stations Electrical Evaluation completed in 2016, included in Appendix D, recommends electrical improvements at the Clarion Tank and Melinda Tank. The SCADA Assessment completed in 2016 recommends SCADA improvements, including the installation of flow meters, at all four tanks. The recommended improvements at the Bedford Tank and Pump Station are covered in Section 7.2.2, but all other tank related SCADA and electrical work is covered under this item. The anticipated cost of electrical and SCADA improvements at the Clarion Tank, Melinda Tank, or Dearing Ford Tank is approximately $434,000

Justification/Linkage:

Council Goals, Master Plans, or Dept. Goals & Objectives: Create and maintain high-quality Community facilities and Infrastructure



FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WD

PROJECT NAME: Raw water Pump Replacement **LOCATION:** Water Plant/Solids Tank

YEAR: FY 2027 **ACCT#:** 050-5010-701.81-06

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☐ Renovation

Current/ Previous Expenditures	TOTAL PROJECT COST *(Capital Only)*	Total Appropriations to Date	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
			Unappropriated Subsequent Years					
	$ 100,000	$ -	$ -	$ -	$ -	$ 50,000	$ 50,000	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:						
Light Equip/Furniture:						
Other			$ 50,000	$ 50,000		
Total Capital Cost Estimate:	$ -	$ -	$ 50,000	$ 50,000	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ -	$ -	$ 50,000	$ 50,000	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)				$ 50,000	$ 50,000		
Enterprise Fund (WW)							
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ -	$ 50,000	$ 50,000	$ -	$ -
					TOTAL:		$ 100,000

Project Description: Pump replacement at the river pump station every 5 years because of heavy sand that wears out the impellers on the pump. One pump is rotated out of service every 5 years.

Justification/Linkage: Dept. Goals & Objectives: Create and maintain high-quality Community facilities and Infrastructure

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** W

PROJECT NAME: Beverly Heights Water Line Replacements **LOCATION:** River Road

YEAR: FY 2027 **ACCT#:** 050-5010-701.81-06

Type of Project: ☑ New ☐ Expansion ☐ Replacement ☐ Renovation

				Unappropriated Subsequent Years				
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 2,000,000	$ -	$ -	$ -	$ -	$ 2,000,000	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:				$ 2,000,000		
Legal/Misc.						
Heavy Equip./Apparatus:						
Light Equip/Furniture:						
Other/SCADA						
Total Capital Cost Estimate:	$ -	$ -	$ -	$ 2,000,000	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ -	$ -	$ -	$ 2,000,000	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other/ Electrical						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)							
Grants (List)							
Bonds (Research Debt Service Options)					$ 2,000,000		
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ -	$ -	$ 2,000,000	$ -	$ -
					TOTAL:		$ 2,000,000

Project Description:

The replacement of mains that have been identified as bottlenecks or frequent break locations have been addressed as separate projects. This area is the next area to replace water lines because of several breaks in the area.

Justification/Linkage:

Council Goals, Master Plans, or Dept. Goals & Objectives: Create and maintain high-quality Community facilities and Infrastructure.

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** W

PROJECT NAME: Beverly Heights - Water Pressure **LOCATION:** River Road

YEAR: FY 2027 **ACCT#:** 050-5010-701.81-06

Type of Project: ☑ New ☐ Expansion ☐ Replacement ☐ Renovation

Current/ Previous Expenditures	TOTAL PROJECT COST *(Capital Only)*	Total Appropriations to Date	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
			Unappropriated Subsequent Years					
	$ 239,000	$ -	$ -	$ -	$ -	$ -	$ 239,000	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Planning, Surveying, Design, Engineering:				$ 20,000		
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.				$ 49,000		
Building/Utility Construction:				$ 170,000		
Legal/Misc.						
Heavy Equip./Apparatus:						
Light Equip/Furniture:						
Other						
Total Capital Cost Estimate:	$ -	$ -	$ -	$ 239,000	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ 9,850	$ 9,850	$ 9,850
Total Expenditure Estimate.	$ -	$ -	$ -	$ 248,850	$ 9,850	$ 9,850

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel				$ 250	$ 250	$ 250
OtherElectircal				$ 9,600	$ 9,600	$ 9,600
TOTAL	$ -	$ -	$ -	$ 9,850	$ 9,850	$ 9,850

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)							
Grants (List)							
Bonds (Research Debt Service Options)					$ 239,000		
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ -	$ -	$ 239,000	$ -	$ -
					TOTAL:		$ 239,000

Project Description:

To utilize the capacity of the Melinda Water Tank and increase water pressure to the residence at or near the same tank elevation to improve their pressure and service reliability.

Justification/Linkage:

Council Goals, Master Plans, or Dept. Goals & Objectives: Create and maintain high-quality Community facilities and Infrastructure.

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WD

PROJECT NAME: Holly Hills/Northgate - Water Pressure **LOCATION:** Holly Hills Subdivision /Northgate Subdivision

YEAR: FY 2027 **ACCT#:** 050-5010-701.81-06

Type of Project: ☑ New ☐ Expansion ☐ Replacement ☐ Renovation

				Unappropriated Subsequent Years				
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 239,000	$ -	$ -	$ -	$ -	$ 239,000	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Planning, Surveying, Design, Engineering:				$ 20,000		
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:				$ 170,000		
Legal/Misc.				$ 49,000		
Heavy Equip./Apparatus:						
Light Equip/Furniture:						
Other						
Total Capital Cost Estimate:	$ -	$ -	$ -	$ 239,000	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ 9,850	$ 9,850	$ 9,850
Total Expenditure Estimate.	$ -	$ -	$ -	$ 248,850	$ 9,850	$ 9,850

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel				$ 250	$ 250	$ 250
Other/ Electrical				$ 9,600	$ 9,600	$ 9,600
TOTAL	$ -	$ -	$ -	$ 9,850	$ 9,850	$ 9,850

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)							
Grants (List)							
Bonds (Research Debt Service Options)					$ 239,000		
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ -	$ -	$ 239,000	$ -	$ -
					TOTAL:		$ 239,000

Project Description: To utilize the capacity of the Melinda water tank and increase water pressure to the residence at or near the same tank elevation to improve their pressure and service reliability

Justification/Linkage: Council Goals, Master Plans, or Dept. Goals & Objectives: Create and maintain high-quality Community facilities and Infrastructure.

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** W

PROJECT NAME: Bedford Pump Improvement Project **LOCATION:** Bedford Pump Station

YEAR: FY 2028 **ACCT#:** 050-5010-701.81-06

Type of Project: ☐ New ☐ Expansion ☐ Replacement ☑ Renovation

				Unappropriated Subsequent Years				
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 25,000	$ -	$ -	$ -	$ -	$ 25,000	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:						
Light Equip/Furniture:				$ 25,000		
Other/SCADA						
Total Capital Cost Estimate:	$ -	$ -	$ -	$ 25,000	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ -	$ -	$ -	$ 25,000	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other/ Electrical						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)					$ 25,000		
Enterprise Fund (WW)							
Grants (List)							
Bonds (Research Debt Service Options)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ -	$ -	$ 25,000	$ -	$ -
					TOTAL:		$ 25,000

Project Description: Replacement of pump

Justification/Linkage: Council Goals, Master Plans, or Dept. Goals & Objectives: Create and maintain high-quality Community facilities and Infrastructure.

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** W,WW,PW

PROJECT NAME: Replace 953 L Track Loader **LOCATION:** Bedford Pump Station

YEAR: FY 2028 **ACCT#:** Various

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☑ Renovation

				Unappropriated Subsequent Years				
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 220,002	$ -	$ -	$ -	$ -	$ -	$ 220,002	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:					$ 220,002	
Light Equip/Furniture:						
Other/SCADA						
Total Capital Cost Estimate:	$ -	$ -	$ -	$ -	$ 220,002	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ -	$ -	$ -	$ -	$ 220,002	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other/ Electrical						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY 2027	FY 2028	FUTURE
General Fund						$ 73,334	
Highway Fund							
Enterprise Fund (W)						$ 73,334	
Enterprise Fund (WW)						$ 73,334	
Grants (List)							
Bonds (Research Debt Service Options)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ -	$ -	$ -	$ 220,002	$ -
						TOTAL:	$ 220,002

Project Description:

Multi-use equipment for all departments to push brush , leaves and dirt at the lower stock pile area. This equipment it at the end of its useful life.

Justification/Linkage:

Council Goals, Master Plans, or Dept. Goals & Objectives: Create and maintain high-quality Community facilities and Infrastructure.

Utilities (Wastewater)

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WWC

PROJECT NAME: Sewer Line Root Removal **LOCATION:** Collection System

YEAR: FY 2024 - 2028 **ACCT#:** 050-5110-702.81-30

Type of Project: ☑ New ☐ Expansion ☐ Replacement ☐ Renovation

			Unappropriated Subsequent Years					
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 50,000	$ -	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ -

PROJECT COSTS

ACTIVITY	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FUTURE
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:						
Light Equip/Furniture:						
Other : Treatment	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	
Total Captial Cost Estimate:	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenace/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)		$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ -
						TOTAL:	$ 50,000

Project Decription: Chemical method of removing roots that intrude into sewer lines; there is a plan in place for routine maintenance.

Justification/Linkage: Council & Department Goal & Objective: Staff has identified additional Main Line's that need to be treated to meet the communities wastewater needs.

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WW

PROJECT NAME: Return Sludge Replacement Impeller **LOCATION:** WW plant

YEAR: FY 2024 **ACCT#:** 050-5110-702.81-06

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☐ Renovation

Current/ Previous Expenditures	TOTAL PROJECT COST (Capital Only)	Total Appropriations to Date	Budget Year 1 FY2024	Unappropriated Subsequent Years: Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 32,000	$ -	$ 8,000	$ -	$ 8,000	$ -	$ 8,000	$ 8,000

PROJECT COSTS

ACTIVITY	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FUTURE
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:	$ 8,000		$ 8,000		$ 8,000	$ 8,000
Light Equip/Furniture:						
Other						
Total Captial Cost Estimate:	$ 8,000	$ -	$ 8,000	$ -	$ 8,000	$ 8,000
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ 8,000	$ -	$ 8,000	$ -	$ 8,000	$ 8,000

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenace/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)		$ 8,000		$ 8,000		$ 8,000	$ 8,000
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ 8,000	$ -	$ 8,000	$ -	$ 8,000	$ 8,000

TOTAL: $ 32,000

Project Decription: Replace sludge impeller due to normal wear and tear.

Justification/Linkage: Council & Department Goal & Objective: Meets the community wastewater treatment needs

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WW

PROJECT NAME: Aeration / Pump Station / Hyd. Rehab **LOCATION:** WWTP

YEAR: FY 2024 **ACCT#:** 050-5110-702.82-20

Type of Project: ☐ New ☐ Expansion ☐ Replacement ☑ Renovation

Current/ Previous Expenditures	TOTAL PROJECT COST *(Capital Only)*	Total Appropriations to Date	Budget Year 1 FY2024	*Unappropriated Subsequent Years* Budget Year 2 FY2024	Budget Year 3 FY2025	Budget Year 4 FY2026	Budget Year 5 FY2027	Future Budget Years
$ 498,000	**$ 5,698,000**		$ 5,200,000	$ -	$ -	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Planning, Surveying, Design, Engineering						
Land/ROW/Acquisition:						
In House Services (In Kind)						
Site Preparation & Improvements						
Permits/Misc./Contingency						
Building/Utility Construction:						
Legal/Misc.						
Construction Costs	$ 5,200,000					
Construction Admin/ Inspection						
Other: SCADA						
Total Capital Cost Estimate:	$ 5,200,000	$ -	$ -	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ 5,200,000	$ -	$ -	$ -	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

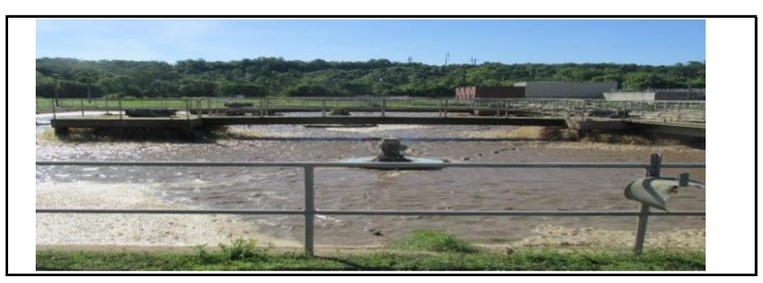
METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)							
Grants (List)							
Bonds - (Research Debt Service Options)	$ 498,000	$ 5,200,000					
Reserve (List)							
Other (List)							
TOTAL	$ 498,000	$ 5,200,000	$ -	$ -	$ -	$ -	$ -

TOTAL: $ 5,698,000

Project Description: Rehab existing aeration process for the WWTP over 25 years old and at the end of its useful life. This is to include repairs and rehab to Pump Stations and Hyd. Design and permitting in FY 2023 and construction in FY 2024

Justification/Linkage: Council & Department Goal & Objective: Meets the community wastewater treatment needs



FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WW

PROJECT NAME: Feed Pump Replacement for Press System **LOCATION:** WWTP

YEAR: FY 2024 **ACCT#:** 050-5110-702.81-30

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☐ Renovation

				Unappropriated Subsequent Years				
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 86,500	$ -	$ 28,500	$ -	$ 29,000	$ -	$ -	$ 29,000

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Planning, Surveying, Design, Engineering						
Land/ROW/Acquisition:						
In House Services (In Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:	$ 28,500		$ 29,000			$ 29,000
Light Equip/Furniture:						
Other: SCADA						
Total Capital Cost Estimate:	$ 28,500	$ -	$ 29,000	$ -	$ -	$ 29,000
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ 28,500	$ -	$ 29,000	$ -	$ -	$ 29,000

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)		$ 28,500		$ 29,000			$ 29,000
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ 28,500	$ -	$ 29,000	$ -	$ -	$ 29,000
						TOTAL:	$ 86,500

Project Description: Replace Press Pump for sludge press it is at the end of its useful life; there are multiple press pumps and are on a rotational replacement schedule.

Justification/Linkage: Council & Department Goal & Objective: Meets the community wastewater treatment needs

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WD & WWC

PROJECT NAME: Attachment Brush Cutter Head for Yanmar **LOCATION:** Public Works Facility

YEAR: FY 2024 **ACCT#:** 050-5201-702.81-30 & 050-5201-701.81-06

Type of Project: ☑ New ☐ Expansion ☐ Replacement ☐ Renovation

				Unappropriated Subsequent Years				
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 11,000	$ -	$ 11,000	$ -	$ -	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Planning, Surveying, Design, Engineering						
Land/ROW/Acquisition:						
In House Services (In Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:	$ 11,000					
Light Equip/Furniture:						
Other:						
Total Capital Cost Estimate:	$ 11,000	$ -	$ -	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ 11,000	$ -	$ -	$ -	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)		$ 5,500					
Enterprise Fund (WW)		$ 5,500					
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ 11,000	$ -	$ -	$ -	$ -	$ -
					TOTAL:		$ 11,000

Project Description: Used to trim trees away from Right of Ways

Justification/Linkage: Council & Department Goals & Objective: Meets the community wastewater & water distribution & collection needs.

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WW

PROJECT NAME: Pickup Truck Replacement (Utility) **LOCATION:** WWTP

YEAR: FY 2024 **ACCT#:** 050-5110-702.81-02

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☐ Renovation

Current/ Previous Expenditures	TOTAL PROJECT COST *(Capital Only)*	Total Appropriations to Date	Budget Year 1 FY2024	*Unappropriated Subsequent Years* Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 60,000	$ -	$ 60,000	$ -	$ -	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Planning, Surveying, Design, Engineering						
Land/ROW/Acquisition:						
In House Services (In Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:	$ 60,000					
Light Equip/Furniture:						
Other: SCADA						
Total Capital Cost Estimate:	$ 60,000	$ -	$ -	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ 60,000	$ -	$ -	$ -	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)		$ 60,000					
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ 60,000	$ -	$ -	$ -	$ -	$ -
					TOTAL:		$ 60,000

Project Description: Replace Pickup truck for WWTP

Justification/Linkage: Council & Department Goals & Objective: Meets the community wastewater treatment needs

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WW

PROJECT NAME: Samplers **LOCATION:** WWTP

YEAR: FY 2024 **ACCT#:** 050-5110-702.81-06

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☐ Renovation

Current/ Previous Expenditures	TOTAL PROJECT COST *(Capital Only)*	Total Appropriations to Date	Budget Year 1 FY2024	*Unappropriated Subsequent Years* Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 16,000	$ -	$ 16,000	$ -	$ -	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:	$ 16,000					
Light Equip/Furniture:						
Other						
Total Captial Cost Estimate:	$ 16,000	$ -	$ -	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ 16,000	$ -	$ -	$ -	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenace/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)		$ 16,000					
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ 16,000	$ -	$ -	$ -	$ -	$ -

TOTAL: $ 16,000

Project Decription: Replace Influent and Effluent composite samplers due to normal wear

Justification/Linkage: Council & Department Goal & Objective: Meets the community wastewater treatment needs

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WW

PROJECT NAME: Soda Ash **LOCATION:** WWTP

YEAR: FY 2024 **ACCT#:** 050-5110-702.81-06

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☐ Renovation

				Unappropriated Subsequent Years				
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2024	Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 50,000	$ -	$ 50,000	$ -	$ -	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:	$ 50,000					
Light Equip/Furniture:						
Other						
Total Captial Cost Estimate:	$ 50,000	$ -	$ -	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ 50,000	$ -	$ -	$ -	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenace/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)		$ 50,000					
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ 50,000	$ -	$ -	$ -	$ -	$ -

TOTAL: $ 50,000

Project Decription: Replace Soda Ash Pump and Feed System due to normal wear, useage and age. Existing unit is over 25 years old.

Justification/Linkage: Council & Department Goal & Objective: Meets the community wastewater treatment needs

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** Wastewater

PROJECT NAME: 40hp Pump replacement **LOCATION:** Riverview Pump Statiomn

YEAR: FY 2025 **ACCT#:** 050-5110-702.81-06

Type of Project: ☐ New ☑ Expansion ☐ Replacement ☐ Renovation

Current/ Previous Expenditures	TOTAL PROJECT COST *(Capital Only)*	Total Appropriations to Date	Budget Year 1 FY2023	Budget Year 2 FY2024	Budget Year 3 FY2025	Budget Year 4 FY2026	Budget Year 5 FY2027	Future Budget Years
			Unappropriated Subsequent Years					
	$ 48,000	$ -	$ -	$ 48,000	$ -	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:						
Light Equip/Furniture:		$ 48,000				
Other						
Total Captial Cost Estimate:	$ -	$ 48,000	$ -	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ -	$ 48,000	$ -	$ -	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenace/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)			$ 48,000				
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ 48,000	$ -	$ -	$ -	$ -
					TOTAL:		$ 48,000

Project Decription: 10 year replacement end of useful life

Justification/Linkage: Council & Department Goal & Objective: Meets the community wastewater treatment needs

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WD & WWC

PROJECT NAME: Trencher Attachment **LOCATION:** Public Works Facility

YEAR: FY 2025 **ACCT#:** 050-5201-702.81-06 & 050-5201-701.81-06

Type of Project: ☑ New ☐ Expansion ☐ Replacement ☐ Renovation

				Unappropriated Subsequent Years				
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2023	Budget Year 2 FY2024	Budget Year 3 FY2025	Budget Year 4 FY2026	Budget Year 5 FY2027	Future Budget Years
	$ 6,000	$ -	$ -	$ 6,000	$ -	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Planning, Surveying, Design, Engineering						
Land/ROW/Acquisition:						
In House Services (In Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:		$ 6,000				
Light Equip/Furniture:						
Other:						
Total Capital Cost Estimate:	$ -	$ 6,000	$ -	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ -	$ 6,000	$ -	$ -	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)			$ 3,000				
Enterprise Fund (WW)			$ 3,000				
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ 6,000	$ -	$ -	$ -	$ -

TOTAL: $ 6,000

Project Description: Used to dig smaller service or sewer lines instead of using excavator or backhoe

Justification/Linkage: Council & Department Goals & Objective: Meets the community wastewater & water distribution & collection needs.

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WW

PROJECT NAME: Secondary Clarifiers **LOCATION:** WWTP

YEAR: FY 2025 **ACCT#:** 050-5110-702.81-30

Type of Project: ☐ New ☐ Expansion ☐ Replacement ☑ Renovation

Current/ Previous Expenditures	TOTAL PROJECT COST *(Capital Only)*	Total Appropriations to Date	Budget Year 1 FY2023	*Unappropriated Subsequent Years* Budget Year 2 FY2024	Budget Year 3 FY2025	Budget Year 4 FY2026	Budget Year 5 FY2027	Future Budget Years
	$ 1,500,000	$ -	$ -	$ 1,500,000	$ -	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Planning, Surveying, Design, Engineering		$ 125,000				
Land/ROW/Acquisition:						
In House Services (In Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc./Contingeny						
Building/Utility Construction:		$ 1,375,000				
Legal/Misc.						
Heavy Equip./Apparatus:						
Light Equip/Furniture:						
Other:						
Total Capital Cost Estimate:	$ -	$ 1,500,000	$ -	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ -	$ 1,500,000	$ -	$ -	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

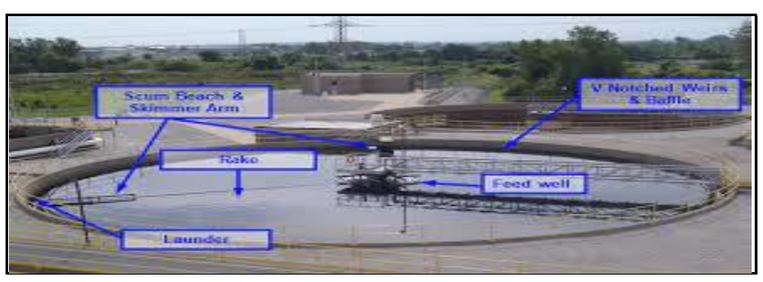
METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)							
Grants (List)							
Bonds (Research Debt Service Options)			$ 1,500,000				
Reserve (List)							
Other (List)							
TOTAL		$ -	$ -	$ 1,500,000	$ -	$ -	$ -	$ -

TOTAL: $ 1,500,000

Project Description: Rehab - needed as clarifier is beyond is 25 year life.

Justification/Linkage: Council & Department Goals & Objective: Meets the community wastewater treatment need



FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WW

PROJECT NAME: Heat Pumps Lab & Office **LOCATION:** WWTP

YEAR: FY 2025 **ACCT#:** 050-5110-702.81-30

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☐ Renovation

				Unappropriated Subsequent Years				
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2023	Budget Year 2 FY2024	Budget Year 3 FY2025	Budget Year 4 FY2026	Budget Year 5 FY2027	Future Budget Years
	$ 30,000	$ -	$ -	$ 30,000	$ -	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Planning, Surveying, Design, Engineering						
Land/ROW/Acquisition:						
In House Services (In Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:		$ 30,000				
Light Equip/Furniture:						
Other:						
Total Capital Cost Estimate:	$ -	$ 30,000	$ -	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ -	$ 30,000	$ -	$ -	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)			$ 30,000				
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ 30,000	$ -	$ -	$ -	$ -

TOTAL: $ 30,000

Project Description: Replace Heat pumps for lab & office at the WWTP. Existing units are at the end of their useful life and lowering efficiency of heating and cooling of building.

Justification/Linkage: Council & Department Goal & Objective: Meets the community wastewater treatment needs

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WW

PROJECT NAME: WWTP SCADA Improvements **LOCATION:** WWTP

YEAR: FY 2026 **ACCT#:** 050-5110-702.81-37

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☐ Renovation

Current/ Previous Expenditures	TOTAL PROJECT COST *(Capital Only)*	Total Appropriations to Date	Budget Year 1 FY2024	*Unappropriated Subsequent Years* Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 350,000	$ -	$ -	$ -	$ 350,000	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:						
Light Equip/Furniture:						
Other			$ 350,000			
Total Captial Cost Estimate:	$ -	$ -	$ 350,000	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ 800	$ 800
Total Expenditure Estimate.	$ -	$ -	$ 350,000	$ -	$ 800	$ 800

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies					$ 800	$ 800
Maintenace/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ 800	$ 800

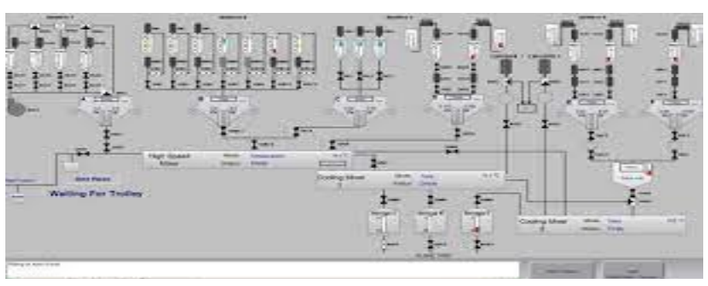
METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)							
Grants (List)							
Bonds (List)				$ 350,000			
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ -	$ 350,000	$ -	$ -	$ -

TOTAL: $ 350,000

Project Decription: Incorporate all Original & all upgraded equipment into SCADA into new up-to-date SCADA that can be monitored by mangement

Justification/Linkage: Council & Department Goals & Objective: Meet the community Wastewater treatment needs



FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** W/WW/D

PROJECT NAME: Sewer Vactor Truck Replacement **LOCATION:** Public Works

YEAR: FY 2026 **ACCT#:** Various

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☐ Renovation

				Unappropriated Subsequent Years				
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2023	Budget Year 2 FY2024	Budget Year 3 FY2025	Budget Year 4 FY2026	Budget Year 5 FY2027	Future Budget Years
	$ 350,000	$ -	$ -	$ -	$ 350,000	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Planning, Surveying, Design, Engineering						
Land/ROW/Acquisition:						
In House Services (In Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:			$ 350,000			
Light Equip/Furniture:						
Other:						
Total Capital Cost Estimate:	$ -	$ -	$ 350,000	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ -	$ -	$ 350,000	$ -	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
General Fund				$ 35,000			
Highway Fund				$ 25,000			
Enterprise Fund (W)				$ 75,000			
Enterprise Fund (WW)				$ 215,000			
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ -	$ 350,000	$ -	$ -	$ -
						TOTAL:	$ 350,000

Project Description:

2009 Sewer Vactor Truck will have worn out its useful life. The truck is used to clean out and inspect sanitary sewer and storm sewer lines throughout the Town to keep all lines open and flowing.

Justification/Linkage:

Council & Department Goal & Objective: Meets the community wastewater treatment needs

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WW

PROJECT NAME: 60 hp Digestor Blower **LOCATION:** WWTP

YEAR: FY 2026 **ACCT#:** 050-5110-702.81-06

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☐ Renovation

				Unappropriated Subsequent Years					
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2023	Budget Year 2 FY2024	Budget Year 3 FY2025	Budget Year 4 FY2026	Budget Year 5 FY2027	Future Budget Years
	$ 20,000	$ -	$ -	$ -	$ 20,000	$ -	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY2027	FY 2028	FUTURE
Planning, Surveying, Design, Engineering						
Land/ROW/Acquisition:						
In House Services (In Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:			$ 20,000			
Light Equip/Furniture:						
Other: SCADA						
Total Capital Cost Estimate:	$ -	$ -	$ 20,000	$ -	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ -	$ -	$ 20,000	$ -	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY2027	FY 2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY2027	FY 2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)				$ 20,000			
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ -	$ 20,000	$ -	$ -	$ -

TOTAL: $ 20,000

Project Description: Units are in continuous use to supply dissolved oxygen to Solids Digesters and are on a 2-year replacement rotation

Justification/Linkage: Council & Department Goal & Objective: Meets the community wastewater treatment needs

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WW

PROJECT NAME: Tandem Dump truck **LOCATION:** WWTP

YEAR: FY 2027 **ACCT#:** 050-5110-702.81-02

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☐ Renovation

				Unappropriated Subsequent Years				
Current/ Previous Expenditures	**TOTAL PROJECT COST *(Capital Only)***	**Total Appropriations to Date**	Budget Year 1 FY2023	Budget Year 2 FY2024	Budget Year 3 FY2025	Budget Year 4 FY2026	Budget Year 5 FY2027	Future Budget Years
	$ 250,000	$ -	$ -	$ -	$ -	$ 250,000	$ -	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Planning, Surveying, Design, Engineering						
Land/ROW/Acquisition:						
In House Services (In Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:				$ 250,000		
Light Equip/Furniture:						
Other: SCADA						
Total Capital Cost Estimate:	$ -	$ -	$ -	$ 250,000	$ -	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ -	$ -	$ -	$ 250,000	$ -	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)					$ 250,000		
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ -	$ -	$ 250,000	$ -	$ -
						TOTAL:	$ 250,000

Project Description: This truck is used to haul sludge to the landfill. The existing truck is at the end of its useful life, and needs to be replaced.

Justification/Linkage: Council & Department Goal & Objective: Meets the community wastewater treatment needs

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WW

PROJECT NAME: Solids Handling Engineering **LOCATION:** WWTP

YEAR: FY 2027 **ACCT#:** 050-5110-702.81-30

Type of Project: ☐ New ☐ Expansion ☐ Replacement ☑ Renovation

Current/ Previous Expenditures	TOTAL PROJECT COST (Capital Only)	Total Appropriations to Date	Budget Year 1 FY2023	*Unappropriated Subsequent Years* Budget Year 2 FY2024	Budget Year 3 FY2025	Budget Year 4 FY2026	Budget Year 5 FY2027	Future Budget Years
	$ 2,700,000	$ -	$ -	$ -	$ -	$ 200,000	$ 2,500,000	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Planning, Surveying, Design, Engineering				$ 200,000		
Land/ROW/Acquisition:						
In House Services (In Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:					$ 2,500,000	
Legal/Misc.						
Heavy Equip./Apparatus:						
Light Equip/Furniture:						
Other: SCADA						
Total Capital Cost Estimate:	$ -	$ -	$ -	$ 200,000	$ 2,500,000	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ -	$ -	$ -	$ 200,000	$ 2,500,000	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenance/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)					$ 200,000		
Grants (List)							
Bonds (List)						$ 2,500,000	
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ -	$ -	$ 200,000	$ 2,500,000	$ -
						TOTAL:	$ 2,700,000

Project Description:

The facility assessment included an assessment of all equipment in the solids handling facility. This would be to evaluate, design, and replace all aging equipment and to repair the building structure.

Justification/Linkage:

Council & Department Goal & Objective: Meets the community wastewater treatment needs

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WW

PROJECT NAME: UTV **LOCATION:** WWTP

YEAR: FY 2028 **ACCT#:** 050-5110-702.81-30

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☐ Renovation

Current/ Previous Expenditures	TOTAL PROJECT COST *(Capital Only)*	Total Appropriations to Date	Budget Year 1 FY2024	*Unappropriated Subsequent Years* Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 20,000	$ -	$ -	$ -	$ -	$ -	$ 20,000	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:						
Light Equip/Furniture:					$ 20,000	
Other						
Total Captial Cost Estimate:	$ -	$ -	$ -	$ -	$ 20,000	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ -	$ -	$ -	$ -	$ 20,000	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenace/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)						$ 20,000	
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ -	$ -	$ -	$ 20,000	$ -

TOTAL: $ 20,000

Project Decription: Replace existing UTV

Justification/Linkage: Council & Department Goal & Objective: Meets the community wastewater treatment needs

FY2024-2028 CAPITAL IMPROVEMENT PROJECT FORM

DEPARTMENT: Utilities **DIVISION:** WW

PROJECT NAME: Solids Handling Air Comp. **LOCATION:** WWTP

YEAR: FY 2028 **ACCT#:** 050-5110-702.81-30

Type of Project: ☐ New ☐ Expansion ☑ Replacement ☐ Renovation

Current/ Previous Expenditures	TOTAL PROJECT COST *(Capital Only)*	Total Appropriations to Date	Budget Year 1 FY2024	*Unappropriated Subsequent Years* Budget Year 2 FY2025	Budget Year 3 FY2026	Budget Year 4 FY2027	Budget Year 5 FY2028	Future Budget Years
	$ 25,000	$ -	$ -	$ -	$ -	$ -	$ 25,000	$ -

PROJECT COSTS

ACTIVITY	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Planning, Surveying, Design, Engineering:						
Land/ROW/Acquisition:						
In House Services (In-Kind)						
Site Preparation & Improvements						
Permits/Inspections/Misc.						
Building/Utility Construction:						
Legal/Misc.						
Heavy Equip./Apparatus:						
Light Equip/Furniture:					$ 25,000	
Other						
Total Captial Cost Estimate:	$ -	$ -	$ -	$ -	$ 25,000	$ -
Total Operating Impact Estimate:	$ -	$ -	$ -	$ -	$ -	$ -
Total Expenditure Estimate.	$ -	$ -	$ -	$ -	$ 25,000	$ -

NEW OR ADDITIONAL IMPACT on OPERATING BUDGET

Type of Expenditure	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
Salaries/Benefits						
Professional & Consulting Services:						
Materials & Supplies						
Maintenace/Fuel						
Other						
TOTAL	$ -	$ -	$ -	$ -	$ -	$ -

METHODS OF FINANCING

Funding Sources	Previous Allocation (Earmarked)	FY2024	FY2025	FY2026	FY2027	FY2028	FUTURE
General Fund							
Highway Fund							
Enterprise Fund (W)							
Enterprise Fund (WW)						$ 25,000	
Grants (List)							
Bonds (List)							
Reserve (List)							
Other (List)							
TOTAL	$ -	$ -	$ -	$ -	$ -	$ 25,000	$ -

TOTAL: $ 25,000

Project Decription: Replace existing Air Comp.

Justification/Linkage: Council & Department Goal & Objective: Meets the community wastewater treatment needs

TOWN OF ALTAVISTA
TOWN COUNCIL WORK SESSION
January 24, 2023
AGENDA COVER SHEET

AGENDA ITEM #: 8.1

CLOSED SESSION
Title: Town Council Closed Session
Staff Resource: Gary Shanaberger, Town Manager

Action(s):

Conduct Closed Session with legal council and designated staff.

Explanation:

Section 2.2-3711 (A)(3) Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

Section 2.2-3711 (A)(8) Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

Background:

Funding Source(s):

Attachments: *(click item to open)*

attachment. Town Council Closed Session 1.24.23.pdf

CLOSED SESSION

DATE: Tuesday, January 24th, 2023

I move that the Altavista Town Council convene in closed session in accordance with the provisions set out in the *Code of Virginia,* 1950, as amended,

Section 2.2-3711 (A)(3) Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

Section 2.2-3711 (A)(8) Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter.

A motion was made by_____ and seconded by _____.
Motion carried.

VOTE:	Mr. Wayne Mitchell	_____	Mr. Jay Higginbotham	_____
	Mr. Tracy Emerson	_____	Mr. Timothy George	_____
	Vice Mayor Reggie Bennett	_____	Dr. Scott Lowman	_____
	Mayor Michael Mattox	_____		

Town Council went into Closed Session at _____ PM.
Council was back in regular session at _____ PM.

FOLLOWING CLOSED SESSION:
A motion was made by _____, seconded by _____, to adopt the certification of a closed meeting.

CERTIFICATION OF CLOSED MEETING
WHEREAS, the town council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the town council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED the town council hereby certifies, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the town council.

VOTE:	Mr. Wayne Mitchell	_____	Mr. Jay Higginbotham	_____
	Mr. Tracy Emerson	_____	Mr. Timothy George	_____
	Vice Mayor Reggie Bennett	_____	Dr. Scott Lowman	_____
	Mayor Michael Mattox	_____		

Adjourned at _____ p.m.
Action(s): _____