

Mayor
Michael Mattox

Vice Mayor
Beverley Dalton

Council Members
Jay Higginbotham William "Bill" Ferguson
Charles Edwards Tracy Emerson
Tim George

Altavista Town Council
September 10, 2013 Regular Meeting Agenda
7:00 p.m.
J.R. "Rudy" Burgess Town Hall – 510 Main Street

ALL CELLPHONES AND ELECTRONIC DEVICES ARE TO BE SILENCED OR TURNED OFF IN COUNCIL CHAMBERS.

6:45 p.m. Finance Committee Meeting (Large Conference Room)

7:00 p.m. Regular Council Meeting (Council's Chambers)

I. Call to Order

II. Invocation

III. Approval of Agenda

IV. PUBLIC COMMENT PERIOD: Notes on Comment Period – Each speaker is asked to limit comments to 3 minutes and the total period for all speakers will be 15 minutes or less. Council is very interested in hearing your concerns; however speakers should not expect Council action or deliberation on subject matter brought up during the Public Comment segment. Topics requiring further investigation will be referred to the appropriate town officials or staff and may be scheduled for a future agenda. Thank you for your consideration of the Town Council, staff and other speakers.

V. SPECIAL ITEMS OR RECOGNITIONS (Time allotted as needed)

VI. CONSENT AGENDA (Estimated Time: 5 minutes)

- Approval of Minutes – *Regular Meeting August 13, 2013 (Attachment #1a)*
- Receive monthly review of Invoices (*Attachment #1b*)
- Receive monthly review of Revenues & Expenditures (*Attachment #1c*)
- Receive monthly review of Reserve Balance/Investment Report (*Attachment #1d*)
- Departmental Monthly Reports (*Attachment #1e*)
 - Administration
 - Business License
 - Community Development
 - Economic Development
 - Police Department
 - Public Works Department
 - Transit System
 - Wastewater Department
 - Water Department

VII. **PUBLIC HEARING(S)** (None at this time)

VIII. **STANDING COMMITTEE/COMMISSION/BOARD REPORTS** (Estimated Time: 20 minutes)

A) Council Committees

- i) Finance/Human Resources Committee (Dalton) *(Attachment #2a)*
 - Virginia Retirement System (VRS) Hybrid Retirement Plan and Disability Program
 - Water Improvements – Reimbursement Resolution
 - AEDA “All Hands” Meeting – Funding Request
 - VDOT’s MAP 21 Project Application submittal
- ii) Police/Legislative Committee (Edwards) *(Attachment #2b)*
- iii) Public Works/Utility Committee (Ferguson) *(Attachment #2c)*
 - Parking Layout – 7th Street
 - Altavista Band Boosters Agreement – Trade Lot
 - Town Bicycle Accommodation Plan

B) Others

IX. **NEW BUSINESS** (Estimated Time: 10 minutes)

- A) Delinquent Taxpayers list 2012 Consideration *(Attachment #3a)*

X. **UNFINISHED BUSINESS** (Estimated Time: 10 minutes)

XI. **MANAGER’S REPORT** (Estimated Time: 5 minutes)

- A) Project Updates *(Attachment #5a)*
- B) Other Items as Necessary
- C) Informational Items *(Attachment #5b)*
- D) Town Council Calendars (September/October) *(Attachment #5c)*

XII. **Matters from Town Council**

XIII. **CLOSED MEETING AND ACTION**

- Section 2.2-3711(A).5 – Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business’ or industry’s interest in locating or expanding its facilities in the community.

XIV. **Adjournment**

Notice to comply with Americans with Disabilities Act: Special assistance is available for disabled persons addressing Town Council. Efforts will be made to provide adaptations or accommodations based on individual needs of qualified individuals with disability, provided that reasonable advance notification has been received by the Town Clerk’s Office. For assistance, please contact the Town Clerk’s Office, Town of Altavista, 510 Seventh Street, Altavista, VA 24517 or by calling (434) 369-5001.

Thank you for taking the time to participate in your Town Council meeting. The Mayor and Members of Council invite and encourage you to attend whenever possible because good government depends on the interest and involvement of citizens.

AGENDA ITEM	SYNOPSIS AGENDA SEPTEMBER 10, 2013 REGULAR ALTAVISTA TOWN COUNCIL MEETING
I. Call To Order II. Invocation	Carlton Gunter, Pastor at Penuel Baptist Church
III. Approval Agenda	<ul style="list-style-type: none"> • Approve Agenda as presented or modified. <i>Enclosure: NO</i>
IV. Public Comment Period	<i>Enclosure: NO</i>
V. Special Items or Recognitions	<i>NO ITEMS AT THIS TIME</i> <i>Enclosure(s): No</i>
VI. Consent Agenda	<ul style="list-style-type: none"> a) Approval of Minutes – Regular Meeting of August 13, 2013 b) Receive monthly Invoices c) Receive monthly review of Revenues and Expenditures d) Receive month review of Reserve Balance/Investment Report e) Departmental Reports <i>Enclosures: YES</i> <i>Need a motion to Approve the items on the Consent Agenda.</i>
VII. Public Hearings	None scheduled at this time. <i>Enclosure: N/A</i>

<p>VIII. Standing Committees /Commissions/ Board Reports</p>	<ul style="list-style-type: none"> ❖ Finance/Human Resources Committee Report – Chairman Dalton ❖ Police/Legislative Committee: Chairman Edwards ❖ Public Works/Utility Committee: Chairman Ferguson <p>Others:</p> <p><i>Enclosures: YES</i></p>
<p>IX: New Business</p>	<ul style="list-style-type: none"> ❖ Delinquent Taxpayer’s List 2012 Consideration <p><i>Enclosure: YES</i></p>
<p>X: Unfinished Business</p>	<p>None scheduled at this time.</p>
<p>XI: Manager’s Report</p>	<ul style="list-style-type: none"> a. Enclosed is a Project Update report provided by the Town Manager. <i>Enclosure: YES</i> b. (None at this time) <i>Enclosure: No</i> c. (None at this time) <i>Enclosure: No</i> d. Town Council Calendars <i>Enclosure: Yes</i>

XII: Matters from Town Council	
XII: Closed Meeting	Pursuant to Code of Virginia, Section 2.2-3711(A).5 – Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business’ or industry’s interest in locating or expanding its facilities in the community.

REMINDER OF COUNCIL AND COMMITTEE MEETINGS

Public Works/Utility Committee

REGULAR MEETING: Wednesday, October 2nd, 2013 at 7:00 a.m. (NOTE DATE CHANGE)

Finance/Human Resources Committee

REGULAR MEETING: Tuesday, October 1, 2013 at 4:00 p.m.

Police/Legislative Committee

REGULAR MEETING: TBA

Town Council Meeting

REGULAR MEETING: Tuesday, October 8, 2013

OTHER MEETINGS

County/Town Joint Dinner Meeting @ Train Station – Thursday, October 10th (Time TBA)

Regular Council Meeting—August 13, 2013

The meeting of the Council of the Town of Altavista was held in the Council Chambers of the J.R. Burgess Municipal Building, 510 Seventh Street on August 13, 2013 at 7:00 p.m.

1. Mayor Mattox called the meeting to order and presided.
2. Rev. Michael Duncan, Central Baptist Church, gave the invocation.

Council members

present:

- Mayor Michael Mattox
- Mrs. Beverley Dalton
- Mr. Charles Edwards
- Mr. Tracy Emerson
- Mr. Bill Ferguson
- Mr. Timothy George
- Mr. Jay Higginbotham

Also present:

- Mr. J. Waverly Coggsdale, III, Town Manager
- Mrs. Tobie Shelton, Finance Director
- Interim Chief Ken Walsh, Police Department
- Mr. John Tomlin, Director of Public Works
- Mr. Steve Bond, Wastewater Treatment Director
- Mrs. Megan Lucas, Economic Dev. Director

3. Mayor Mattox asked if there were any questions regarding the agenda.

A motion was made by Mr. Ferguson, seconded by Mr. George, to approve the agenda.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

4. Public Comment

Mayor Mattox asked if anyone would like to speak on anything not listed on the agenda.

Mr. Ed Scruggs, 4 Sourwood Lane, came forward and asked Council to deliberate the Meals Tax contract that has been negotiated with Campbell County in terms of paying one half of it to the county once the meals tax reaches 2.5 million.

Mrs. Holly Saunders, 1105 Bedford Avenue and manager of Vista Food Market, addressed Council in regards to the road construction on Pittsylvania and Main Street and the toll it has taken on her business. She stated she appreciated the improvements to downtown and hopes it will enhance the businesses. She stated her store has been deeply affected by the construction which began March 2013 and was to be completed May 31, 2013; the present completion day is now near the end of August. She stated she has experienced decreases in customer count (as much as 800 a week) and sales (14% to 15%). She mentioned over the past 10 years Vista Market has weathered the effects of a new Wal-Mart, the recession and now the construction; stating the long construction process has created a financial hardship. She stated they have obviously lost customers over the past six months; feeling these customers may or may not come back and that it would take a long time for the business to return to normal. Mrs. Saunders asked for a meeting with Mayor Mattox and/or Mr. Coggsdale to find a resolution for this situation.

Regular Council Meeting—August 13, 2013

Mayor Mattox apologized to Mrs. Saunders for the amount of time taken to complete the Main/Pittsylvania project and how it has affected her business.

5. Special Items or Recognitions

6. Consent Agenda

- a) Approval of Minutes-Regular Meeting July 9, 2013
- b) Receive monthly review of Invoices
- c) Receive monthly review of Revenue & Expenditures
- d) Receive monthly review of Reserve Balance/Investment Report
- e) Receive annual FY2013 Capital Improvement Program Report
- f) Reappointment of Wilson Dickerson to the Board of Zoning Appeals

A motion was made by Mr. Ferguson, seconded by Mr. George, to approve the items as listed on the consent agenda.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

7. Public Hearings

8. Standing Committee/Commission/Board Reports

a) Council Committees

i. Finance/Human Resources Committee

Armory Reuse/Redevelopment Proposal Review

Mrs. Dalton advised the Finance Committee has been reviewing the proposal submitted by the local Masonic Lodge for use of the Armory Building located on Avondale Drive. On a parallel track, in accordance with the Town Strategic Work Plan, the Office of Economic Development has been gauging interest of developers for use of the property for some type of “senior housing”. Recently, staff met with a developer and toured this as well as other properties in the community, and there appears to be some level of interest. At this point, the Committee has asked staff to continue the discussions with the Masonic Lodge representatives to develop a more specific and detailed proposal of their viability for the reuse of the facility.

Budget Amendments – Carryover from FY2013 to FY2014

Mrs. Dalton advised the Finance Committee has reviewed a memorandum from the Finance Director and recommends that the Budget Amendments for Carryover from FY2013 to FY2014 be approved as presented.

A motion was made by Mrs. Dalton, seconded by Mr. George, to approve Budget Amendments-Carryover from FY2013 to FY2014.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes

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Mr. Bill Ferguson	Yes
Mr. Timothy George	Yes
Mr. Jay Higginbotham	Yes

Other Agenda items

Health Care Benefits for Retirees: Staff is working with the Town Attorney to learn more about this item that was brought to their attention; this appears to be a legislative mandate.

ii. Police/Legislative Committee

Mr. Edwards advised the Interim Chief has submitted the monthly report which was included in the Council's packet. He noted he, Interim Chief Walsh and Mr. Coggsdale have met to discuss staffing within the police department and he is very satisfied with how things are being handled thus far.

Interim Chief Walsh introduced Patrol Officer Jesse Marlow who started with the Altavista Police Department on August 2, 2013. Patrol Officer Marlow is a certified officer from Norfolk Police Department and Hampton Sheriff's Office.

iii. Public Works/Utility Committee

Mausoleum Area

Mr. Ferguson advised the Public Works Committee continued the discussion regarding the screening of the area located beside and behind the mausoleum. The Committee felt that a combination of Leland Cypress trees and a gate would provide the necessary screening for this area. Staff is looking at alternatives to accomplish this item.

Parking Layout – 7th Street

Mr. Ferguson reported staff was approached by Central Baptist Church regarding a potential change in the parking layout on 7th Street to assist handicap individuals. Several options were discussed and staff has analyzed each and recommended that a "pedestrian crosswalk" be established from the entrance of Town Hall to the east side of 7th Street. This would allow a designated connection from the Town Hall parking lot and in addition, would provide an accessible "curb cut" on the east side of 7th Street that could potentially be utilized for handicapped individuals, either on a permanent or "as needed" basis. He noted with the on-going project approaching the area in the next month or so, it was important to decide so as not to delay the project. The Committee recommends the "pedestrian crosswalk" and the curb cut on the east side of 7th Street be presented to the businesses in the area and if agreeable this be included in the on-going project.

Mr. Higginbotham felt it was critical to contact the affected businesses in regards to this plan.

On-going Items

Mr. Ferguson advised of some ongoing items:

Bulk Pick up Items: Previously there had been an issue regarding special pickup at the Thrift Store. Staff will work with the local non-profit organizations on this issue and monitor the issue to see if any additional action will be needed.

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Region 2000 – Town Bicycle Accommodation Plan “Draft” – Staff distributed copies of the plan and this item will be placed back on the Committee’s agenda for future discussion.

WWTP Emergency Overflow Pond – Staff is working with several companies in regard to testing/sampling and field tests at this time. Staff is planning on providing a detailed progress update to Council later in August.

Mrs. Dalton mentioned she had met with the president of the Colonel Club in regards to erecting signs that bring attention to state champion teams at the high school. At this time the Colonel Club is asking the town’s permission, as this their project and they are covering the cost. Mrs. Dalton stated she saw no reason for Council to object to allowing the Colonel Club to move forward with this project. The signs will be located in three locations, Pittsylvania Avenue, Bedford Avenue and on the north end of Main Street.

Council was in agreement to allow the Colonel Club to move forward with their sign installation project.

b) Others

9. New Business

i. Veteran’s Association

Mr. Ralph English, representative of the local chapter of Veterans of Foreign Wars Post 4165 and American Legion Memorial Post 36, addressed Council. Mr. English requested permission for the VFW to be allowed to restore and update the War Memorial Park located at the entrance of the War Memorial Baseball Park. The scope of the work would include refinishing all the brass plaques, replace the lower plaque that recognizes the war dead, and to add Marine Staff Sergeant Greg Copes and Army Corpal Christopher Murphy (1907) to the plaque. He stated they would seek names of those killed in action from this area that may qualify for this update. (A death that was recognized by awarding of the Purple Heart is required). The VFW is looking to replace all the historical documents that are mounted in the Freedom Shrine. Mr. English mentioned the cost for this project is \$8,000 which the VFW has available. He requested the Town of Altavista receive the funds and pay the vendors; the VFW Committee will approve all payments and asked that the Town keep the line item open for future donations. The third request was for the Town to consider replacing the plexiglas and repaint the display after the historical documents have been purchased and replaced. Mr. English congratulated the Town for the care and maintenance of the memorial.

Mrs. Dalton questioned the cost of the plexiglas.

Mr. English stated he asked Mr. Witt to obtain a cost.

Mayor Mattox questioned if this account is specific for maintenance and upgrade of the War Memorial.

Mr. English answered affirmatively.

A motion was made by Mr. Edwards, seconded by Mrs. Dalton, to approve the requests of the local chapter of the Veterans of Foreign Wars and refer to staff to implement.

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Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

ii. Engineer Design Services for Project 1A (Bedford Avenue)

Mr. Coggsdale advised staff has been looking at the engineering design for the Bedford Avenue proposed waterline project. Proposals have been sought from three firms that the Town has contracted with; only two firms responded. WW Associates submitted the low proposal. Staff would like authority to work with the engineer on some of the components that might need to be pulled out.

A motion was made by Mrs. Dalton, seconded by Mr. Edwards, to authorize staff to work with the engineer on the proposed Bedford Avenue waterline project and allow the Town Manager to execute the document.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

10. Unfinished Business

a) School/Town Mutual Benefit Resolution

Mr. Coggsdale advised at the July Town Council meeting, staff presented a draft School/Town Mutual Benefit resolution for Council's review. The document was tabled until the standing committees could meet and discuss it. He asked Council for their feedback on the resolution and if it was in a form that they were comfortable with.

Mrs. Dalton stated she was comfortable with it as long as it is hand delivered with explanation of Council's intent at one of the school board meetings.

Mr. Higginbotham stated the concern is when and if the high school is relocated the impact it will have on the community.

Mrs. Dalton noted the School Board is not going about this lightly and they have their reasons and ways and she did not want student body to be compromised in terms of quality of education. She felt Council's concerns could be duly noted.

Mr. Higginbotham felt the School Board was taking economic numbers and saying they could save money if this was done. He said they might save money but by spending the money here in Altavista we can upgrade our system and it is worth more.

A motion was made by Mrs. Dalton, seconded by Mr. Ferguson, to adopt the School/Town Mutual Benefit Resolution.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes

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Mr. Tracy Emerson	Yes
Mr. Bill Ferguson	Yes
Mr. Timothy George	Yes
Mr. Jay Higginbotham	Yes

RESOLUTION RECOGNIZING THE MUTUAL BENEFIT
BETWEEN LOCAL SCHOOLS AND THE COMMUNITY.

WHEREAS, the Altavista community is home to both the Altavista Elementary and the Altavista Combined Schools, as a part of the Campbell County School System; and

WHEREAS, researchers and practitioners have documented for some time how schools and communities working toward common goals can be beneficial; and

WHEREAS, communities can provide schools with a context and environment that can complement and reinforce the values, culture, and learning the schools provide for their students; and

WHEREAS, communities have the potential to extend a variety of opportunities to students and to their families – social, cultural, and vocational; and

WHEREAS, local schools offer communities a focal point of educational services for children. Symbolically, schools are seen by many as the last enduring public institutions in many communities; and

WHEREAS, local schools frequently provide employment for community residents and it has been asserted that they improve the local economy and attract business; and

WHEREAS, local schools, more importantly, have the potential to build well-educated citizens ready to take on responsibilities as contributing community members; and

WHEREAS, local schools are a main component in assessing and promoting a higher quality of life in a community; and

WHEREAS, the Altavista community and its local schools are mutually beneficial to each other and the school-community collaboration offers hope for a better, more promising future; and

NOW, THEREFORE BE IT RESOLVED BY THE ALTAVISTA TOWN COUNCIL that the mutual benefit our local community and our local schools have on one another is duly acknowledged.

Adopted the ___ day of _____, 2013.

Mike Mattox, Mayor
Town of Altavista

Attested:

J. Waverly Coggsdale, III, Clerk

11. Manager's Report

a) Project Updates

VDOT Enhancement Project and Downtown Utility Replacement Project and
Pittsylvania Avenue Intersection Project

Mr. Coggsdale mentioned this project is ongoing with a portion of it being paved today. He noted staff is continuing to work with contractors on the

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delays. Work will continue up Main Street to Campbell Avenue, the other half of Pittsylvania, up Seventh Street to Broad Street. Mr. Coggsdale expressed his appreciation for the patience during this long process.

Mr. Edwards stated he drives through the area everyday and applauded the crew when the intersection was opened up. He questioned if Main Street at the entrance to Vista Foods could be polished up to help with Mrs. Saunders' situation.

Mr. Coggsdale stated the main focus is Pittsylvania Avenue to allow trucks delivering to the store access.

Mr. Edwards referred to the "completion date" as being the end of the year and asked if there could be an interim date where some of the work along Main Street near Vista Food could be completed, showing Council's concern. Mr. Coggsdale stated he and Mayor Mattox would discuss these matters in more detail with Mrs. Saunders.

- b) Reports
 - i. Departmental
 - ii. Others
- c) Other Items as Necessary
- d) Informational Items

12. Matters from Town Council

Mayor Mattox stated Council is hoping to get into the rotation of the County/Town meetings with the Town of Brookneal and the Board of Supervisors and is looking at scheduling a meeting in October.

Mayor Mattox addressed Mr. Scruggs concern and told him the Finance Committee and Town Attorney is reviewing.

13. Closed Session

Mayor Mattox asked if there was anything else to bring before Council.

No one came forward.

The meeting was adjourned at 7:32 p.m.

Michael E. Mattox, Mayor

J. Waverly Coggsdale, III, Clerk

<u>Check Number</u>	<u>Vendor Number</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Check Amount</u>
31339	505	ALLIED JANITORIAL SERVICE INC	8/2/2013	1,496.25
31340	103	BEACON CREDIT UNION	8/2/2013	915.00
31341	146	MICHAEL HUNT	8/2/2013	100.00
31342	57	ICMA RETIREMENT TRUST-457 #304	8/2/2013	1,575.00
31343	411	MANPOWER	8/2/2013	416.00
31344	151	SHEEHY FORD	8/2/2013	24,412.40
31345	80	SOUTHSIDE ELECTRIC COOP	8/2/2013	715.53
31346	35	TREASURER OF VA/VITA	8/2/2013	94.99
31347	1	UNITED STATES TREASURY	8/2/2013	119.64
31348	271	VIRGINIA CAROLINA PAVING & GRA	8/2/2013	48,087.15
31349	9999997	BAYNUM, TARA LARAE	8/9/2013	28.49
31350	583	CAMPBELL COUNTY PUBLIC LIBRARY	8/9/2013	902.86
31351	580	CHC OF VIRGINIA INC	8/9/2013	29,840.30
31352	28	COLUMBIA GAS	8/9/2013	444.36
31353	517	CTAV	8/9/2013	300.00
31354	20	J JOHNSON ELLER JR	8/9/2013	1,887.75
31355	301	ENGLISH'S LLC	8/9/2013	456.39
31356	118	FERGUSON ENTERPRISES INC #75	8/9/2013	5,747.42
31357	9999997	GARRETT, TRACIE R	8/9/2013	27.66
31358	300	NAPA AUTO PARTS	8/9/2013	442.39
31359	507	PUBLIC ENGINES INC	8/9/2013	1,638.00
31360	515	DALE TYREE JR	8/9/2013	3,540.00
31361	92	UNIFIRST CORP	8/9/2013	1,189.40
31362	1	MELISA HARRISON	8/12/2013	35.00
31363	103	BEACON CREDIT UNION	8/16/2013	915.00
31364	4	BOXLEY AGGREGATES	8/16/2013	812.47
31365	12	BRENNTAG MID-SOUTH INC	8/16/2013	2,831.49
31366	16	CAMPBELL COUNTY UTILITIES & SE	8/16/2013	258.24
31367	32	CONTROL EQUIPMENT CO INC	8/16/2013	1,443.67
31368	125	CVCJA	8/16/2013	4,140.00
31369	71	FAIRPOINT COMMUNICATIONS	8/16/2013	388.99
31370	41	FISHER SCIENTIFIC	8/16/2013	142.48
31371	47	GRAPHIC CONTROLS	8/16/2013	836.92
31372	50	GRETNA TIRE INC	8/16/2013	1,312.08
31373	57	ICMA RETIREMENT TRUST-457 #304	8/16/2013	1,575.00
31374	58	INSTRUMENTATION SERVICES INC	8/16/2013	708.00
31375	104	VIRGINIA LOCAL GOVT MGMT ASS	8/16/2013	403.73
31376	110	VUPS INC	8/16/2013	56.70
31377	418	BSW INC	8/16/2013	589.85
31378	294	BUSINESS CARD	8/16/2013	8,364.81
31379	397	CMC SUPPLY INC	8/16/2013	310.29
31380	164	DMV	8/16/2013	240.00
31381	283	ECK SUPPLY CO	8/16/2013	794.64
31382	324	FISHER AUTO PARTS	8/16/2013	174.69
31383	411	MANPOWER	8/16/2013	884.00
31384	154	MUNICIPAL CODE CORPORATION	8/16/2013	700.00
31385	186	THE NEWS & ADVANCE	8/16/2013	422.80
31386	306	TYREE'S-LITTLE HEATING & COOLI	8/16/2013	1,899.03
31387	414	UNIVERSITY OF VA	8/16/2013	135.00
31388	354	WILEY & WILSON	8/16/2013	14,572.13
31389	578	AMERITAS LIFE INSURANCE CORP	8/16/2013	2,261.80

ALL CHECKS REGISTER
TOWN OF ALTAVISTA

ACCOUNTING PERIOD 02/2014
FROM: 08/01/2013 TO: 08/31/2013

31390	581	BUSINESS SOLUTIONS INC	8/16/2013	500.00
31391	574	CHRISTOPHER MICALE, TRUSTEE	8/16/2013	125.00
31392	9999999	FRANKS PIZZA	8/16/2013	50.00
31393	566	INTEGRATED TECHNOLOGY GROUP IN	8/16/2013	76.24
31394	454	O'REILLY AUTOMOTIVE INC	8/16/2013	390.77
31395	510	RIVER VALLEY RESOURCES LLC	8/16/2013	413.20
31396	9999999	ROGERS JAMES LEONARD JR	8/16/2013	8.92
31397	504	SAFE SPACES LLC	8/16/2013	165.47
31398	579	UNIVERSITY OF MARYLAND BALTIMO	8/16/2013	1,384.68
31399	542	WILLOUGHBY & ASSOCIATES INC	8/16/2013	280.00
31400	128	ADAMS CONSTRUCTION CO	8/22/2013	624.54
31401	9	AFLAC	8/22/2013	1,931.13
31402	84	ALTAVISTA JOURNAL	8/22/2013	477.50
31403	9999997	BRANZELLE, TIMOTHY	8/22/2013	32.09
31404	12	BRENTAG MID-SOUTH INC	8/22/2013	3,118.47
31405	409	DATABASE COMPUTER SYSTEMS INC	8/22/2013	945.00
31406	119	FOSTER ELECTRIC CO INC	8/22/2013	774.74
31407	52	HACH COMPANY	8/22/2013	609.17
31408	9999997	HAMMACK, DONNA F.	8/22/2013	22.47
31409	411	MANPOWER	8/22/2013	520.00
31410	423	NTELOS	8/22/2013	820.81
31411	447	PSYCHOLOGICAL HEALTH ROANOKE P	8/22/2013	205.00
31412	357	TOMMY MERRICKS	8/22/2013	175.00
31413	383	WATER CHEMISTRY INC	8/22/2013	140.00
31414	116	XEROX CORP	8/22/2013	206.93
31415	103	BEACON CREDIT UNION	8/28/2013	915.00
31416	427	CENTURYLINK	8/28/2013	2,242.34
31417	580	CHC OF VIRGINIA INC	8/28/2013	29,029.07
31418	32	CONTROL EQUIPMENT CO INC	8/28/2013	173.11
31419	36	DOMINION VIRGINIA POWER	8/28/2013	34,327.31
31420	43	FOSTER FUELS INC	8/28/2013	25,355.44
31421	57	ICMA RETIREMENT TRUST-457 #304	8/28/2013	1,575.00
31422	182	MID-ATLANTIC WASTE SYSTEMS	8/28/2013	2,097.92
31423	218	MINNESOTA LIFE	8/28/2013	170.14
31424	67	ORKIN PEST CONTROL LLC	8/28/2013	233.11
31425	124	TREASURER OF VA	8/28/2013	8,529.00
31426	92	UNIFIRST CORP	8/28/2013	884.86
31427	107	VIRGINIA MUNICIPAL LEAGUE	8/29/2013	605.00

NO. OF CHEKCS: 89

TOTAL CHECKS

291,720.22

Town of Altavista
 FY 2014 Revenue Report
 17% of Year Lapsed

General Fund Revenue	FY 2014 <u>Budget</u>	FY 2014 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2014 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
Property Taxes - Real Property	410,000	2,620	1	3,793	1	410,000
Public Service - Real & Personal	62,000	0	0	0	0	62,000
Personal Property	195,000	1,107	1	1,643	1	195,000
Personal Property - PPTRA	100,000	0	0	-8	0	100,000
Machinery & Tools	1,470,100	0	0	0	0	1,470,100
Mobile Homes - Current	500	0	0	2	0	500
Penalties - All Taxes	5,000	498	10	748	15	5,000
Interest - All Taxes	3,000	575	19	773	26	3,000
Local Sales & Use Taxes	125,000	12,254	10	24,656	20	125,000
Local Electric and Gas Taxes	100,000	9,303	9	26,550	27	100,000
Local Motor Vehicle License Tax	43,000	1,011	2	1,410	3	43,000
Local Bank Stock Taxes	160,000	0	0	0	0	160,000
Local Hotel & Motel Taxes	60,000	8,304	14	16,090	27	60,000
Local Meal Taxes	620,000	53,574	9	112,556	18	620,000
Audit Revenue	3,500	0	0	0	0	3,500
Container Rental Fees	1,000	0	0	0	0	1,000
Communications Tax	40,000	3,389	8	6,575	16	40,000
Transit Passenger Revenue	4,000	4	0	1,608	40	4,000
Business License Fees/Contractors	11,000	0	0	0	0	11,000
Business License Fees/Retail Services	110,000	90	0	90	0	110,000
Business License Fees/Financial/RE/Prof.	8,500	0	0	0	0	8,500
Business License Fees/Repairs & Person Svcs	16,500	0	0	0	0	16,500
Business Licenses Fees/Wholesale Businesses	1,800	0	0	0	0	1,800
Business License Fees/Utilities	8,000	0	0	0	0	8,000

Town of Altavista
 FY 2014 Revenue Report
 17% of Year Lapsed

General Fund Revenue (Continued)	FY 2014 <u>Budget</u>	FY 2014 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2014 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
Business License Fees/Hotels	1,300	0	0	0	0	1,300
Permits - Sign	1,000	120	12	280	28	1,000
Fines & Forfeitures - Court	20,000	1,632	8	2,833	14	20,000
Parking Fines	200	200	100	200	100	200
Interest and Interest Income	47,000	1,259	3	2,584	5	47,000
Rents - Rental of General Property	1,000	175	18	300	30	1,000
Rents - Pavilion Rentals	2,000	250	13	725	36	2,000
Rents - Booker Building Rentals	4,000	400	10	800	20	4,000
Rents - Rental of Real Property	45,000	4,624	10	10,848	24	45,000
Property Maintenance Enforcement	1,300	111	9	222	17	1,300
Railroad Rolling Stock Taxes	18,000	19,060	106	19,060	106	19,000
State DCJS Grant	75,000	0	0	0	0	75,000
State Rental Taxes	1,100	0	0	0	0	1,100
State/Misc. Grants (Fire Grant)	9,100	0	0	1,539	17	9,100
State/VDOT Contract Services	3,000	0	0	0	0	3,000
VDOT Police Grant for Overtime	8,100	0	0	0	0	8,100
State Transit Revenue	12,810	0	0	0	0	12,810
Campbell County Grants	57,100	0	0	0	0	57,100
Litter Grant	1,600	0	0	0	0	1,600
Fuel - Fire Dept. (Paid by CC)	3,700	0	0	1,701	46	3,700
VDOT TEA 21 Grant	0	0	0	0	0	613,680
VDOT LAP Funding	0	0	0	52,526	0	950,600
Federal Transit Revenue	78,300	2,213	3	5,584	7	78,300
Federal/Byrne Justice Grant	4,000	0	0	0	0	4,000
Federal/Bullet Proof Vest Partnership Grant	0	0	0	0	0	0
Misc. - Sale of Supplies & Materials	10,000	17,600	176	17,600	176	10,000
Misc. - Cash Discounts	200	0	0	0	0	200

Town of Altavista
 FY 2014 Revenue Report
 17% of Year Lapsed

General Fund Revenue (Continued)	FY 2014 <u>Budget</u>	FY 2014 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2014 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
Miscellaneous	13,000	604	5	1,644	13	13,000
Misc. - State Forfeiture Fund	0	0	0	0	0	0
Transfer In from General Fund (C.I.P.)	0	0	0	0	0	9,750
Transfer In from CIF	0	0	0	0	0	0
Transfer In from General Fund Design. Reserves	0	0	0	0	0	172,820
	<u>3,975,710</u>	<u>140,976</u>	<u>3.55</u>	<u>314,932</u>	<u>7.92</u>	<u>5,723,560</u>

Town of Altavista
Fund Expenditure Totals
FY 2014
17% of Year Lapsed

	<u>FY 2014 Budget</u>	<u>FY 2014 MTD</u>	<u>MTD % of Budget</u>	<u>FY 2014 YTD</u>	<u>YTD % of Budget</u>	<u>YTD Projections</u>
ALL FUNDS TOTAL						
Operations	5,667,080	442,923	8	827,153	15	5,921,480
Debt Service	0	0	0	0	0	0
CIP	686,400	14,572	2	14,572	2	3,354,150
Transfer Out to General Fund Reserve	411,280	0	0	0	0	0
Transfer Out to General Fund Reserve (Fire Dept.)	65,000	0	0	0	0	65,000
Transfer Out to Cemetery Reserve	25,000	0	0	0	0	25,000
Transfer Out to Enterprise Fund Reserve	<u>338,750</u>	<u>0</u>	0	<u>0</u>	0	<u>0</u>
ALL FUNDS - GRAND TOTAL:	<u>7,193,510</u>	<u>457,495</u>	<u>6</u>	<u>841,725</u>	<u>12</u>	<u>9,365,630</u>

Town of Altavista
Fund Expenditure Totals
FY 2014
17% of Year Lapsed

	<u>FY 2014</u> <u>Budget</u>	<u>FY 2014</u> <u>MTD</u>	<u>MTD % of</u> <u>Budget</u>	<u>FY 2014</u> <u>YTD</u>	<u>YTD % of</u> <u>Budget</u>	<u>YTD</u> <u>Projections</u>
GENERAL FUND (FUND 10)						
Council / Planning Commission						
Operations	33,530	1,749	5	4,392	13	33,530
Debt Service	0	0	0	0	0	0
CIP	0	0	0	0	0	0
Administration - TOTAL:	<u>33,530</u>	<u>1,749</u>	<u>5</u>	<u>4,392</u>	<u>13</u>	<u>33,530</u>
Administration						
Operations	709,900	46,824	7	152,900	22	709,900
Debt Service	0	0	0	0	0	0
CIP	<u>7,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>7,000</u>
Administration - TOTAL:	<u>716,900</u>	<u>46,824</u>	<u>7</u>	<u>152,900</u>	<u>21</u>	<u>716,900</u>
Non-Departmental						
Operations	865,580	16,774	2	67,099	8	718,110
Transfer Out to Cemetery Fund	-31,200	0	0	0	0	-31,200
Transfer Out to Enterprise Fund	0	0	0	0	0	-263,810
Transfer Out to General Fund Reserve	-411,280	0	0	0	0	0
Transfer Out to Gen. Fund Reserve (Fire Dept.)	<u>-65,000</u>	<u>-16,250</u>	<u>25</u>	<u>-16,250</u>	<u>25</u>	<u>-65,000</u>
Operations w/o Transfers Out	<u>358,100</u>	<u>524</u>	<u>0</u>	<u>50,849</u>	<u>14</u>	<u>358,100</u>
Debt Service	0	0	0	0	0	0
CIP	<u>6,000</u>	<u>14,572</u>	<u>243</u>	<u>14,572</u>	<u>243</u>	<u>1,681,000</u>
Non-Departmental - TOTAL:	<u>364,100</u>	<u>15,096</u>	<u>4</u>	<u>65,421</u>	<u>18</u>	<u>2,039,100</u>
Public Safety						
Operations	918,180	80,538	9	134,790	15	918,180
Debt Service	0	0	0	0	0	0
CIP	<u>48,500</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>58,250</u>
Public Safety - TOTAL:	<u>966,680</u>	<u>80,538</u>	<u>8</u>	<u>134,790</u>	<u>14</u>	<u>976,430</u>

Town of Altavista
Fund Expenditure Totals
FY 2014
17% of Year Lapsed

	FY 2014 Budget	FY 2014 MTD	MTD % of Budget	FY 2014 YTD	YTD % of Budget	YTD Projections
GENERAL FUND (FUND 10)						
Public Works						
Operations	954,400	83,360	9	131,237	14	954,400
Debt Service	0	0	0	0	0	0
CIP	<u>40,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>68,000</u>
Public Works - TOTAL:	<u>994,400</u>	<u>83,360</u>	<u>8</u>	<u>131,237</u>	<u>13</u>	<u>1,022,400</u>
Economic Development						
Operations	133,320	9,274	7	16,120	12	133,320
CIP	<u>129,400</u>	<u>24,412</u>	<u>0</u>	<u>24412.4</u>	<u>0</u>	<u>129400</u>
Economic Development - TOTAL:	<u>262,720</u>	<u>33,687</u>	<u>13</u>	<u>40,532</u>	<u>15</u>	<u>262,720</u>
Transit System						
Operations	85,400	10,148	12	14,978	18	85,400
Debt Service	0	0	0	0	0	0
CIP	<u>44,500</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>44,500</u>
Transit System - TOTAL:	<u>129,900</u>	<u>10,148</u>	<u>8</u>	<u>14,978</u>	<u>12</u>	<u>129,900</u>
GENERAL FUND TOTALS						
Operations	3,192,830	230,668	7	500,873	16	3,192,830
Debt Service	0	0	0	0	0	0
CIP	275,400	14,572	5	14,572	5	1,988,150
GENERAL FUND - GRAND TOTAL:	<u>3,468,230</u>	<u>245,240</u>	<u>7</u>	<u>515,445</u>	<u>15</u>	<u>5,180,980</u>

Town of Altavista
 Council / Planning Commission
 FY 2014 Expenditure Report
 17% of year Lapsed

<u>COUNCIL / PLANNING COMMISSION - FUND 10</u>	<u>FY 2014 Budget</u>	<u>FY 2014 MTD</u>	<u>MTD % of Budget</u>	<u>FY 2014 YTD</u>	<u>YTD % of Budget</u>	<u>YTD Projections</u>
Wages & Benefits	21,000	1,749	8	3,499	17	21,000
Other Employee Benefits		0	0	0	0	
Services	8,000	0	0	0	0	8,000
Other Charges	4,530	0	0	893	20	4,530
Materials & Supplies	0	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Total Expenditures	33,530	1,749	5	4,392	13	33,530

Town of Altavista
Administration
FY 2014 Expenditure Report
17% of year Lapsed

<u>ADMINISTRATION - FUND 10</u> <u>(Includes 2% Salary Range Adjustment & 2% COLA)</u>	<u>FY 2014</u> <u>Budget</u>	<u>FY 2014</u> <u>MTD</u>	<u>MTD % of</u> <u>Budget</u>	<u>FY 2014</u> <u>YTD</u>	<u>YTD % of</u> <u>Budget</u>	<u>YTD</u> <u>Projections</u>
Wages & Benefits	399,600	37,288	9	73,356	18	399,600
Other Employee Benefits	18,000	0	0	752	4	18,000
Services	145,300	3,916	3	48,267	33	145,300
Other Charges	119,900	2,032	2	26,883	22	119,900
Materials & Supplies	27,100	3,588	13	3,642	13	27,100
Capital Outlay	7,000	0	0	0	0	7,000
Total Expenditures	716,900	46,824	7	152,900	21	716,900

Town of Altavista
 Non-Departmental
 FY 2014 Expenditure Report
 17% of Year Lapsed

<u>NON-DEPARTMENTAL - FUND 10</u>	<u>FY 2014 Budget</u>	<u>FY 2014 MTD</u>	<u>MTD % of Budget</u>	<u>FY 2014 YTD</u>	<u>YTD % of Budget</u>	<u>YTD Projections</u>
CONTRIBUTIONS - OTHER CHARGES						
Other Charges - Misc.	48,600	0	0	5,000	10	48,600
<i>USDA Assistance</i>	0	0	0	0	0	0
<i>NABF Youth Baseball Tournament</i>	0	0	0	0	0	0
<i>Property Maintenance Enforcement</i>	5,000	0	0	0	0	5,000
<i>Business Development Center</i>	2,500	0	0	0	0	2,500
<i>Altavista Chamber of Commerce</i>	20,000	0	0	5,000	25	20,000
<i>Dumpster Reimbursement</i>	600	0	0	0	0	600
<i>Uncle Billy's Day Funding</i>	20,000	0	0	0	0	20,000
<i>Christmas Parade Liability Insurance</i>	500	0	0	0	0	500
Contribution - Altavista EMS	11,100	0	0	0	0	11,100
Contribution - Senior Center	1,000	0	0	0	0	1,000
Economic Development Incentives	52,000	0	0	0	0	52,000
Contribution - YMCA Recreation Program	100,000	0	0	25,000	25	100,000
Contribution - Altavista Fire Co.	9,100	0	0	0	0	9,100
Contribution - Avoca	16,900	0	0	4,225	25	16,900
Contribution - Altavista On Track (MS)	85,000	0	0	8,750	10	85,000
CONTRIBUTIONS - OTHER CHARGES - TOTAL	323,700	0	0	42,975	13	323,700
NON-DEPARTMENTAL - Non-Departmental						
Fuel - Fire Company	5,000	524	10	524	10	5,000
NON-DEPARTMENT - ND - TOTAL	5,000	524	10	524	10	5,000
NON-DEPARTMENTAL - SUBTOTAL	328,700	524	10	43,499	24	328,700
TRANSFER OUT						
Transfer Out - Cemetery Fund	31,200	0	0	0	0	31,200

Town of Altavista
 Non-Departmental
 FY 2014 Expenditure Report
 17% of Year Lapsed

	<u>FY 2014</u> <u>Budget</u>	<u>FY 2014</u> <u>MTD</u>	<u>MTD % of</u> <u>Budget</u>	<u>FY 2014</u> <u>YTD</u>	<u>YTD % of</u> <u>Budget</u>	<u>YTD</u> <u>Projections</u>
NON-DEPARTMENTAL - FUND 10						
Transfer Out - Enterprise Fund	0	0	0	0	0	263,810
Transfer Out - Library Fund	0	0	0	0	0	0
Transfer Out - General Fund Reserve	411,280	0	0	0	0	0
Transfer Out - CIF	0	0	0	0	0	0
Transfer Out - General Fund Reserve (Fire Dept.)	65,000	16,250	25	16,250	25	65,000
TRANSFER OUT - TOTAL	507,480	16,250	3	16,250	3	360,010
DEBT SERVICE						
Debt Service - Principal	0	0	0	0	0	0
Debt Service - Interest	0	0	0	0	0	0
DEBT SERVICE - TOTAL	0	0	0	0	0	0
MATERIALS & SUPPLIES - Non. Dept.						
Avoca Materials & Supplies	29,400	0	0	7,350	25	29,400
MATERIALS & SUPPLIES - TOTAL	29,400	0	0	7,350	25	29,400
NON-DEPARTMENTAL TOTAL - EXCLUDING CAPITAL	865,580	16,774	2	67,099	8	718,110
CAPITAL OUTLAY - Non-Departmental						
Capital Outlay - New	0	0	0	0	0	0
Replacement Improvements	0	5,739	0	5,739	0	907,900
Replacement Other than Buildings (Avoca)	6,000	0	0	0	0	6,000
Replacement Other than Buildings (VDOT LAP)	0	8,833	0	8,833	0	767,100
CAPITAL OUTLAY -TOTAL	6,000	14,572	243	14,572	0	1,681,000
NON-DEPARTMENTAL TOTAL - INCLUDING CAPITAL	871,580	31,346	4	81,671	9	2,399,110
NON-DEPARTMENTAL TOTAL - EXCLUDING TRANSFERS OUT	364,100	15,096	4	65,421	18	2,039,100

Town of Altavista
Public Safety
FY 2014 Expenditure Report
17% of Year Lapsed

<u>PUBLIC SAFETY - FUND 10</u> (INCLUDES 2% Salary Adjustment and 2% COLA)	<u>FY 2014</u> <u>Budget</u>	<u>FY 2014</u> <u>MTD</u>	<u>MTD % of</u> <u>Budget</u>	<u>FY 2014</u> <u>YTD</u>	<u>YTD % of</u> <u>Budget</u>	<u>YTD</u> <u>Projections</u>
Wages & Benefits	785,680	69,338	9	117,337	15	785,680
Other Employee Benefits	0	0	0	0	0	0
Services	5,900	205	3	205	3	5,900
Other Charges	40,300	5,130	13	9,377	23	40,300
Materials & Supplies	86,300	5,865	7	7,870	9	86,300
Capital Outlay	48,500	0	0	0	0	58,250
Total Expenditures	966,680	80,538	8	134,790	14	976,430

Town of Altavista
 Public Works
 FY 2014 Expenditure Report
 17% of Year Lapsed

	<u>FY 2014 Budget</u>	<u>FY 2014 MTD</u>	<u>MTD % of Budget</u>	<u>FY 2014 YTD</u>	<u>YTD % of Budget</u>	<u>YTD Projections</u>
PUBLIC WORKS - FUND 10						
(INCLUDES 2% Salary Adjustment and 2% COLA)						
Wages & Benefits	673,300	61,835	9	108,282	16	673,300
Other Employee Benefits	0	0	0	0	0	0
Services	8,500	180	2	260	3	8,500
Other Charges	25,600	1,331	5	1,737	7	25,600
Materials & Supplies	247,000	20,013	8	20,958	8	247,000
Debt Service	0	0	0	0	0	0
Capital Outlay	40,000	0	0	0	0	68,000
Total Expenditures	994,400	83,360	8	131,237	13	1,022,400

Town of Altavista
 Economic Development
 FY 2014 Expenditure Report
 17% of Year Lapsed

<u>ECONOMIC DEVELOPMENT - FUND 10</u> <u>(INCLUDES 2% Salary Adjustment and 2% COLA)</u>	<u>FY 2014</u> <u>Budget</u>	<u>FY 2014</u> <u>MTD</u>	<u>MTD % of</u> <u>Budget</u>	<u>FY 2014</u> <u>YTD</u>	<u>YTD % of</u> <u>Budget</u>	<u>YTD</u> <u>Projections</u>
Wages & Benefits	77,800	8,706	11	14,671	19	77,800
Other Employee Benefits	0	0	0	0	0	0
Services	14,700	423	3	673	5	14,700
Other Charges	35,320	140	0	771	2	35,320
Materials & Supplies	5,500	5	0	5	0	5,500
Capital Outlay	129,400	24,412	0	24,412	0	129,400
Total Expenditures	262,720	33,687	13	40,532	15	262,720

Town of Altavista
Transit System
FY 2014 Expenditure Report
17% of Year Lapsed

	<u>FY 2014</u> <u>Budget</u>	<u>FY 2014</u> <u>MTD</u>	<u>MTD % of</u> <u>Budget</u>	<u>FY 2014</u> <u>YTD</u>	<u>YTD % of</u> <u>Budget</u>	<u>YTD</u> <u>Projections</u>	
<u>TRANSIT SYSTEM - FUND 10</u>							
(INCLUDES 2% Salary Adjustment and 2% COLA)							
PERSONNEL-WAGES & BENEFITS							
010-6101-403.10-02	Salaries & Wages Regular	49,500	5,724	12	9,410	19	49,500
010-6101-403.10-04	Salaries & Wages - Overtime	0	0	0	0	0	0
010-6101-403.20-02	Benefits - FICA	3,800	438	12	721	19	3,800
010-6101-403.20-04	Benefits - VRS	2,600	211	8	420	16	2,600
010-6101-403.20-06	Benefits - Group Med. Ins.	0	0	0	0	0	0
010-6101-403.20-08	Benefits - Group Life Ins.	300	23	8	45	15	300
010-6101-403.20-10	Worker's Compensation	1,500	0	0	280	19	1,500
	WAGE & BENEFITS - TOTAL	57,700	6,396	11	10,876	19	57,700
SERVICES-PURCHASED,SHARED,INTERNAL							
010-6101-403.30-06	Advertising	2,400	0	0	0	0	2,400
010-6101-403.30-08	Maintenance Service Contracts	0	0	0	0	0	0
010-6101-403.30-14	Misc. Professional Services	300	0	0	0	0	300
010-6101-403.30-16	Physicals	800	0	0	0	0	800
	SERVICES - TOTAL	3,500	0	0	0	0	3,500
OTHER CHARGES							
010-6101-403.50-08	Telecommunications	1,200	76	6	157	13	1,200
010-6101-403.50-12	Motor Vehicle Insurance	1,500	0	0	264	18	1,500
010-6101-403.50-24	Subsistence & Lodging	500	0	0	0	0	500
010-6101.403.50-26	Conventions & Education	800	300	38	300	38	800
	OTHER CHARGES - TOTAL	4,000	376	9	720	18	4,000
MATERIALS & SUPPLIES							
010-6101-403.60-02	Office Supplies	300	0	0	7	2	300
010-6101-403.60-06	Fuel	17,000	2,009	12	2,009	12	17,000
010-6101-403.60-08	Vehicle & Equip. Repairs/Maint.	2,500	1,366	55	1,366	55	2,500
010-6101-403.60-14	Other Operating Supplies	100	0	0	0	0	100
010-6101-403.60-18	Supplies	300	0	0	0	0	300

Town of Altavista
Transit System
FY 2014 Expenditure Report
17% of Year Lapsed

	<u>FY 2014 Budget</u>	<u>FY 2014 MTD</u>	<u>MTD % of Budget</u>	<u>FY 2014 YTD</u>	<u>YTD % of Budget</u>	<u>YTD Projections</u>
MATERIALS & SUPPLIES - TOTAL	20,200	3,375	17	3,382	17	20,200
TRANSIT TOTAL - EXCLUDING CAPITAL	85,400	10,148	12	14,978	18	85,400
CAPITAL OUTLAY						
010-6101-403.82-02 Motor Vehicles - New	24,500	0	0	0	0	24,500
010-6101-403.82-06 Machinery & Equipment - New	20,000	0	0	0	0	20,000
CAPITAL OUTLAY - TOTAL	44,500	0	0	0	0	44,500
TRANSIT TOTAL - INCLUDING CAPITAL	129,900	10,148	8	14,978	12	129,900

Town of Altavista
Transit System
FY 2014 Expenditure Report
17% of Year Lapsed

<u>TRANSIT SYSTEM - FUND 10</u> (INCLUDES 2% Salary Adjustment and 2% COLA)	FY 2014 <u>Budget</u>	FY 2014 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2014 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
Wages & Benefits	57,700	6,396	11	10,876	19	57,700
Services	3,500	0	0	0	0	3,500
Other Charges	4,000	376	9	720	18	4,000
Materials & Supplies	20,200	3,375	17	3,382	17	20,200
Capital Outlay	44,500	0	0	0	0	44,500
Total Expenditures	129,900	10,148	8	14,978	12	129,900

Town of Altavista
 FY 2014 Revenue Report
 17% of Year Lapsed

Enterprise Fund Revenue	FY 2014 <u>Budget</u>	FY 2014 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2014 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
Interest/Interest Income	4,000	226	6	426	11	4,000
Water Charges - Industrial	825,400	90,075	11	152,927	19	825,400
Water Charges - Business/Residential	229,700	11,638	5	16,879	7	229,700
Water Charges - Outside Community	147,700	9,876	7	10,174	7	147,700
Water Charges - Water Connection Fees	1,200	0	0	350	29	1,200
Sewer Charges - Industrial	1,100,000	100,719	9	188,780	17	1,100,000
Sewer Charges - Business/Residential	229,200	10,859	5	17,480	8	229,200
Sewer Charges - Outside Community	1,900	0	0	350	18	1,900
Sewer Charges - Sewer Connection Fees	4,000	0	0	500	13	4,000
Sewer Charges - Sewer Surcharges	45,000	4,004	9	4,004	9	45,000
Charges for Service - Water/Sewer Penalties	3,500	1	0	1,146	33	3,500
Misc. Cash Discounts	200	4	2	4	2	200
Misc. Sale of Supplies & Materials	1,000	0	0	0	0	1,000
Miscellaneous	30,000	14,770	49	16,120	54	30,000
State Fluoride Grant	0	0	0	0	0	0
Transfer In from Fund 50 (CIP Designated Res)	0	0	0	0	0	381,340
Transfer In from Reserves (DEBT PAYOFF)	0	0	0	0	0	0
Transfer in From General Fund	<u>0</u>	<u>0</u>	0	<u>0</u>	0	<u>263,810</u>
ENTERPRISE FUND - REVENUE:	<u>2,622,800</u>	<u>242,172</u>	<u>9.23</u>	<u>409,140</u>	<u>15.60</u>	<u>3,267,950</u>

Town of Altavista
Fund Expenditure Totals
FY 2014
17% of Year Lapsed

ENTERPRISE FUND (FUND 50)	<u>FY 2014 Budget</u>	<u>FY 2014 MTD</u>	<u>MTD % of Budget</u>	<u>FY 2014 YTD</u>	<u>YTD % of Budget</u>	<u>YTD Projections</u>
Water Department						
Operations	885,900	82,445	9	135,179	15	885,900
Debt Service	0	0	0	0	0	0
CIP	135,000	0	0	0	0	466,200
Transfer Out	<u>169,375</u>					<u>0</u>
Water Department - TOTAL:	<u>1,190,275</u>	<u>82,445</u>	<u>7</u>	<u>135,179</u>	<u>11</u>	<u>1,352,100</u>
Wastewater Department						
Operations	1,137,150	102,063	9	148,704	13	1,166,050
Debt Service	0	0	0	0	0	0
CIP	126,000	0	0	0	0	749,800
Transfer Out	<u>169,375</u>					<u>0</u>
Wastewater Department - TOTAL:	<u>1,432,525</u>	<u>102,063</u>	<u>7</u>	<u>148,704</u>	<u>10</u>	<u>1,915,850</u>
ENTERPRISE FUND TOTAL						
Operations	2,023,050	184,508	9	283,884	14	2,051,950
Debt Service	0	0	0	0	0	0
CIP	<u>261,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	1,216,000
Transfer Out	<u>338,750</u>					<u>0</u>
ENTERPRISE FUND - GRAND TOTAL:	<u>2,622,800</u>	<u>184,508</u>	<u>7</u>	<u>283,884</u>	<u>11</u>	<u>3,267,950</u>

Town of Altavista
 Water Department
 FY 2014 Expenditure Report
 17% of Year Lapsed

	FY 2014 Budget	FY 2014 MTD	MTD % of Budget	FY 2014 YTD	YTD % of Budget	YTD Projections
WATER DEPARTMENT - FUND 50 (INCLUDES 2% Salary Adjustment and 2% COLA)						
Wages & Benefits	526,200	55,346	11	96,691	18	526,200
Other Employee Benefits	0	0	0	0	0	0
Services	38,450	3,964	10	6,609	17	38,450
Other Charges	162,250	9,998	6	15,873	10	162,250
Materials & Supplies	159,000	13,136	8	16,007	10	159,000
Debt Service	0	0	0	0	0	0
Capital Outlay	135,000	0	0	0	0	466,200
Transfer Out to Reserves	169,375					0
Total Expenditures	1,190,275	82,445	7	135,179	11	1,352,100

Town of Altavista
Wastewater Department
FY 2014 Expenditure Report
17% of Year Lapsed

WASTEWATER DEPARTMENT - FUND 50 (INCLUDES 2% Salary Adjustment and 2% COLA)	FY 2014 <u>Budget</u>	FY 2014 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2014 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
Wages & Benefits	643,900	64,289	10	110,484	17	643,900
Other Employee Benefits	0	0	0	0	0	0
Services	12,850	1,435	11	1,485	12	41,750
Other Charges	311,800	29,515	9	29,884	10	311,800
Materials & Supplies	168,600	6,824	4	6,851	4	168,600
Debt Service	0	0	0	0	0	0
Capital Outlay	126,000	0	0	0	0	749,800
Transfer Out	169,375					0
Total Expenditures	1,432,525	102,063	7	148,704	10	1,915,850

Town of Altavista
Fund Expenditure Totals
FY 2014
17% of Year Lapsed

State/Hwy Reimbursement Fund (Fund 20)	FY 2014 <u>Budget</u>	FY 2014 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2014 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
Operations	420,000	24,632	6	38,458	9	645,500
CIP	<u>150,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>150,000</u>
State/Hwy Water Department - TOTAL:	<u>570,000</u>	<u>24,632</u>	<u>4</u>	<u>38,458</u>	<u>7</u>	<u>795,500</u>

Cemetery Fund - Fund 90	FY 2014 <u>Budget</u>	FY 2014 <u>MTD</u>	MTD % of <u>Budget</u>	FY 2014 <u>YTD</u>	YTD % of <u>Budget</u>	YTD <u>Projections</u>
Operations						
Cemetery - Operations - Total:	31,200	3,115	10	3,938	13	31,200
Transfer Out - Cemetery Reserve	<u>25,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>25,000</u>
Cemetery Fund - TOTAL:	<u>56,200</u>	<u>3,115</u>	<u>6</u>	<u>3,938</u>	<u>7</u>	<u>56,200</u>

Town of Altavista
 FY 2014 State/Highway Fund
 17% of Year Lapsed

State/Highway Reimbursement Fund - Fund 20	<u>FY 2014 Budget</u>	<u>FY 2014 MTD</u>	<u>MTD % of Budget</u>	<u>FY 2014 YTD</u>	<u>YTD % of Budget</u>	<u>YTD Projections</u>
REVENUE						
Street & Highway Maintenance	570,000	0	0	0	0	570,000
Street & Highway Maintenance/Carry Over	0	0	0	0	0	225,500
Street & Highway Maintenance/Cash Discount	0	0	0	0	0	0
State/Highway Reimbursement Fund - GRAND TOTAL:	<u>570,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>795,500</u>
EXPENDITURES						
Maintenance - Other Maintenance	0	0	0	0	0	0
Maintenance - Drainage	26,000	2,323	9	5,603	22	54,100
Maintenance - Pavement	162,200	3,335	2	4,666	3	307,565
Maintenance - Traffic Control Devices	56,800	3,764	7	3,891	7	56,800
Engineering - Repairs & Maintenance	10,000	0	0	0	0	10,000
Traffic Control Operations	0	36	0	36	0	0
Road/Street/Highway - Snow & Ice Removal	40,000	0	0	0	0	56,000
Road/Street/Highway - Other Traffic Services	50,000	8,018	16	14,945	30	50,000
General Admin. & Misc. - Miscellaneous	75,000	7,157	10	9,317	12	111,035
State/Highway Reimb. Fund - Subtotal:	<u>420,000</u>	<u>24,632</u>	<u>6</u>	<u>38,458</u>	<u>9</u>	<u>645,500</u>
Improvements Other Than Buildings - New Engineering - New	150,000	0	0	0	0	150,000
State/Highway Reimb. Fund - Capital Outlay - Subtotal:	150,000	0	0	0	0	150,000
Transfer Out - General Fund Reserve						
State/Highway Fund - GRAND TOTAL:	<u>570,000</u>	<u>24,632</u>	<u>6</u>	<u>38,458</u>	<u>9</u>	<u>795,500</u>

Town of Altavista
 FY 2014 Cemetery Fund
 17% of Year Lapsed

Cemetery Fund - Fund 90	<u>FY 2014 Budget</u>	<u>FY 2014 MTD</u>	<u>MTD % of Budget</u>	<u>FY 2014 YTD</u>	<u>YTD % of Budget</u>	<u>YTD Projections</u>
REVENUE						
Permits/Burials	15,000	1,050	7	2,350	16	15,000
Interest/Interest Income	6,000	3	0	6	0	6,000
Miscellaneous/Sale of Real Estate	4,000	0	0	2,600	65	4,000
Miscellaneous/Misc.	0	0	0	0	0	0
Transfer In From General Fund	<u>31,200</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>31,200</u>
Cemetery Fund - GRAND TOTAL:	<u>56,200</u>	<u>1,053</u>	<u>7</u>	<u>4,956</u>	<u>81</u>	<u>56,200</u>
EXPENDITURES						
Salaries and Wages/Regular	9,500	799	8	1,297	14	9,500
Salaries and Wages/Overtime	500	0	0	130	26	500
Benefits/FICA	800	57	7	103	13	800
Benefits/VRS	1,100	65	6	124	11	1,100
Benefits/Medical	1,100	79	7	163	15	1,100
Benefits/Group Life	200	7	4	13	7	200
Other Charges/Misc. Reimb.	0	0	0	0	0	0
Materials/Supplies & Repairs/Maint.	18,000	2,108	12	2,108	12	18,000
Transfer Out/To Cemetery Reserve	<u>25,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>25,000</u>
Cemetery Fund - GRAND TOTAL:	<u>56,200</u>	<u>3,115</u>	<u>6</u>	<u>3,938</u>	<u>7</u>	<u>56,200</u>

Town of Altavista

Grand Total of all Investments and Deposits

\$ 10,651,753.84

Balance as of August 31, 2013

Non-Specific

Green Hill Cemetery	<u>491,971.15</u>	
General Fund Reserves		
Capital Improvement Program Reserves		3,027,149.24
Altavista EDA Funding	277,727.20 *	
VDOT TEA 21 Enhancement Match	<u>309,000.00</u>	
	586,727.20	
Enterprise Fund Reserves		
Capital Improvement Program Reserves		183,941.85
PCB Remediation	<u>626,288.83</u>	
Community Improvement Reserve	<u>0.00</u>	
Police Federal	<u>346.14</u>	
Police State	<u>8,608.61</u>	
Train Station	<u>2,265.16</u>	
Public Funds Money Market Accounts		5,395,657.63
Operating Checking Account (Reconciled Balance)	<u>328,798.03</u>	

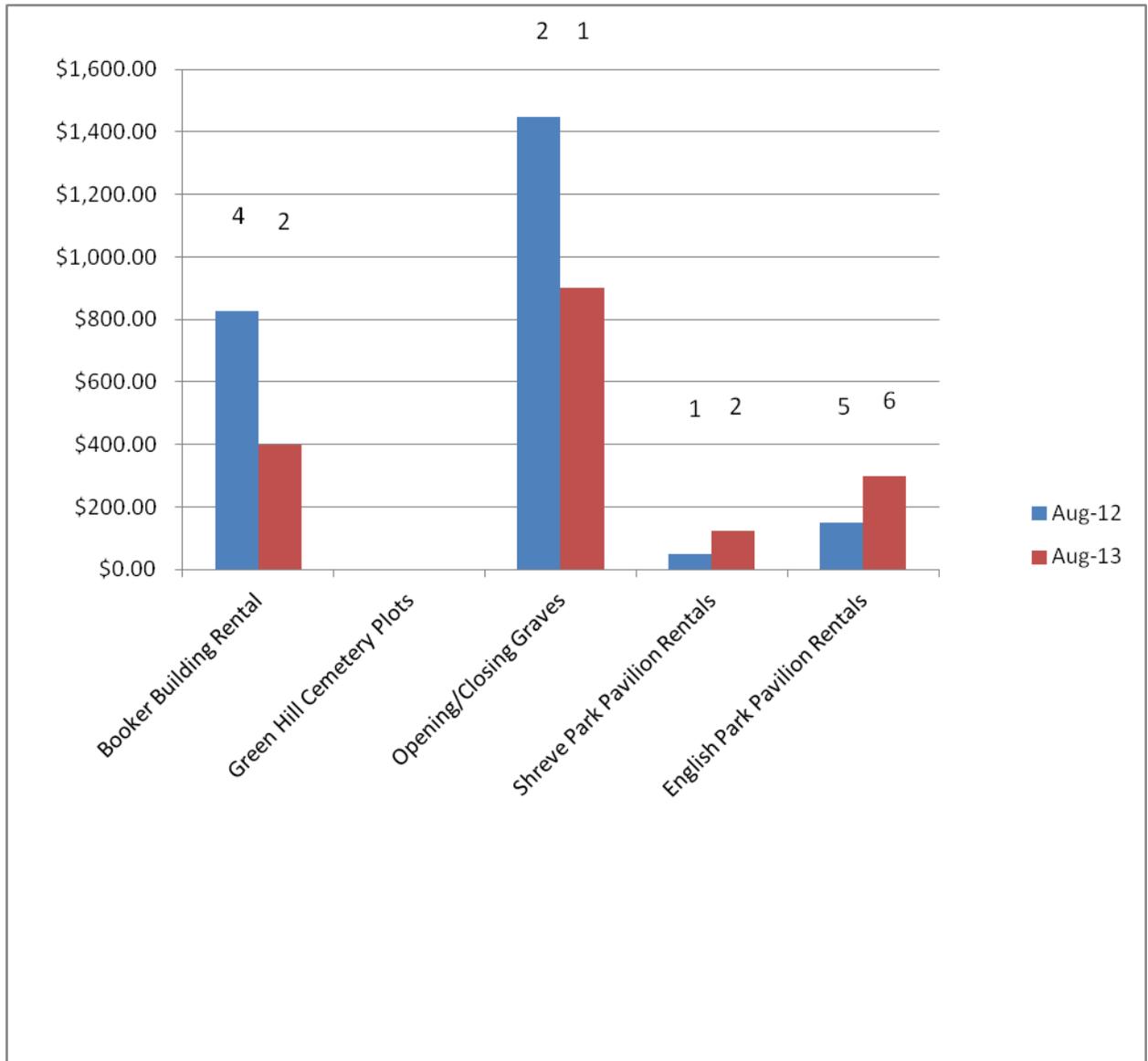
DESIGNATED FUNDS 2,045,005.12

Reserve Policy Funds (This figure will change w/audit)	8,606,748.72
	<u>-6,016,244.00</u>
UNDESIGNATED FUNDS	<u>2,590,504.72</u>

NOTES:	Earmarked CIP Reserve	
	Trash Truck - FY 2015	-184,000.00
	FY13 Carryover Needs	-2,922,150.00
	FY14 GF Projected Transfer out of Reserves to fund CIP	0.00
	FY14 EF Projected Transfer out of Reserves to fund CIP	0.00
	UNDESIGNATED RESERVE FUND BALANCE	<u>-515,645.28</u>

	<i>General</i>	<i>Enterprise</i>	<i>Total</i>
Policy \$	4,647,336	1,368,908	6,016,244

~ ADMINISTRATION ~



Town of Altavista

Monthly Business Activity Report

Date 8/31/2013

OPENED

Applicant Name	Mailing Address & Physical Address (if different)	Trade Name	Type of Business	Federal Id or SSN	Open Date
Emily Walker	615 Broad St	Emily Kathryn	Retail		8/31/2013

CLOSED

Applicant Name	Mailing Address & Physical Address (if different)	Trade Name	Personal Property Account # (if known)	Federal Id or SSN	Close Date

Monthly Report to Council

Date: September 10, 2013

To: Town Council

From: Dan Witt, Assistant Town Manager

Re: August 2013 Activity

1. Zoning/Code Related Matters:

1-Aug	038-13	Thomas Rosak, 327 11th Street			Renovations and Deck, 805 Lola Avenue
2-Aug	040-13	Edward Harris, 624 Riverview Dr.			12'x20' garden shed
6-Aug	037-13	Darryl Martin & Gary Elder 108 Vermont Ave Lynchburg, VA			Elders Upholstry, 1043 Lane Access Rd.
28-Aug	038-13	AT&T Mobility, Glenn Allen VA			Adding antennas to Melinda Dr. Tower
28-Aug	041-13	Connie Krantz, 203 Northgate Rd, Lynch Station, VA			The Cupboard Caff, 810 Main Street
29-Aug	039-13	Chester Jones, 3223 Chestnut Rd. Nathalie, VA			Dinos, 508 Pittsylvania Ave,

2. Site Plans Reviewed and/or Approved:

-

3. Planning Commission (PC) Related:

- Prepared agenda and packets for September 3, 2013 meeting and public hearing. Public hearing was to consider a rezoning request by Dominette Johnson “Diva” of Diva’s Hair Salon and Spa. She requested the parcel at 800 12th Street be rezoned from R2 to C1, which would allow her to continue to operate her business out of that site. Mr. Eller found some problems with the documentation provided and advised that the process start over, which staff will do.

4. AOT Related

- Attended Design/Economic Committee meeting on August 26th.

5. ACTS Relate

- Completed July billing reimbursement request to DRPT for operations.
- Validated daily ridership and revenue for bus system- see bus report.
- Completed online July monthly reporting to DRPT.
- Continued to work with KFH consultants in the development of the ACTS Transportation Development Plan. This plan will guide staff for the next 6 years as grant funding is applied for and it contains goals and objectives for ways to improve and expand ACTS service. Staff reviewed and provided comments for chapters 3-4 of the TDP.
- Participated in a DRPT DBE webinar on August 1st.

- Completed 6 month evaluation for new driver, Carlton Francis, who successfully completed his probationary period, August 31st.
- Attended and worked CTAV state conference in Fredericksburg August 13-15. Rural Transportation Assistance Program (RTAP) will provide grant funding to pay for participation.

6. Projects and Administrative Related:

- Updated GIC
- Town Council reports for September.
- Certified June monthly bank statements.
- Staffed August Project 5&6 update meeting and worked with staff, engineer and contractor administering this project. Met with business owners at Thrift Store, Vista Food, Central Baptist, and had phone conversations with others regarding the project.

NOTE: I hope to provide a project schedule update at the meeting on September 10th.

- Attended VDOT MAP-21 workshop in Farmville. Attached is a copy of the memo that I provided to the Town Manger for the Finance Committee that provides an overview of this meeting.
- Staff, both me and PD, has been dealing with vulture dispersion as the birds have come back to Franklin Avenue area. The application to continue killing up to the 35 birds per year was buried on the former Chief's desk and was not opened or processed in time to continue the permit which expired August 31st. Once I found the application and realized it had been laying there since June, I completed and resubmitted but there will be a delay receiving the new permit as the previous one expired. We can continue dispersing the birds but will be unable to kill any birds until a new permit is issued.

MEMORANDUM

To: Waverly Coggsdale, Town Manager
From: Dan Witt, Assistant Town Manager
Date: August 27, 2013
Re: MAP-21 Grant Application

VDOT's Transportation Alternatives Program (TAP) created the MAP-21 Transportation Bill which passed in July 2012. This is a new program that replaced the Transportation Enhancement Act (TEA-21), Safe Routes to School, and the Recreational Trails Program; combining these three programs into a single program.

On August 21st I attended a VDOT workshop in Farmville for MAP-21 to learn more about this grant program and the projects that might be eligible; the completion of the Town's streetscape project would be eligible. When I participated in the development of the original Master Plan in 2002-2003, a portion of the downtown project was overlooked; the sections of 7th and Main Streets between Broad Street and Bedford Avenue and the section of Bedford Avenue between 7th and Main Streets. Sidewalk replacements, needed stormwater improvements, better pedestrian access, and street lighting would all improve this area and 'complete' the downtown streetscape project.

Projects 5-6 will be completed in the next 3-6 months and applying for this grant, which will be awarded in June/July 2014, seems like good timing for the 'last' phase of our current project. As in the past, the MAP-21 is an 80/20 matching grant and based on the Town's past performance with implementing the TEA-21 grants, I believe we have the opportunity to develop a strong grant application. I have spoken with Kelly Hitchcock with Region 2000 and she is willing to assist the Town in writing the grant at no cost to the Town. The grant request would include engineering design, construction, and construction administration. The grant application is due on November 1, 2013, so time is short for completing the application.

I would request that the Public Works Committee recommend to Council for staff to work with Kelly to complete the MAP-21 grant application.

MEMO

To: Mayor Mattox & Members of Town Council
Fr: Megan A. Lucas, Economic Development Dir.
Date: September 2013
Re: Activity Report encompassing **August 2013**

Below are my activities relating to the AEDA's six components for the first year action plan.

1. **Capacity Building** – Establish a full-time economic developer position, in January, 2012. **Status: complete**
2. **Networking** – The economic development director will build relationships with local (Altavista Area Chamber of Commerce, Altavista On Track, Virginia Technical Institute, etc.), regional (Region 2000, utilities, CVCC, CAER, etc.), and statewide (Virginia Economic Development Partnerships, Tobacco Commission, etc.) organizations that will assist and support Altavista economic development with different resources **Status: Active**

Altavista Chamber ED Meeting
Meeting with Bill McBratney
Meeting with Graham Packaging
Town Council Meeting
Meeting & Community Tour Faith McLintock
AOT ER Committee Mtg.
Record "It's Your Business" x2
Interviewed 7 Web/brand/logo Companies
Region 2000 Economic Dev. Meeting
Meeting with Bart Smith SBDC

Meeting with Keith Harkins, VT1 x2
Attended SEDC Conf. in Tulsa, OK
AOT Board Meeting
Center for Adv. Manuf. Strategic Meeting
EDA Meeting
Altavista Chamber Business Expo
Website/Brand/logo Selection Team Meeting
Lunch with Mayor Mattox
Meetings at Moore's

3. **Existing Business Retention and Expansion** - An aggressive business visitation and follow-up effort will be developed, including visiting 26 businesses and assisting in the creation of 50 full-time expansion jobs in the first year. **Status: Active**
4. **Develop Products**—Procure by purchase and/or option one or more 20+ acre sites and partner with the owner of the Lane building on a redevelopment program, to ensure locations for expanding local firms and/or new businesses). Broaden local incentives. **Status: Active**, working on a land inventory and evaluation: held incentive workshop
5. **Marketing** – Develop the following plan fundamentals in the first year: (1) Agree on types of businesses the Town wants to pursue, (2) Ask existing businesses to identify prospects; and (3) Prepare a comprehensive economic development website, publish a fact sheet, begin a branding effort, and initiate cooperative marketing with Campbell County. **Status: Active**
 - Recorded "It's Your Business" monthly radio show on AM1000: The radio show is going from monthly to weekly in an effort to get a bit more traction, so be sure to tune in every Saturday morning at 9:00 AM at least throughout the summer. Guests in August: Rex Hammond, Lynchburg Chamber of Commerce and Nick Bailey interview me as a one year wrap up.
 - Dropped the website/brand/logo RFP, received 16 proposals from Virginia firms as well as several firms from across the country. The selection team (Rayetta Webb, Waverly Coggsdale, Mike Lobue, Jo Kelley and I) reviewed the proposals, developed a short list and conducted interviews Aug. 28-30.
 - Developing plan for community-wide marketing campaign.
6. **Encourage Entrepreneurism** – Pursue agreements with Virginia Technical Institute for use of vacant space and with Chamber of Commerce and the Business Development Center for technical support to aid new or early stage small businesses with growth potential. **Status: active**



MONTHLY POLICE REPORT SYNOPSIS

MONTH OF AUGUST, 2013

CRIME STATISTICS - August 1, 2013 thru August 31, 2013

Crimes Against Persons

For the Month of August, the Town of Altavista Community experienced 3 incidents or a 25.00% decrease of Crimes Against Persons compared to 4 incidents or from last year during the same time duration.

- 1 Sexual Assault
- 2 Simple Assault

Property Crimes

For the Month of August, the Town of Altavista Community experienced 8 incidents or a 61.90% decrease of Property Crimes compared to 21 incidents last year during the same time duration.

- 1 Destruction/Damage/Vandalism of Property
- 3 Shoplifting
- 2 Theft from Motor Vehicle
- 2 All Other Larceny

Quality of Life Crimes

For the Month of August, the Town of Altavista Community experienced 8 incidents or a 0.00% decrease of Quality of Life Crimes compared to 8 incidents during the same time duration.

- 2 Drunkenness
- 1 Family Offenses, Nonviolent
- 1 Runaway
- 1 Trespass of Real Property
- 4 All Other Offenses

CRIME STATISTICS - January 1, 2013 thru August 31, 2013 Y.T.D.

Year to date, the Town of Altavista experienced 35 incidents or a 2.94% increase of Crimes Against Persons compared to 34 incidents last year during the same time duration.

- 2 Robbery
- 1 Sexual Assault with an Object
- 1 Forcible Fondling
- 4 Aggravated Assault
- 27 Simple Assault



Year to date, the Town of Altavista experienced 46 incidents or a 22.03% decrease of Property Crimes compared to 59 incidents last year during the same time duration.

- 3 Burglary/ Breaking & Entering
- 1 Motor Vehicle Theft
- 2 Embezzlement
- 3 Destruction/ Damage/ Vandalism of Property
- 1 Purse Snatching
- 15 Shoplifting
- 3 Theft From Building
- 8 Theft from Motor Vehicle
- 10 All Other Larceny

Year to date, the Town of Altavista experienced 129 incidents or a 43.33% increase of Quality of Life Crimes compared to 90 incidents last year during the same time duration.

- 1 Weapon Law Violations
- 51 Drug/ Narcotic Violations
- 2 Driving Under the Influence
- 16 Drunkenness
- 8 Family Offenses, Nonviolent
- 2 Runaway
- 4 Trespass of Real Property
- 45 All Other Offenses

Major Crimes Statistics *(Combining Crimes Against Persons & Property Crimes = Major Crimes)*

For the Month of August, the Town of Altavista Community experienced 11 incidents or a 56% decrease in Major Crimes compared to 25 incidents last year during the same time duration.

Year to date, the Town of Altavista experienced 93 incidents or a 16.2% decrease in Major Crimes compared to 111 incidents last year during the same time duration.

The above statistics depict “Simple Assaults” as the most frequent occurrence of criminal activity the Town of Altavista experienced during the month of August.

CALLS FOR SERVICE - August 1, 2013 thru August 31, 2013

The Altavista Police Department was dispatched to 382 Calls for Service or a 29.1% increase compared to 296 C.F.S. last year during the same time duration.

CALLS FOR SERVICE - January 1, 2013 thru August 31, 2013- Y.T.D.

The Altavista Police Department was dispatched to 2655 Calls for Service or a 5.3% increase compared to 2521 C.F.S. last year during the same time duration.



CRIMINAL ARRESTS EXECUTED - August 1, 2013 thru August 31, 2013

The A.P.D. executed 23 criminal arrests or a 53.3% increase compared to 15 criminal arrests last year during the same duration.

CRIMINAL ARRESTS EXECUTED - January 1, 2013 thru August 31, 2013- Y.T.D.

The A.P.D. executed 170 criminal arrests or a 35% increase compared to 126 criminal arrests last year during the same duration.

TRAFFIC CITATIONS ISSUED - August 1, 2013 thru August 31, 2013

The A.P.D. issued 13 traffic summons or a 0% change compared to 13 traffic summons issued last year during the same time duration.

TRAFFIC CITATIONS ISSUED - January 1, 2013 thru August 31, 2013 Y.T.D.

The A.P.D. issued 304 traffic summons or a 38.8% increase compared to 219 traffic summons issued last year during the same time duration.

OFFICER OF THE MONTH – August , 2013

The Altavista Police Department has selected Officer C.A. Swearingen as the Officer of the Month for the month of August 2013. During the month Officer Swearingen led the department in the number of arrests made and traffic summonses issued for violations of the law. Swearingen also led the department in the number of citizen and merchant contacts showing his dedication to community oriented policing. Swearingen works very diligently to clear criminal investigations assigned to him and maintains a high case clearance rate. Swearingen consistently maintains a positive attitude while performing his duties.

PERSONNEL TRAINING

Four hundred forty-one (441) hours of training were afforded to police personnel during the month of August, 2013. Blocks of instruction pertained to the following training subjects: Canine Training, Case Law, Code Section Training, Defensive Tactics, Field Training, Firearms Training, Forensic Training, General In-house Training, Legal Update Training, Motor Carrier Training, New Laws Training, Policy and Procedure Training, Tactical Training, TASER Training, and Use of Force Training.

WHAT'S NEW

The police department assisted the Altavista Fire Company and OSHA with the trench cave-in incident on Main Street which occurred on 22 August 2013. The department's crime scene technician photographed the scene for OSHA. Officers also assisted with traffic control during and after the event.

The police department will be partnering with other town departments to implement a reporting system for the resolution of matters relating to quality of life.



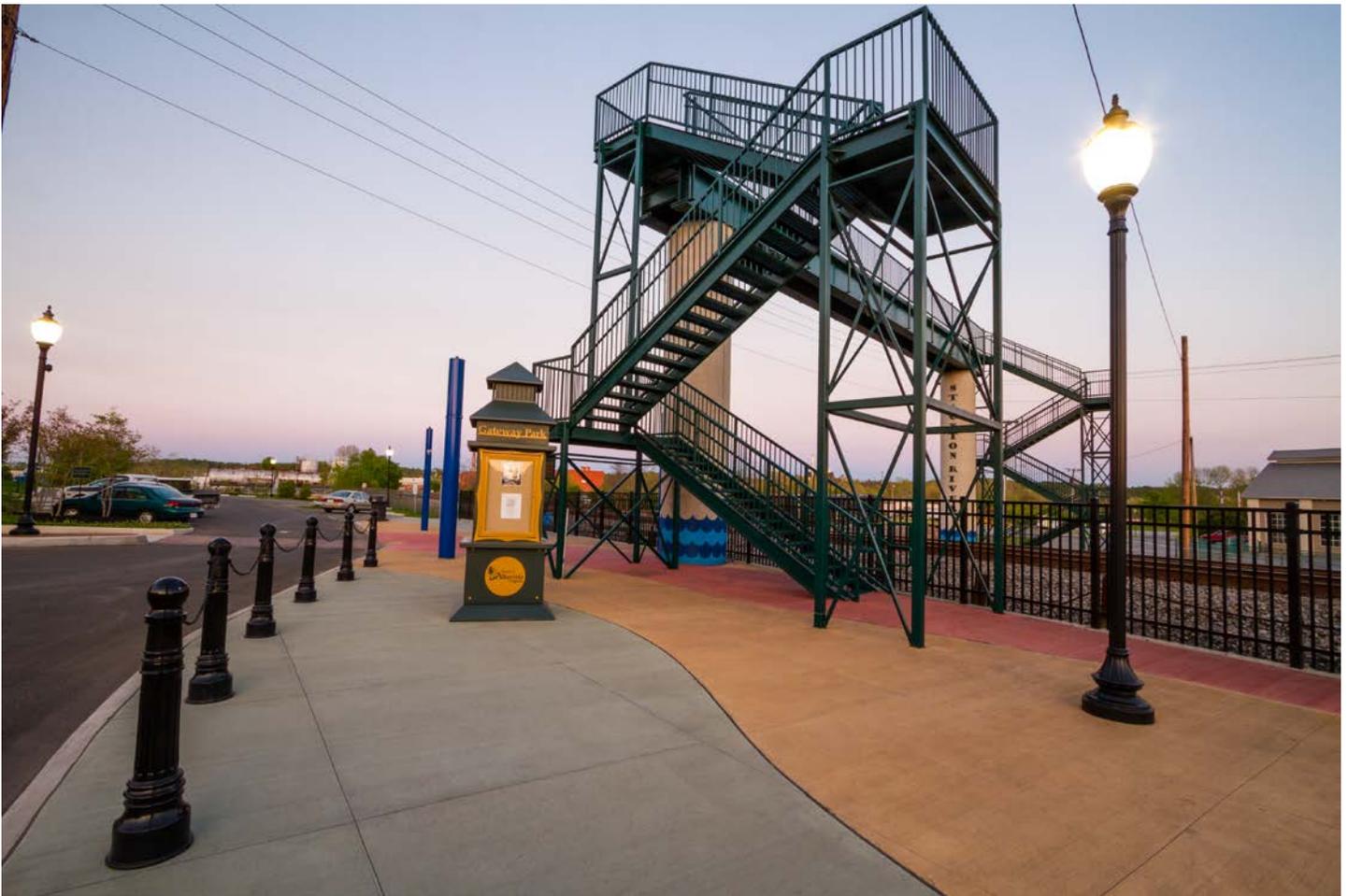
The broken windows theory points out the demoralizing effect that blight properties, vandalism, malfunctioning street lights and signs, poor street conditions, and general decay have on our communities. (Wilson and Kelling, 1982). While there may be academic debate over whether such issues lead to an increased level of crime, there is a consensus that they are powerful generators of public fear and neighbourhood decline (Skogan, 2006). Police services should attempt to reduce public fear of crime and increase quality of life by reporting and documenting blight properties, vandalism, malfunctioning street lights and signs, and poor street conditions. By reducing fear of crime and taking proactive steps to increase quality of life issues, the police may be able to gain greater appreciation within the community.

Each Quality of Life report will be assigned a call for service. The report will then be forwarded to the appropriate department by e-mail and by telephone. The call for service will then be documented in a daily quality of life log. These will be tallied each month and added to the police department's monthly report.

Information compiled for this report was taken from the Altavista Police Department's Monthly Report.

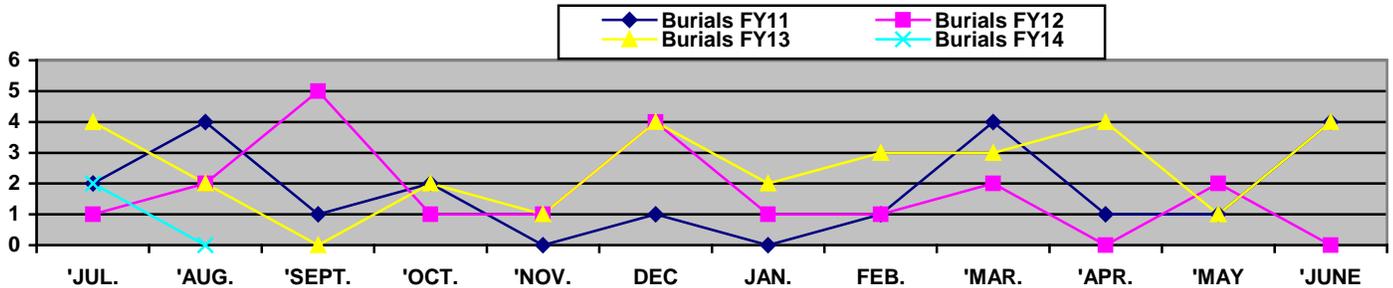
PUBLIC WORKS MONTHLY REPORT

For: August 2013



CEMETERY

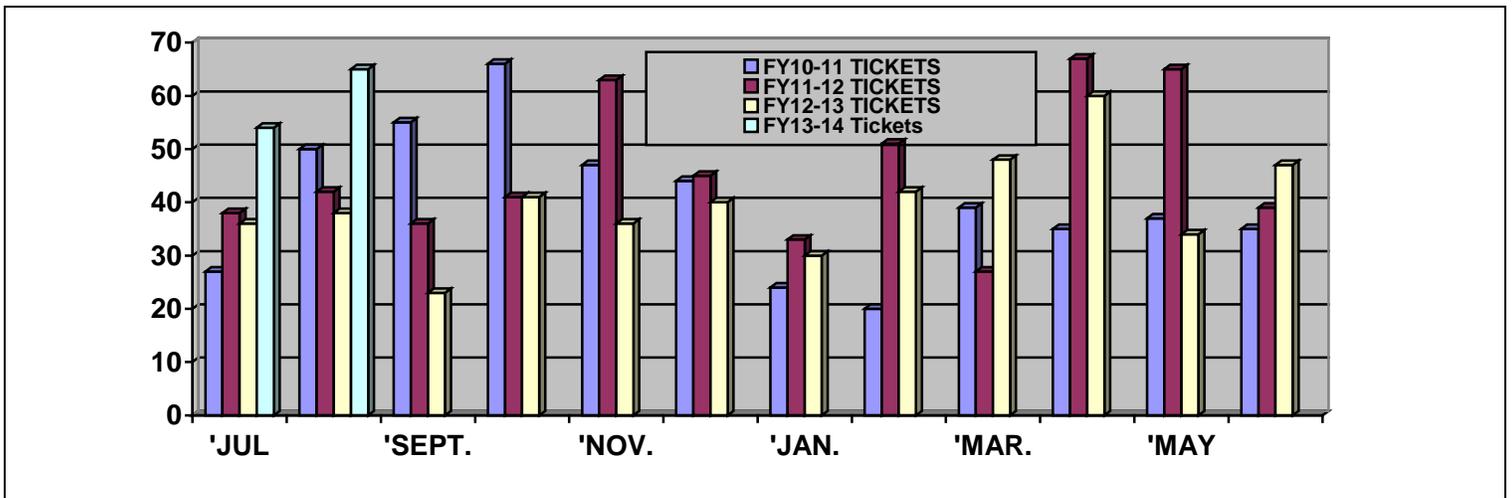
❖ BURIALS: 0



Buildings & Grounds Maintenance

❖ PARKS:

❖ MISS UTILITY TICKETS (65)



REFUSE & BRUSH & SPECIAL PICKUPS

- ❖ Total solid waste tonnage for the month 86.90 tons.
- ❖ Total brush stops for the month. (188) Stops
- ❖ Total brush loads for the month. (13) Loads
- ❖ Total special pickup tonnage for the month 13.98 tons. (122) Stops
- ❖ Total weekend truck tonnage for the month 5.55 tons. (4) Trucks

SEWER & WATER

- ❖ Sewer Service (Blockage): Schrader Bridgeport Frazier Road
- ❖ Sewer Service (Video): Main St. and Pittsylvania Ave. (576'/4 Manholes) Streetscape Project
- ❖ Sewer Maintenance: Water Treatment Plant
- ❖ Sewer (Install) Service: 1320 4th St., 102 Frazier Road, 1320 4th St.

Total Linear Footage (Video): 576' / 4 Manholes

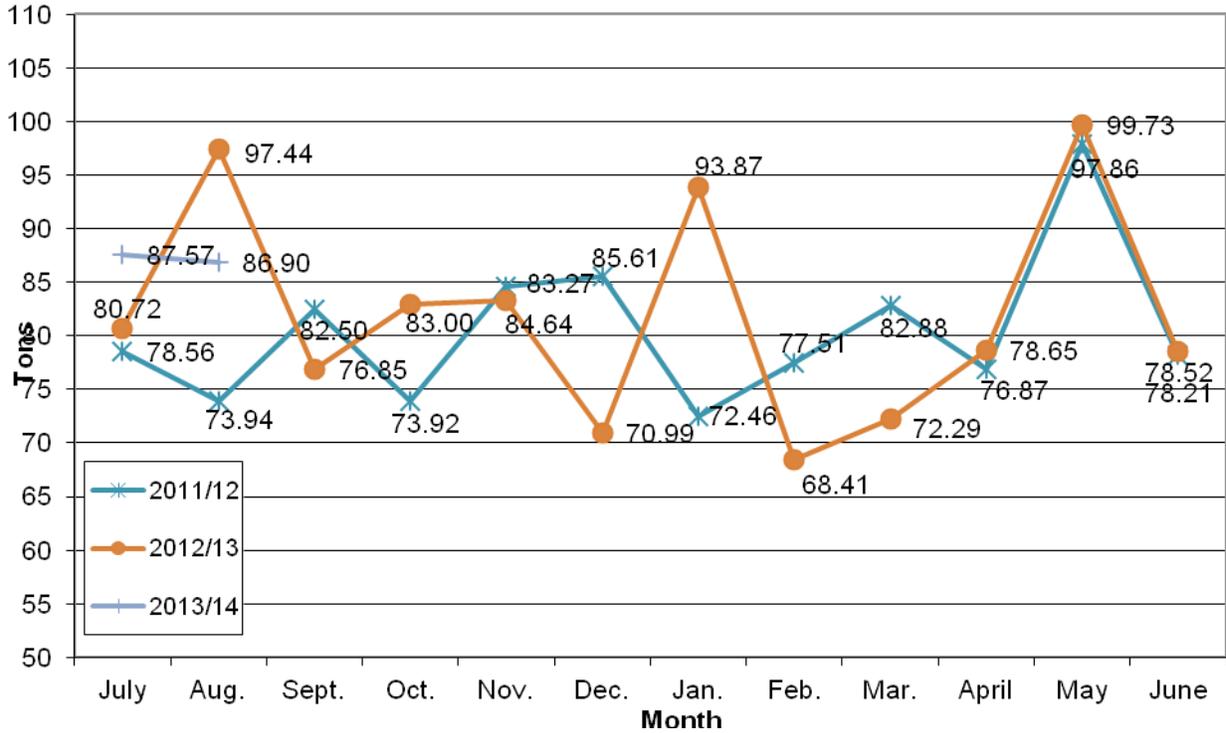
Emergency Overflow Pond - PCB Remediation 5.50 Reg. Hrs.

- ❖ Water (Repair): Reynolds Springs, 7th St. Streetscape Project, 1238 Lynch Road, 1205 Bedford Ave.,
- ❖ Water (Maintenance): 316 Myrtle Lane, Lakewood Subdivision, 1212 Lynch Road
- ❖ Water (Install): Reynolds and McMinnus Springs Sample Stations, 52 Gibson Road, 1339 Tardy Mountain Road, 2414 Lynch Road, 1322 4th St.

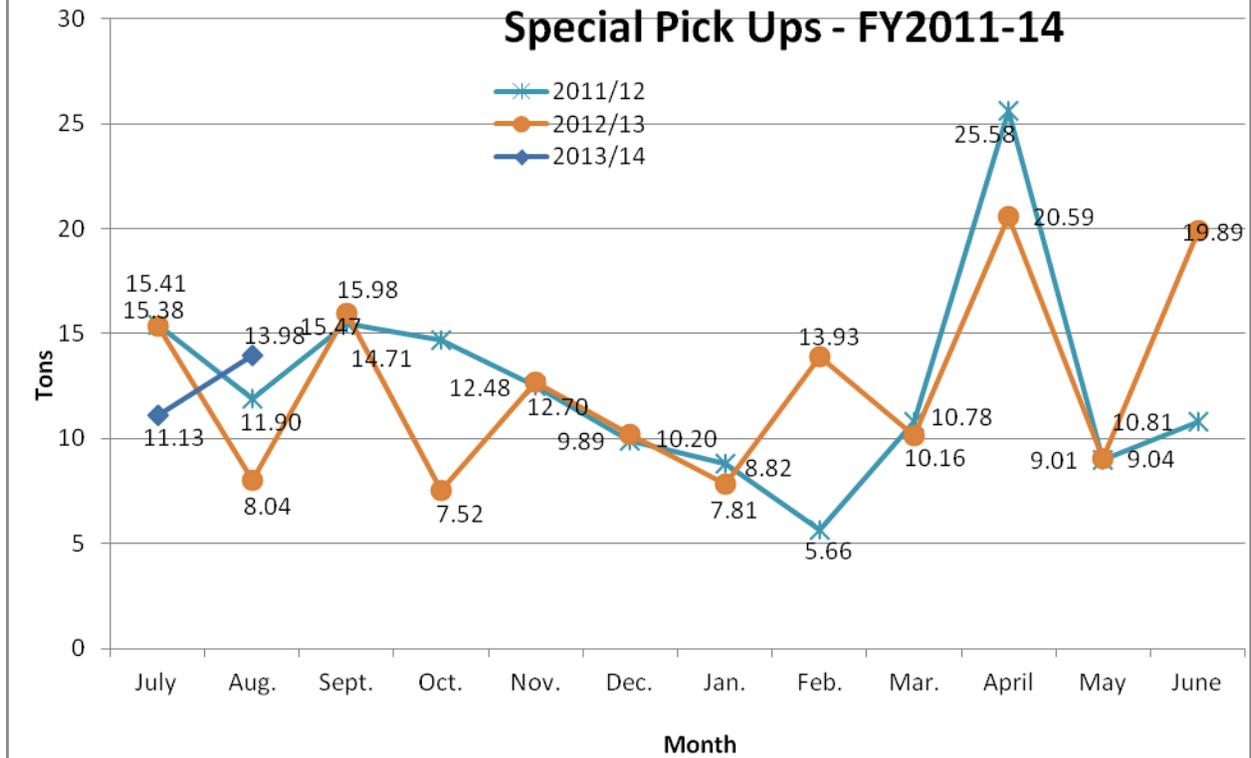
STREET MAINTENANCE

- ❖ Weekly Street Sweeping: (43) Highway/ (64) Streets Miles
- ❖ Bags of Litter: (32) Highway / (12) Streets
- ❖ Weed Control: 110 Gals. (Parks), 40 Gals. (B&G), 75 Gals. (Hwy), 75 Gals. (Streets)
- ❖ Asphalt Tonnage: (76.44) Tons Highway, (1.16) Tons Streets
- ❖ Stone Tonnage: (35.89) Tons Highway - CR Shoulder Stone

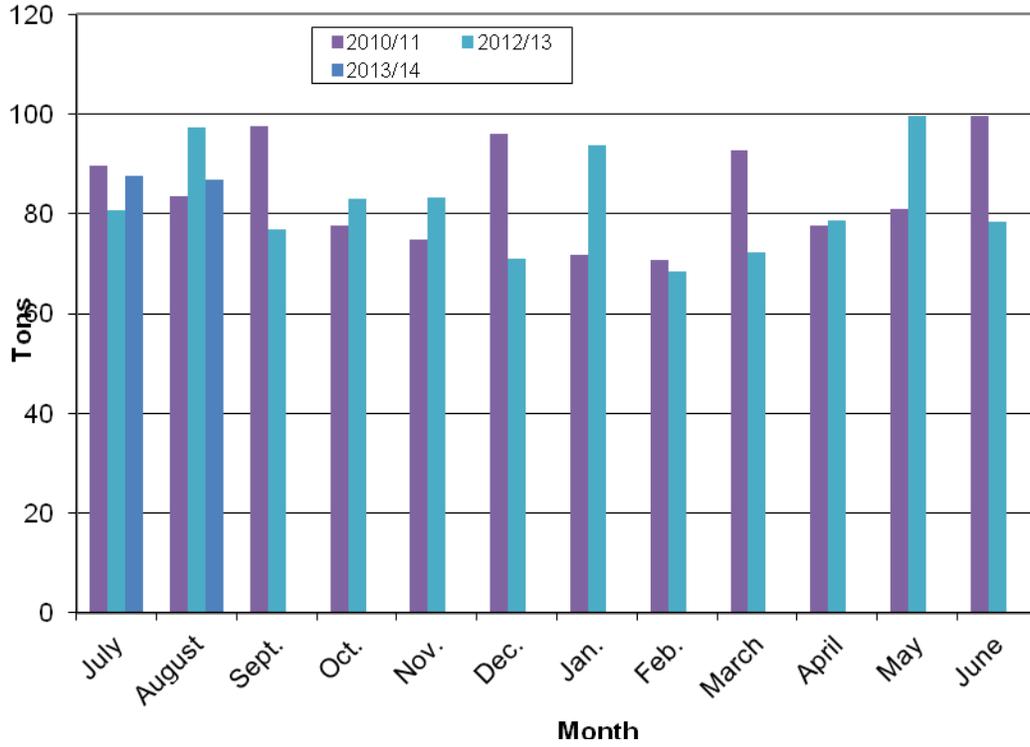
Town of Altavista - Public Works SOLID WASTE DISPOSAL FY2011-14



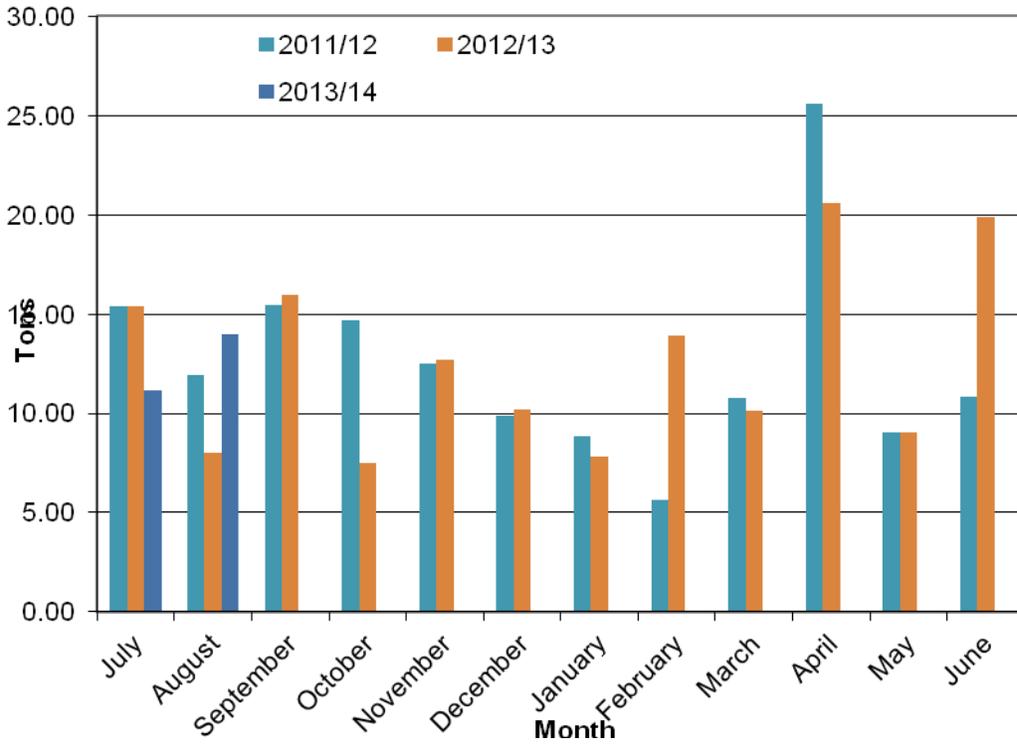
Town of Altavista - Public Works Special Pick Ups - FY2011-14



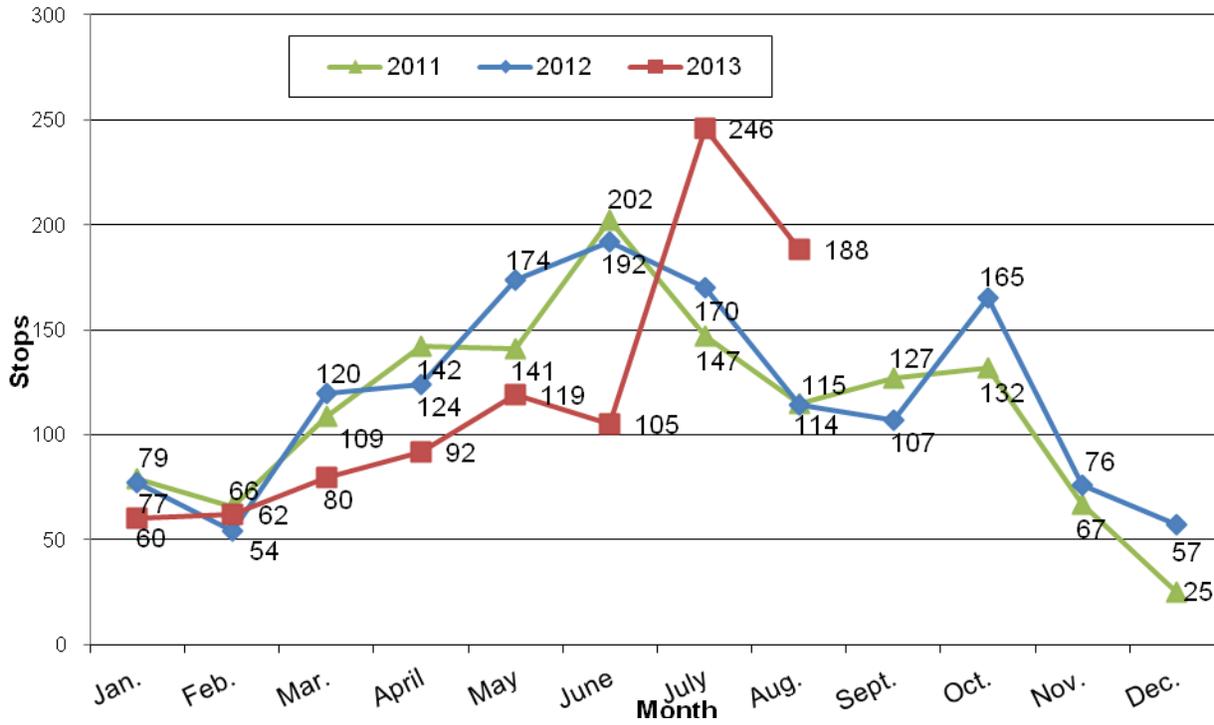
Solid Waste Comparison



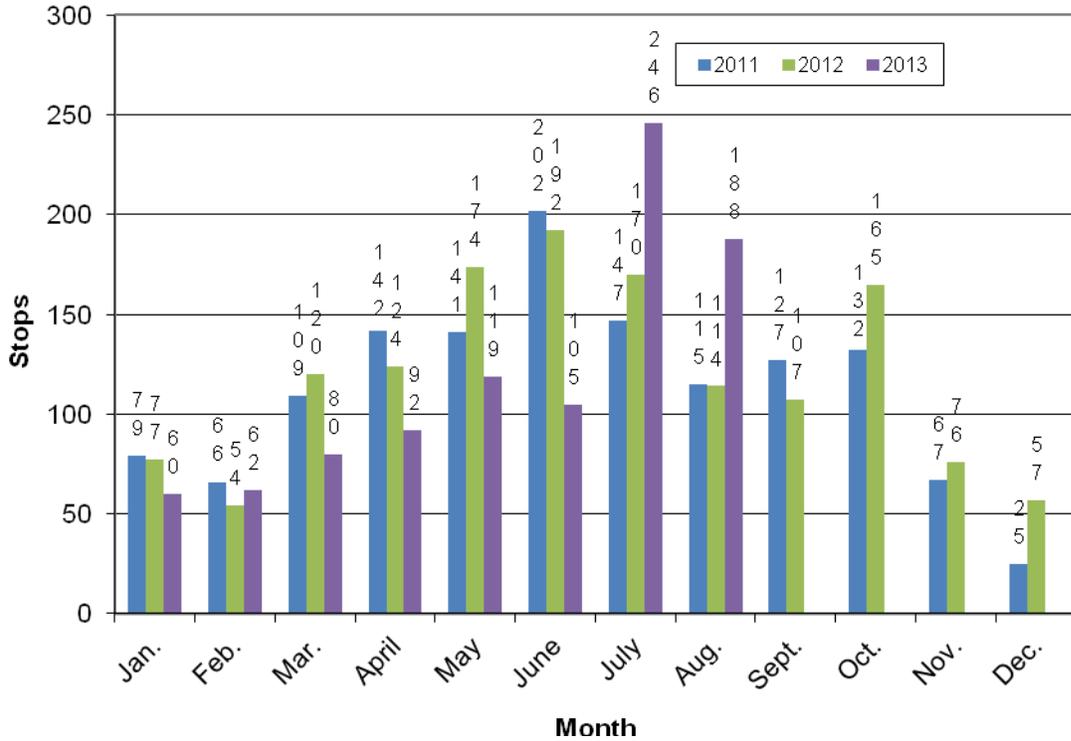
Special Pick Up Comparisons



Town of Altavista - Public Works Brush Pick Ups



Brush Comparison



Transportation Department Monthly Report- AUGUST 2013

July 1, 2013- June 30, 2014

<u>Month</u>		<u>Total # Riders</u>	<u>Average Daily Riders</u>	<u>Monthly Miles</u>	<u>Monthly Revenue</u>
July	2013	1,956	82	3,910	\$ 400.00
August		2,231	91	3,963	\$ 400.00
Total YTD		4,187	82	7,873	\$ 800.00

<u>Comparison FY2013</u>	<u>Monthly Riders</u>	<u>Percent Change</u>
12-Jul	1,850	6%
12-Aug	1,962	14%

WASTEWATER

August 2013

SUMMARY

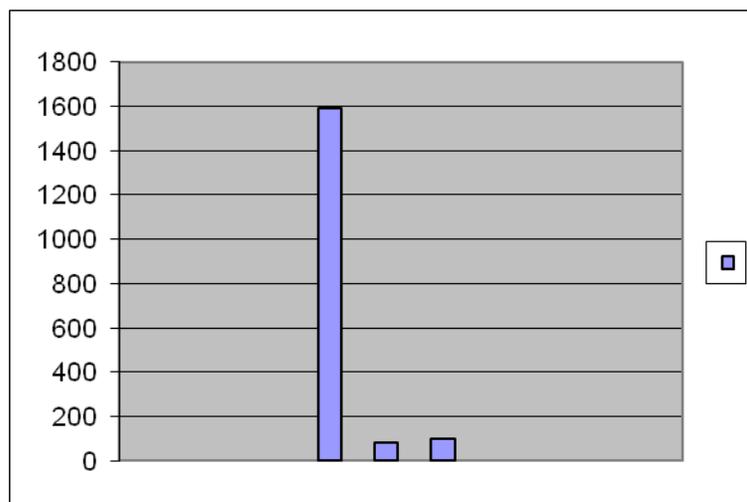
- Submitted DCLS Corrective Action Plan addressing 2013 site assessment
- Normal Maintenance to PCB test pads in Pond
- Utility Committee Meeting
- Discussed Dominion bottom ash discharge with DEQ
- Responded to Dominion request to discharge bottom ash to the Town's WWTP
- Conducted the first sampling event for the VPDES Permit Renewal process
- Abbott annual 2 week shutdown during which they cleaned there neutralization basin
- Sampled industrial users for surcharge and permit compliance
- Normal plant operation and maintenance
- 91 wet tons of sludge processed
- Treated 55.51 million gallons of water

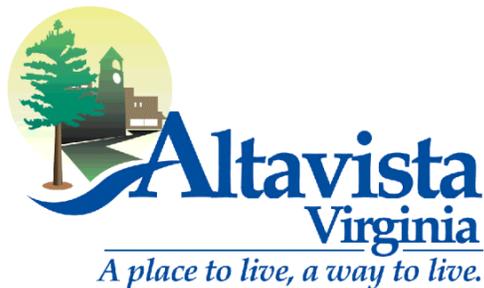
August 2013

1593 Man Hours Worked

80 Sick Leave

98 Vacation Hours





August 22, 2013

Robert M. Bisha
Director, Environmental Business Support
Dominion Resource Services, Inc.
5000 Dominion Boulevard
Glen Allen, VA 23060

RE: Power Station Bottom Ash Discharge

Dear Mr. Bisha:

The Town of Altavista has reviewed Dominion's request for the power plant located at Wood Lane in the Town of Altavista to discharge water from the bottom ash handling system. The data package submitted to the Town was a sample taken after 14 days of concentration. This sample indicated levels of metals, hardness, pH and other parameters at elevated levels of concern.

In our telephone conversation, you indicated that the discharge would be a continuous flow discharge with expected lower concentrations. The data submitted to the Town would require significant pretreatment in order to be accepted.

The Town of Altavista would need to review data of exactly what you are purposing to discharge, at what rate and at what concentration before a proper assessment of the discharge can be conducted. The Wastewater facility is not designed to conduct a field loading study to determine the rate and concentration level the discharge should

operate.

If the discharge is determined to be acceptable by the Town of Altavista, there are other issues that would need to be addressed under the Town's Pretreatment Program. These may include, but not limited to, permanent monitoring equipment to include refrigerated sampling device and continuous flow monitoring with data recording.

The Town of Altavista will be happy to meet with Dominion representatives to discuss this issue in further detail or have an Engineering firm review data at Dominion's cost.

If further information is required please contact me at (434) 369-6284 or by e-mail at sbond@altavistava.gov.

Sincerely,

Stephen M. Bond
Plant Manager
Wastewater Treatment Plant

Water Department Report August, 2013

Water Production:

Water Plant: 43.1 million gallons of raw water treated.

Water Plant: 29.9 million gallons of finished water delivered.

Mcminnis Spring: 9.4 million gallons of finished water treated.

Mcminnis Spring: average 302,000 gallons per day and run time hours 17 a day.

Reynolds Spring: 4.6 million gallons of finished water treated.

Reynolds Spring: average 182,000 gallons per day and run time hours 12 a day.

Water Purchased:

Campbell County Utility and Service Authority:

Water Sold:

Town of Hurt

Water Plant Averages for August, 2013:

Weekday: **13.1hrs** / day of production

1,479,000 gallons treated / day

Weekends: **10.3hrs** / day of production

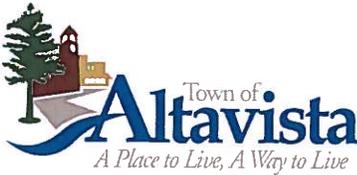
1,115,000 gallons treated / day

Special Projects:

- Note: Abbott down plant shutdown from the 3rd to 14th of August.
- Repaired PRV valve at Lakewood.
- Reynolds Spring out of service 17th to the 22nd of August.

Water Plant

- Replaced mixer 2 and 10 drive units controllers.
- Cleaned basins 1-5.
- Painting 1st. floor at Plant.
- EPA changed the turbidity level for both springs from <200 to < 100 NTU for the raw water as of 1st.of July 2013. We are now required to sample each spring every Wednesday until further notice.



FINANCE/HUMAN RESOURCES COMMITTEE REPORT



The Finance/Human Resources Committee met on Tuesday, September 3rd to discuss items that had been placed on their agenda. The following items are submitted for Council's review/consideration:

I: Virginia Retirement System (VRS) Hybrid Retirement Plan and Disability Program
(Action Requested)

Attached is a memorandum from Tobie Shelton, Finance Director, regarding the new Virginia Retirement System (VRS) Hybrid Retirement Plan that will become effective on January 1, 2014. As outlined in the memo, an employee's VRS plan will be determined by their date of hire and all new employees, after January 1, 2014, will be under the Hybrid Plan. Under the Hybrid Plan, the disability retirement coverage will cease to exist, therefore creating the necessity to provide this coverage under a different mechanism. Per the memo, there are options for providing this coverage and staff is assessing those options. At this time, the decision as to whether to participate in the newly created Virginia Local Disability Program will need to be made. Based on staff's recommendation, the Committee recommends that the Town of Altavista adopt the enclosed Resolution to "opt out of the Virginia Local Disability Program". It is staff's feelings that a better disability coverage option can be achieved either through the VML Insurance Programs (VMLIP) or VaCorp. (Attachments: *Memorandum, dated September 3, 2013 from Tobie Shelton; Resolution to opt out of the VLDP; and Code of Virginia §51.1-169 Hybrid Retirement Program*).

Possible Motion: "I move that the resolution to not participate in VLDP be adopted."

II: Water Improvements – Reimbursement Resolution (Action Requested)

Last month, Council authorized the Town Manager to execute the "engineering services" contract with WW Associates for the *Bedford Avenue Waterline Replacement Project (1A)*. Staff continues to review and weigh the options in regard to the funding of this project, which is an estimated total of \$2.5 million. At this time, the Committee recommends that the Council adopt the attached reimbursement resolution, which would allow the Town to pay itself back for any expenses incurred on this project, should it decide to finance the project. (Attachment(s): *Reimbursement Resolution; and Bedford Avenue Project Construction Estimate from WW Associates*)

Possible Motion: "I move that the attached Reimbursement Resolution related to the Bedford Avenue Water Line Replacement Project (1A) be adopted."

III: AEDA "All Hands" Meeting – Funding Request (Action Requested)

The Altavista Economic Development Authority (AEDA) has decided to hold an "All Hands" meeting as outlined in the attached memorandum. The AEDA would like to request that the

Town of Altavista underwrite the cost of the meal for this event. The Committee has reviewed this request and would recommend that the Town cover the cost of the meal up to a not to exceed amount of \$1,000. Staff feels this expenditure can be taken from the Administration's "Miscellaneous Expenses" line item. (Attachment(s): *AEDA Memorandum dated August 2nd from AEDA Chair Rayetta Webb*).

Possible Motion: "I move that the Town authorize the expenditure of up to \$1,000 for the meal related to the AEDA's All Hands meeting."

IV: Altavista Commons Meal Tax issue (Action Requested)

Last month, a citizen requested that the agreement regarding the Town/County sharing of meals tax revenue be reviewed for its legality. The Committee was updated by the Town Attorney and it was decided that the agreement is in place and the Town should proceed as outlined in the agreement. (Attachment(s): *Memorandum, dated August 6th, from Tobie Shelton; and Agreement*)

Consensus of Council to proceed with the Agreement.

V: VDOT MAP21 Project Application submittal (Action Requested)

Staff has been discussing the potential for filing an application for a potential "last leg" of the Downtown Streetscape project which would encompass 7th Street from Broad Street to Bedford Avenue over to Main Street back to Broad Street. Applications to VDOT's MAP 21 program (formerly the TEA-21 program) are due November 1st. Staff has consulted with Region 2000 and their staff is willing to assist with our application at no charge. Following discussion, it was the Committee's recommendation to proceed with an application for this project. (Attachment: *Memorandum, dated August 27th, from Dan Witt; and Map showing project area*)

Consensus of Council to proceed with the application.

VI: Other Items/Updates (Informational Only)

- Armory Reuse/Redevelopment proposals review: Staff has communicated with the Masonic Lodge and is currently awaiting a more detailed, specific submittal of their original proposal.
- Health Care Benefits for Retirees – Staff is continuing to address this issue and the Committee felt this may be an issue that could be reviewed in the spring of 2014 when insurance renewals will be considered.
- Recreational Funding – English Park (County portion) – The Committee discussed that they would have a "cooperative spirit" towards funding if the existing County funding falls short of what is needed for the proposed priorities identified. (Attachment(s): *Revised Preliminary English Park Cost Estimate*)

Virginia Retirement System (VRS) Hybrid Retirement Plan and Disability Program

ATTACHMENT(S):

- **Memorandum, dated September 3, 2013**
- **Resolution to opt of VLDP**
- **Code of Virginia §51.1-169 *Hybrid Retirement Program***



DATE: September 3, 2013
MEMO TO: Finance Committee
FROM: Tobie Shelton
RE: Virginia Retirement System (VRS) Hybrid Retirement Plan and Disability Program

At our June 2013 meeting, the Committee was made aware of a new VRS Hybrid Retirement Plan which will become effective on January 1, 2014. With the implementation of the new Hybrid Plan, VRS members will be grouped in one of three plans according to their date of hire; Plan 1, Plan 2 and the new Hybrid Plan.

The big difference between the plans is how disability as well as sick leave/paid leave is handled. VRS Plan 1 and Plan 2 members have the option of disability retirement through VRS. Members in the new Hybrid Plan will not have VRS Disability Retirement available to them. Disability benefits (short-term disability, long-term disability, and long-term care) for Hybrid Plan members will be covered under the Virginia Local Disability Plan (VLDP), which was created by the 2012 General Assembly.

The first action item the Committee must address is to participate in the Virginia Local Disability Plan or to participate in an alternative plan. The alternative plan must meet or exceed the requirements of Section 51.1-169 of the Code of Virginia (see attached). The decision to opt in or opt out of the VLDP is irrevocable and must be made by November 1, 2013.

As mentioned at our June meeting there is a cost associated with the disability benefits that accompany the new Hybrid Plan. The VRS rate for VLDP, through June 30, 2014 is .91% of Hybrid Retirement covered payroll. A new biennium rate will be calculated by the actuary for FY 2015 and FY 2016.

VaCorp and VML Insurance Programs (VMLIP) have worked to develop opt-out plans that are compliant with Virginia State Code. VaCorp's rate is .79% of Hybrid Retirement covered payroll. This rate is guaranteed for three years. VMLIP is splitting the cost between Short term and Long Term Disability. VMLIP's rates are \$2.49 per employee, per month for Short Term Disability and .75% of Hybrid Retirement covered payroll for Long Term Disability. Both providers offer additional coverage options that address sick leave/paid leave. Staff is currently researching these options and will continue to update the Committee on our findings.

As mentioned earlier, the first decision to be made is to opt in or opt out of the VLDP. It is staff's recommendation to opt out of the VLDP. There are providers that can provide comparable benefits to the state code at a lower cost.

I have contacted other government entities regarding their decision to participate in the VLDP. My findings are below:

Town of South Hill	Undecided
Town of Hillsville	Participating in VLDP
Town of Blackstone	Opting out of VLDP
Town of Broadway	Undecided
Town of Ashland	Opting Out of VLDP
Town of Rocky Mount	Participating in VLDP
Culpeper County	Undecided
Town of Christiansburg	Opting Out of VLDP
Campbell County	Opting Out of VLDP
City of Lynchburg	Opting Out of VLDP
Town of Lebanon	Undecided
Town of Orange	Recommending at next Council meeting to Opt out of VLDP

Please advise if you have further questions.

RESOLUTION

Irrevocable Election Not to Participate in Virginia Local Disability Program

WHEREAS, by enacting Chapter 11.1 of Title 51.1 of the *Code of Virginia*, the Virginia General Assembly has established the Virginia Local Disability Program ("VLDP") for the payment of short-term and long-term disability benefits for certain participants in the hybrid retirement program described in Virginia Code § 51.1-169; and

WHEREAS, for purposes of VLDP administration, an employer with VLDP-eligible employees may make an irrevocable election on or before _____, 2013, requesting that its eligible employees not participate in VLDP as of the VLDP effective date of January 1, 2014, because it has or will establish, and continue to maintain, comparable employer-paid disability coverage for such employees that meets or exceeds the coverage set out in Chapter 11.1 of Title 51.1 of the *Code of Virginia*, with the exception of long term care coverage, by January 1, 2014; and

WHEREAS, it is the intent of _____ (Employer Name) _____ (Employer Code), to make this irrevocable election to request that its eligible employees not participate in VLDP;

NOW, THEREFORE, IT IS HEREBY RESOLVED that _____ (Employer Name) _____ irrevocably elects not to participate in VLDP because it has or will establish, and continue to maintain, comparable employer-paid disability coverage for such employees; and it is further

RESOLVED that, as an integral part of making this irrevocable election, _____ (Employer Name) _____ certifies that it has or will establish, and continue to maintain, comparable employer-paid disability coverage for such employees.

Adopted in _____, Virginia this _____ day of _____, 2013.

Authorized Signature

Title

§ 51.1-169 Hybrid Retirement Program.

A. For purposes of this section, "hybrid retirement program" or "program" means a hybrid retirement program covering any employee in a position covered for retirement purposes under the provisions of Chapter 1 (§ 51.1-124.1 et seq.) for retirement purposes other than the Virginia Retirement System defined benefit retirement plan established under Chapter 1 (§ 51.1-124.1 et seq.). Except as provided in § 51.1-302, persons who are participants in, or eligible to be participants in, the retirement plans under the provisions of Chapter 2 (§ 51.1-200 et seq.), Chapter 2.1 (§ 51.1-211 et seq.), Chapter 3 (§ 51.1-300 et seq.), the optional retirement plans established under §§ 51.1-126.1, 51.1-126.3, 51.1-126.4, and 51.1-126.7, or a person eligible to earn the benefits permitted by § 51.1-138 shall not be eligible to participate in the hybrid retirement program.

The Board shall maintain the hybrid retirement program established by this section, and any employer is authorized to make contributions under such program for the benefit of its employees participating in such program. Every person who is otherwise eligible to participate in the program but is not a member of a retirement plan administered by the Virginia Retirement System the first time he is hired on or after January 1, 2014, in a covered position, shall participate in the hybrid retirement program established by this section.

A person who participates in the otherwise applicable defined benefit retirement plan established by this title and administered by the Virginia Retirement System under this chapter may make an irrevocable election to participate in the hybrid retirement program maintained under this section. Such election shall be exercised no later than April 30, 2014. If an election is not made by April 30, 2014, such employee shall be deemed to have elected not to participate in the hybrid retirement program and shall continue to participate in his current retirement plan.

B. 1. The employer shall make contributions to the defined benefit component of the program in accordance with § 51.1-145.

2. The employer shall make a mandatory contribution to the defined contribution component of the program on behalf of an employee participating in the program in the amount of one percent of creditable compensation. In addition, the employer shall make a matching contribution on behalf of the

employee based on the employee's voluntary contributions under the defined contribution component of the program to the deferred compensation plan established under § 51.1-602, up to a maximum of 2.5 percent of creditable compensation for the payroll period, as follows: (i) 100 percent of the first one percent of creditable compensation contributed by the employee to the defined contribution component of the program under subdivision C 2 for the payroll period, and (ii) 50 percent of the next three percent of creditable compensation contributed by the employee to the defined contribution component of the program under subdivision C 2 for the payroll period. The matching contribution by the employer shall be made to the appropriate cash match plan established for the employee under § 51.1-608.

3. The total amount contributed by the employer under subdivision 2 shall vest to the employee's benefit according to the following schedule:

- a. Upon completion of two years of continuous participation in the program, 50 percent.
- b. Upon completion of three years of continuous participation in the program, 75 percent.
- c. Upon completion of four years of continuous participation in the program, 100 percent.

If an employee terminates employment with an employer prior to achieving 100 percent vesting, contributions made by an employer on behalf of the employee under subdivision 2 that are not vested, shall be forfeited. The Board may establish a forfeiture account and may specify the uses of the forfeiture account.

4. An employee may direct the investment of contributions made by an employer under subdivision B 2.

5. No loans or hardship distributions shall be available from contributions made by an employer under subdivision B 2.

C. 1. An employee participating in the hybrid retirement program maintained under this section shall, pursuant to procedures established by the Board, make mandatory contributions on a salary reduction

basis in accordance with § 414(h) of the Internal Revenue Code (i) to the defined benefit component of the program in the amount of four percent of creditable compensation in lieu of the amount described in subsection A of § 51.1-144 and (ii) to the defined contribution component of the program in the amount of one percent of creditable compensation.

2. An employee participating in the hybrid retirement program may also make voluntary contributions to the defined contribution component of the program of up to four percent of creditable compensation or the limit on elective deferrals pursuant to § 457(b) of the Internal Revenue Code, whichever is less. The contribution by the employee shall be made to the appropriate deferred compensation plan established by the employee under § 51.1-602.

3. If an employee's voluntary contributions under subdivision C 2 are less than four percent of creditable compensation, the contribution will increase by one-half of one percent, beginning on January 1, 2017, and every three years thereafter, until the employee's voluntary contributions under subdivision C 2 reach four percent of creditable compensation. The increase will be effective beginning with the first pay period that begins in such calendar year unless the employee elects not to increase the voluntary contribution in a manner prescribed by the Board.

4. No loans or hardship distributions shall be available from contributions made by an employee under this subsection.

D. 1. The amount of the service retirement allowance under the defined benefit component of the program shall be governed by § 51.1-155, except that the allowance shall equal one percent of a member's average final compensation multiplied by the amount of his creditable service while in the program. For judges who are participating in the hybrid retirement program, creditable service shall be determined as provided in § 51.1-303.

2. No member shall retire for disability under the defined benefit component of the program.

3. In all other respects, administration of the defined benefit component of the program shall be governed by the provisions of Chapter 1 (§ 51.1-124.1 et seq.).

- E. With respect to any employee who elects, pursuant to subsection A, to participate in the otherwise applicable defined benefit retirement plan established by this title and administered by the Virginia Retirement System, the employer shall collect and pay all employee and employer contributions to the Virginia Retirement System for retirement and group life insurance in accordance with the provisions of Chapter 1 (§ 51.1-124.1 et seq.) for such employee.
- F. 1. The Board shall develop policies and procedures for administering the hybrid retirement program it maintains, including the establishment of guidelines for employee elections and deferrals under the program.
2. No employee who is an active member in the hybrid retirement program maintained under this section shall also be an active member of any other optional retirement plan maintained under the provisions of Chapter 1 (§ 51.1-124.1 et seq.).
3. If a member of the hybrid retirement program maintained under this section is at any time in service as an employee in a position covered for retirement purposes under the provisions of Chapter 1 (§ 51.1-124.1 et seq.), 2 (§ 51.1-200 et seq.), 2.1 (§ 51.1-211 et seq.), or 3 (§ 51.1-300 et seq.), his benefit payments under the hybrid retirement program maintained under this section shall be suspended while so employed; provided, however, reemployment shall have no effect on a payment under the defined contribution component of the program if the benefit is being paid in an annuity form under an annuity contract purchased with the member's account balance.
4. Any administrative fee imposed pursuant to subdivision A 13 of § 51.1-124.22 on any employer for administering and overseeing the hybrid retirement program maintained under this section shall be charged for each employee participating in such program and shall be for costs incurred by the Virginia Retirement System that are directly related to the administration and oversight of such program.
5. The creditable compensation for any employee on whose behalf employee or employer contributions are made into the hybrid retirement program shall not exceed the limit on compensation as adjusted by the Commissioner of the Internal Revenue Service pursuant to the transition provisions applicable to eligible participants under state and local governmental plans under § 401(a)(17) of the Internal Revenue Code as amended in 1993 and as contained in § 13212(d)(3) of the Omnibus Budget Reconciliation Act of 1993 (P.L. 103-66).

6. The Board may contract with private corporations or institutions, subject to the standards set forth in § 51.1-124.30, to provide investment products as well as any other goods and services related to the administration of the hybrid retirement program. The Virginia Retirement System is hereby authorized to perform related services, including but not limited to, providing consolidated billing, individual and collective recordkeeping and accountings, and asset purchase, control, and safekeeping.

(2012, cc. 701, 823.)

Legislative Information System

Water Improvements – Reimbursement

ATTACHMENT(S):

- **Reimbursement Resolution**
- **Bedford Avenue Project Construction Cost Estimate from WW Associates**

**RESOLUTION OF OFFICIAL INTENT TO REIMBURSE
EXPENDITURES WITH PROCEEDS OF A BORROWING**

WHEREAS, the Town of Altavista, Virginia (the “Borrower”), intends to acquire, construct and equip improvements to its water systems, including but not limited to, replacement of certain water lines and replacement of pumps, meters and filters (collectively, the “Project”); and

WHEREAS, plans for the Project have advanced and the Borrower expects to advance its own funds to pay expenditures related to the Project (the “Expenditures”) prior to incurring indebtedness and to receive reimbursement for such Expenditures from proceeds of tax-exempt bonds or taxable debt, or both;

**BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF
ALTAVISTA, VIRGINIA:**

1. The Borrower intends to utilize the proceeds of tax-exempt bonds (the “Bonds”) or to incur other debt, in an amount not currently expected to exceed \$2.5 million to pay the costs of the Project.

2. The Borrower intends that the proceeds of the Bonds be used to reimburse the Borrower for Expenditures with respect to the Project made on or after the date that is no more than 60 days prior to the date of this Resolution. The Borrower reasonably expects on the date hereof that it will reimburse the Expenditures with the proceeds of the Bonds or other debt.

3. Each Expenditure was or will be, unless otherwise approved by bond counsel, either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), (b) a cost of issuance with respect to the Bonds, (c) a nonrecurring item that is not customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent of the Borrower so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the Borrower.

4. The Borrower intends to make a reimbursement allocation, which is a written allocation by the Borrower that evidences the Borrower’s use of proceeds of the Bonds to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The Borrower recognizes that exceptions are available for certain “preliminary expenditures,” costs of issuance, certain de minimis amounts, expenditures by “small issuers” (based on the year of issuance and not the year of expenditure) and expenditures for construction of at least five years.

5. The Borrower intends that the adoption of this resolution confirms the “official intent” within the meaning of Treasury Regulations Section 1.150-2 promulgated under the Internal Revenue Code of 1986, as amended.

6. This resolution shall take effect immediately upon its passage.

Adopted September 10, 2013

AEDA “All Hands” Meeting – Funding Request

ATTACHMENT(S):

- **AEDA Memorandum from Chair Rayetta Webb, dated August 2nd**

Altavista Economic Development Authority
510 Seventh Street
Altavista VA 24517
altavistaeda@gmail.com
Phone: 434.401.9729

DRAFT

Date: August 28, 2013
TO: Waverly Coggsdale, Manager, Town of Altavista
FROM: Rayetta Webb, Chair
Re: Request for Town Sponsorship of an "All Hands" Meeting – October, 2013

Almost four years ago now, the presiding Altavista Town Council sponsored an evening meeting with organizational board members to share current organization work, discuss how that work supports the needs of Altavista, and to express the Council's appreciation for the work and dedication of those serving. Deemed an "All Hands" meeting, participants included those serving on the Town's Planning Commission, Zoning Review Board, and directors of the Altavista Economic Development Authority (AEDA), Altavista on Track and the Chamber of Commerce.

Directors of the AEDA believe it would be appropriate and beneficial to have another All Hands Meeting, in early October of this year. That time period will mark the first year of the establishment of an Economic Development Office for the Town, hiring of a full-time director, and the initiation of the Town's Economic Development Strategic Plan. A one-year economic development update could be provided, as well as five- minute presentations by a representative of each organization on current work.

The AEDA requests that the Council consider sponsoring the dinner. Attendance of all elected and appointed officials, staff, and board directors would total 45 attendees. The cost of dinner would total approximately \$17.00 per person, for a total of \$765. The AEDA would be happy to organize the event, including all necessary planning and execution.

I hope for positive consideration of this request. We would be happy to provide any additional information you might like to have.

Thank you.

Altavista Commons Meals Tax Issue

ATTACHMENT(S):

- **Memorandum, dated August 6th from Tobie Shelton**
- **Agreement**



DATE: August 6, 2013
MEMO TO: Finance Committee
FROM: Tobie Shelton 
RE: Altavista Commons Shopping Center – Meals Tax Revenue

As mentioned at the June 4, 2013 Finance Committee meeting, in 2006 a boundary line adjustment to include the Altavista Commons Shopping Center into the corporate limits of the Town of Altavista was approved by the Circuit Court of Campbell County. At this time, The Town of Altavista and Campbell County entered into a Memorandum of Understanding regarding meals tax revenue generated within the area. (Attached) The Town and County agreed to share equally meals tax revenue when gross sales exceed \$2.5 million per fiscal year (July through June). All meals tax revenue generated from sales below \$2.5 million remains with the town.

The Finance Committee was made aware that gross sales for the Altavista Commons Shopping Center will exceed \$2.5 million for FY 2013. This is the first year gross sales have reached \$2.5 million within the boundary line adjustment area since the Town and County entered into a Memorandum of Understanding regarding meals tax revenue generated within the area.

For FY ending 2013, gross sales for the shopping center area are \$3,621,633.46. This exceeded the \$2.5 million by \$1,121,633.46, generating meals tax revenue in the amount of \$61,689.84, which will be shared equally with Campbell County.

Please advise if you have any questions.

Thank you.

MEMORANDUM OF UNDERSTANDING BETWEEN THE
COUNTY OF CAMPBELL AND THE TOWN OF ALTAVISTA
CONCERNING CERTAIN TAX REVENUES

This Memorandum of Understanding is entered into this 26th day of October, 2006, by and between the Board of Supervisors of the County of Campbell, Virginia (hereinafter the "Board" or the "County") and the Town Council of the Town of Altavista, Virginia (hereinafter the "Town Council" or the "Town").

WHEREAS, after duly advertised Public Hearings as required by law, the County and the Town have approved a Boundary Line Adjustment Agreement (the "Agreement") providing for the change of the boundary between the two localities so that certain parcels of land currently within the unincorporated area of the County will be incorporated within the boundaries of the Town, and the parties have agreed to proceed pursuant to Va. Code Ann. § 15.2-3108 to petition the Circuit Court of the County of Campbell to approve the Boundary Line Adjustment Agreement;

WHEREAS, the Board and the Town Council recognize that the applicable statutes do not authorize the Circuit Court to impose legally enforceable conditions on the approval of the Agreement; and

WHEREAS, the governing bodies of the County and the Town desire to record certain commitments made by the Town Council in connection with the approval of the Boundary Line Adjustment Agreement.

NOW, THEREFORE, the Town Council acknowledges, and the Board indicates its reliance upon, the following commitments:

1. As to meals tax revenue to the Town from the sale of meals within the area relocated into the Town pursuant to the Boundary Line Adjustment Agreement, the Town will retain all meals tax revenue from the sale of meals up to \$2,500,000 per year. The Town and the County will share equally all meals tax revenues actually collected by the Town from sales over and above \$2,500,000 per year within the Boundary Line Adjustment area. The Boundary Line Adjustment Area is set out on Exhibit A to the Agreement. The word "year" as used herein shall have reference to the fiscal year commencing July 1 and ending June 30.

2. Both parties recognize and acknowledge that the Town Council cannot impose a binding legal obligation on future members of Town Council to make the appropriations of shared meals tax revenues provided for herein. Nevertheless, the current Town Council expresses its continuing intention and moral obligation to make such appropriations to the County. The Town Council views these commitments and representations to the County to be fair and reasonable in view of the Board's approval of the Boundary Line Adjustment Agreement.

3. No commitment made by the Town herein shall be deemed to constitute a creation of debt as that term is used in Article 7, § 10, Constitution of Virginia.

4. This Memorandum of Understanding is conditioned upon and subject to the entry of an order by the Circuit Court of Campbell County approving the Boundary Line Adjustment Agreement effective on the date designated by the Court.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed by their respective presiding officers and attested by their respective clerks.

COUNTY OF CAMPBELL, VIRGINIA

By: Eddie Gunte Jr.
Chairman, Board of Supervisors

Attest:

Catherine H. Moore
Clerk

TOWN OF ALTAVISTA, VIRGINIA

By: J. A. Brown
Mayor

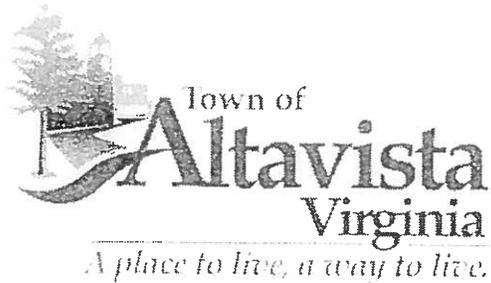
Attest:

W. Morgan Allen, Jr.
Clerk

VDOT MAP21 Project Application Submittal

ATTACHMENT(S):

- **Memorandum, dated August 27th from Dan Witt**
- **Map showing proposed project area**



MEMORANDUM

To: Waverly Coggsdale, Town Manager

From: Dan Witt, Assistant Town Manager

Date: August 27, 2013

Re: MAP-21 Grant Application

VDOT's Transportation Alternatives Program (TAP) created the MAP-21 Transportation Bill which passed in July 2012. This is a new program that replaced the Transportation Enhancement Act (TEA-21), Safe Routes to School, and the Recreational Trails Program; combining these three programs into a single program.

On August 21st I attended a VDOT workshop in Farmville for MAP-21 to learn more about this grant program and the projects that might be eligible; the completion of the Town's streetscape project would be eligible. When I participated in the development of the original Master Plan in 2002-2003, a portion of the downtown project was overlooked; the sections of 7th and Main Streets between Broad Street and Bedford Avenue and the section of Bedford Avenue between 7th and Main Streets. Sidewalk replacements, needed stormwater improvements, better pedestrian access, and street lighting would all improve this area and 'complete' the downtown streetscape project.

Projects 5-6 will be completed in the next 3-6 months and applying for this grant, which will be awarded in June/July 2014, seems like good timing for the 'last' phase of our current project. As in the past, the MAP-21 is an 80/20 matching grant and based on the Town's past performance with implementing the TEA-21 grants, I believe we have the opportunity to develop a strong grant application. I have spoken with Kelly Hitchcock with Region 2000 and she is willing to assist the Town in writing the grant at no cost to the Town. The grant request would include engineering design, construction, and construction administration. The grant application is due on November 1, 2013, so time is short for completing the application.

I would request that the Public Works Committee recommend to Council for staff to work with Kelly to complete the MAP-21 grant application.

Start Over Zoom In Zoom Out Pan Next Map Last Map Select Box Select Poly Clear Identify Measure Print Help

Information Layers Legend Find Results

UPDATE MAP

- Airport
- Major Roads
- Driveway
- Roads
- Railroad Tracks
- Boat Ramps
- Address

- Counties
- Rescue Squads
- Fire Departments
- ESZ

- County Boundary
- Magisterial Districts
- Zip Code
- Tax Grid
- Senate Districts
- Districts
- Precincts

- Structures
- sw mobile homes
- Parcels
- Zoning
- Landuse

- VBMP Imagery (2007 - 6 inch)
- Contours (4 foot)



Campbell County - Contact Us

Zoom In 0.1 0.2 0.3 0.5 1 2 5 10 15 20 30 50 100 200 500 Zoom Out

**Recreational Funding –
English Park (County portion)**

(Informational Only)

ATTACHMENT(S):

- **Revised Preliminary English Park Cost Estimate** *(supplied by Campbell County)*

Revised Preliminary English Park Cost Estimate

Field Development – May 6, 2013

Revised May 29, 2013

General

This estimate is prepared to get an approximate idea of the amount of work that can be accomplished with the limited funds available. It only includes reimbursable and does not include County labor or equipment costs. Our standard construction methods are to set the priorities for a project and move forward on them until the funds are exhausted. We have been very close on all our project estimates. It was revised based on a meeting with the two advisory committees for the Park on May 28th. Priority #1A is substituted for Priority #3.

Priorities

#1A – Areas 1 and 2 will receive minimum work to make $\frac{3}{4}$ of the area usable for passive recreation and improve appearance to the entrance to this part of the Park. One low area will be filled in Area 2 and seed will be planted in both areas to get a better grass stand. It will not be playing field quality. This will replace the work proposed in Priority #3 saving approximately \$12,000 which will be used to complete as much of Priority #2 as possible. This work will be done this fall while permitting for Priority #1 is being done.

Total Priority #1A

\$3,000

#1 – Area 3 with the 125 car parking lot but only gravel 100 car area. I am assuming that they wanted to continue to include fixing the existing road with grading and graveling.

All the stormwater measures include the impervious areas planned to be built as part of this project and the future ones that are proposed for the area between the high railroad trestle and the big parking lot. This estimate has changed due to an increase in design fees that were received after the first estimate was completed. Also the first estimate did not include the engineering and contingency costs until the end because of the way I was asked to prepare the estimate.

Task Priority #1	Cost Estimate
Engineering	\$36,000
Grading	\$10,000
Erosion Control	\$ 3,000
Gravel Parking Lot (100 cars)	\$15,000
Water Quality Facilities	\$30,000
Gravel Road Upgrade	\$ 3,000
Soil Preparation and Seeding (8 acres)	\$16,000
Contingency	<u>\$ 12,000</u>
Total Priority #1	\$125,000

#2 – The passive area trail (grassed and near the tree line) and fill in the pot holes rather than gravel the entire road.

This is work to install a pipe in the ditch at the far end and construct a trail. In order to construct the trail we would trim the trees around the river side of the field and mow a walking path. If a bridge could not be funded at this time the path could make a circle or use the existing farmer access for a connection from the trail to the gravel road.

Task Priority #2	Cost Estimate
Patch Potholes	\$ 5,000
Path Preparation and Seeding (1 acres)	\$ 4,000
Contingency	<u>\$ 1,000</u>
Total Priority #2	\$10,000

#3 – Areas 1 & 2

Area 1 – The area west of the existing developed area of the Park and east of the Highway Bridge.

Area 2 – The area west of the Highway Bridge and east of the high Railroad Trestle.

These areas receive only minimal grading and required seeding and erosion and sediment control measures.

Task Priority #3 (Replaced By Priority #1A)	Cost Estimate
Engineering	\$ 2,000
Grading	\$ 6,200
Erosion Control	\$ 2,000
Soil Preparation and Seeding	<u>\$ 3,800</u>
Contingency	<u>\$ 1,000</u>
Total Priority #3 (Not Included in Summary)	\$15,000

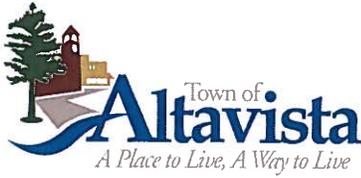
#4 – Price of a 6 foot wide I beam bridge over the wetlands in the passive section.

This estimate is for a very basic bridge. If a more architecturally pleasing bridge is required the costs could rise significantly.

Task Priority #4	Cost Estimate
Engineering (Pilings, Supports, and Wetlands)	\$10,000
Bridge Construction (50' span with 2-30' elevated walkways)	\$25,000
Erosion Control	\$ 5,000
Contingency	<u>\$ 10,000</u>
Total Priority #4	\$ 50,000

Summary

Task Priority #1A Total	\$ 3,000
Task Priority #1 Total	<u>\$125,000</u>
Subtotal #1 & #2	\$128,000
Task Priority #2 Total	<u>\$ 10,000</u>
Subtotal #1, #2, & #3	\$138,000
Task 4 Total	<u>\$ 50,000</u>
Total #1, #2, #3 & #4	\$188,000



PUBLIC WORKS/UTILITY COMMITTEE REPORT



The Public Works/Utility Committee met on Wednesday, August 28th to discuss items that had been placed on their agenda. The following items are submitted for Council's review/consideration:

I: Parking Layout – 7th Street (Action Requested)

Last month the Committee recommended and Council approved a curb cut and cross walk that would connect the Town Hall entrance on 7th Street with the opposing side of the street. Part of the approval was to communicate with the property owners along the street. Following this process, it was determined that an additional curb cut on the east side of 7th Street (between Central Baptist Church and Dr. West's dental office) would be advantageous to the businesses in this area. Following discussion, the Committee recommends this addition to the previous approved curb cut and crosswalk. This work would be added to the existing contract for the on-going streetscape project. (Attachments: *Drawing and Photo showing proposed area; Photo of a similar curb cut design*)

Possible Motion: Approve addition of the proposed curb cut on 7th Street.

II: Altavista Band Boosters – Trade Lot Agreement (Action Request)

The Committee reviewed the draft of the proposed Trade Lot Agreement between the Town of Altavista and the Altavista Band Boosters. Staff and Chairman Ferguson have been working on this item for some time. It is important to note that this is a significantly different document than the existing agreement. Several sections have been removed, ABB has requested a change in the times they will use the lot (Section 1.), and the agreement seeks to promote better utilization of the lot (Section 6.) Following discussion, it was the Committee's recommendation to approve this agreement. (Attachments: *Existing Agreement, Proposed Agreement*)

Possible Motion: Approve agreement between Town and Altavista Band Boosters, as presented or as amended, regarding use of the Trade Lot.

III: Town Bicycle Accommodation Plan (No Action Requested)

Previously, the Committee, as well as the rest of Council, was provided with a draft copy of the "Town of Altavista – Bicycle Accommodation Plan" created by Region 2000 Local Government Council. The Committee has been reviewing the document and is working on having a Region 2000 representative (Kelly Hitchcock) to come a meeting to present and go over the plan. (No Attachments)

IV: Other Items/Updates (*Informational Only*)

- WWTP EOP – Several companies have taken samples during the past month, in an effort to prepare for “on-site” testing.
- English Park paving – Staff is working on developing options for the paving/surface treating of English Park.
- Utility Agreements – Staff continues to work on this item.

Members Present: Ferguson, Dalton, Higginbotham

Parking Layout – 7th Street

ATTACHMENT(S):

- **Drawing and Photo showing proposed area**
- **Photo of similar curb cut design**

THE TOWN OF ALTAVISTA
PARKING IN 500 BLOCK 7th. STREET

DATE: JULY 08, 2013.

SCALE: 1" = 30'

***NOTE:** ALL LOCATIONS APPROXIMATE
BUT SUBJECT ONLY TO SMALL CHANGES.

ALL PARKING SPACES TO BE 22' IN LENGTH:
SHOWING 23 POSSIBLE PARKING SPACES:

TOWN HALL
PARKING LOT

ONE PARKING SPACE?
TO BE FIELD LOCATED

CAMPBELL AVE.

ALLEY

ALLEY

CROSSWALK

7th. ST.

NORTH

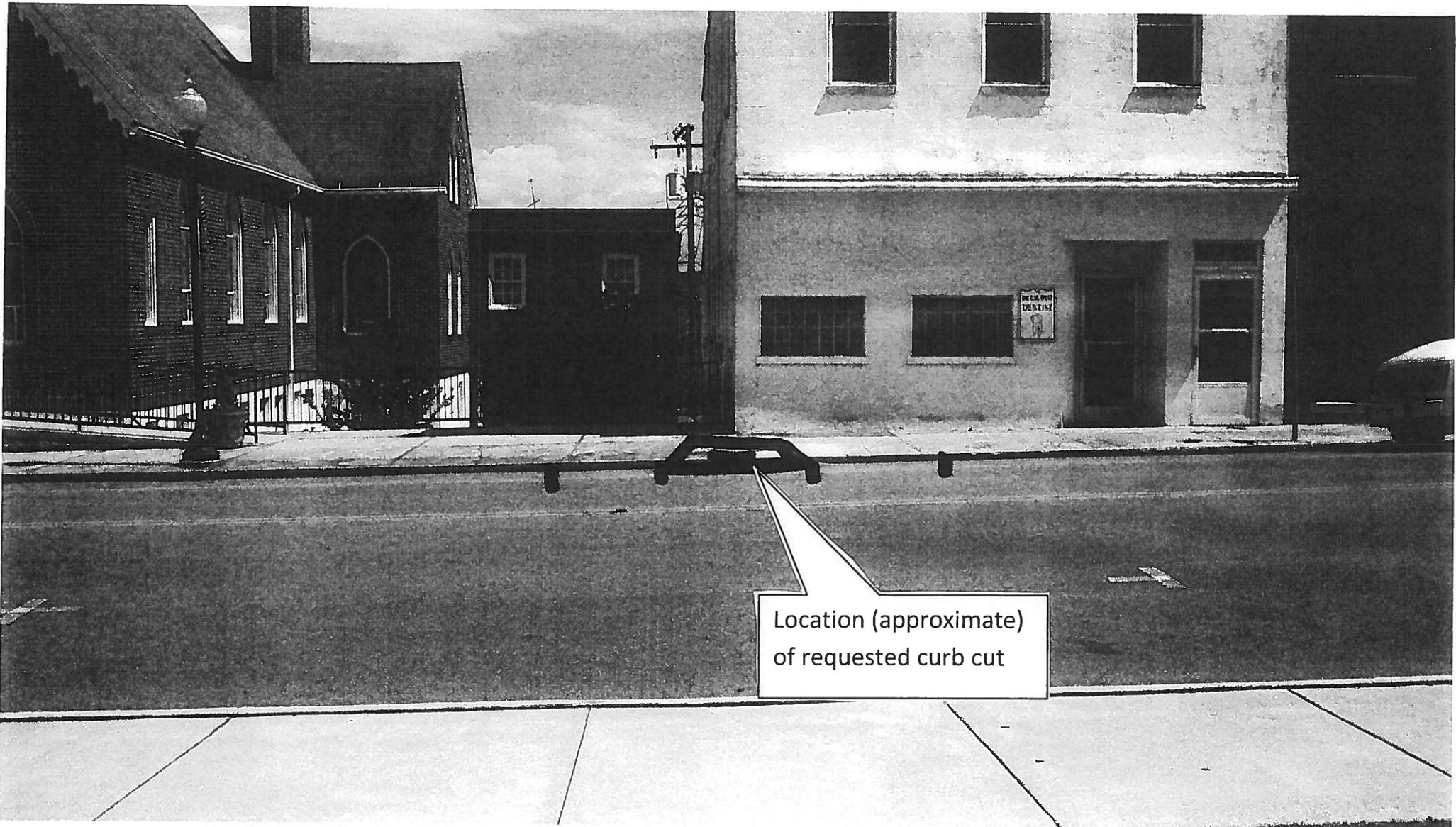
Location (approximate)
of requested curb cut

6.00

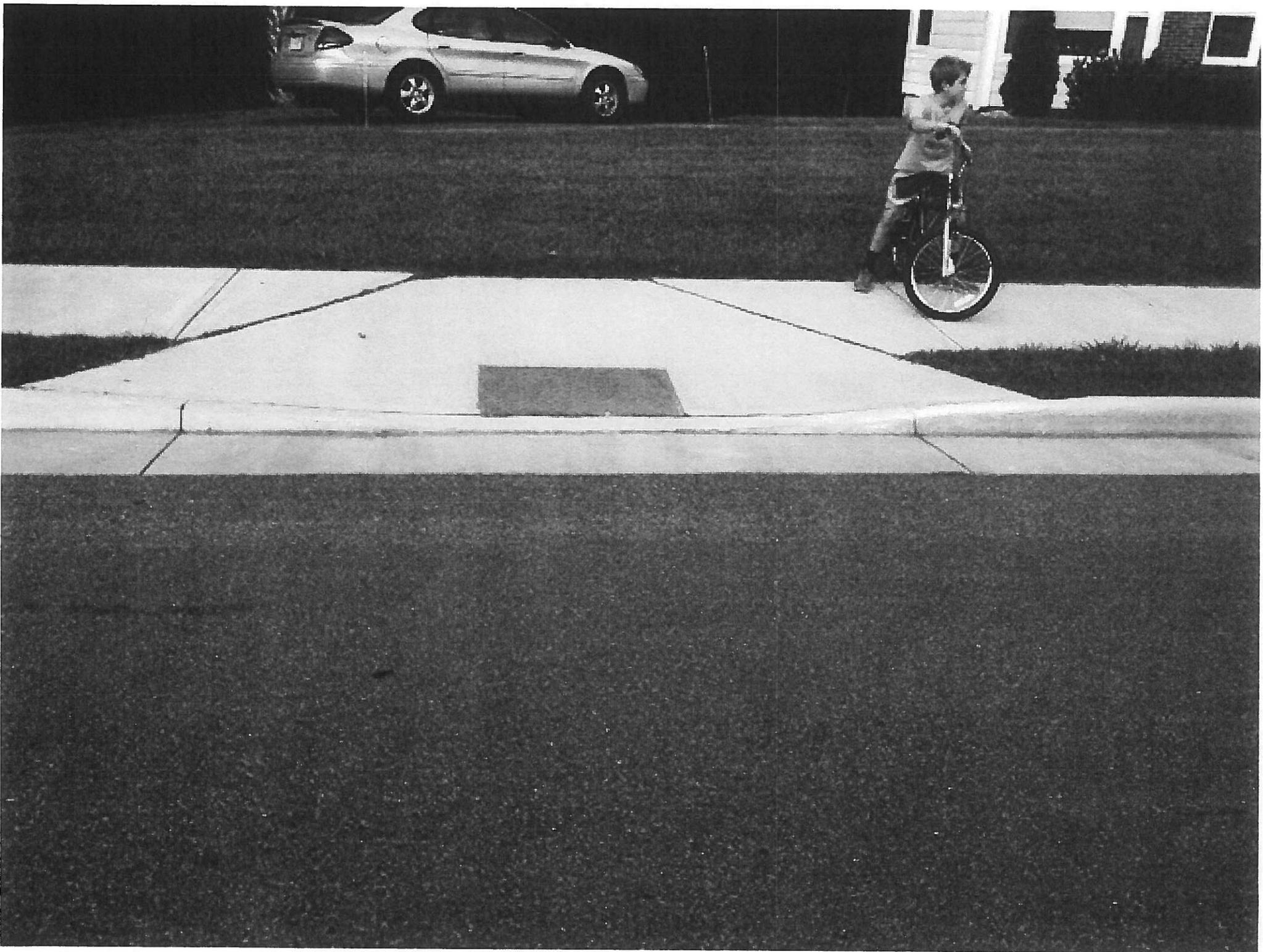
22.00

27.00

6.00



Location (approximate)
of requested curb cut



Altavista Band Boosters – Trade Lot Agreement

ATTACHMENT(S):

- Existing Agreement
- Proposed Agreement

THIS LEASE, made and entered into this 1st day of January, 1985 by and between the TOWN OF ALTAVISTA, Altavista, Virginia, a Virginia Municipal Corporation, hereinafter called "Town", and ALTAVISTA BAND BOOSTERS^{Inc.}, hereinafter called "Lessee".

TRADE Lot
Agreement
1985

That for and in consideration of \$125.00 per month, payable monthly, Town hereby leases unto lessee for a period of 12 months beginning January 1 through December 31 the property of the Town now being used on Seventh Street near Pittsylvania Avenue and Lynch Creek (being all of the property now being used for activity generally known as "First Saturday Sale Lot"), said terms automatically renewable until such time as either party may notify the other party 3 months in advance of its intention not to renew.

This lease shall be subject to the following covenants on the part of the lessee:

1. Lessee shall only have the right to sell beginning at Friday noon preceding first Saturday and extending through 6:00 P.M. on the Saturday of each month.

2. Lessee will clean the lot after its use on the first Saturday of each month and place the trash into cartons to be hauled away as other garbage is hauled in town.

3. That no portion of the lot may be subleased to any one selling new merchandise unless such merchandise is hand-made or produced by the seller thereof, with the exception of civic and charitable organizations as defined below:

"Civic or charitable organization" shall mean any local service club, veterans' post, fraternal society or association, volunteer fire and rescue group or civil league not organized for profit but operated exclusively for educational or charitable purposes including the promotion of community welfare which holds itself out to be organized or operated for any charitable purpose, including any church or convention or association of churches, operated for non-secular purposes.

4. That it will not lease its space to anyone without a permit as provided by Section 9-5.1 of the Code of Altavista.

5. Lessee will not permit any vendor to sell prepared foods with out the proper approval by the County Health Department. Lessee is responsible to determine the validity of the approval.

6. Lessee agrees to save Town harmless from any and all claims, damages and liabilities that may result to the Town, its agents or employees, due to or resulting from the operation of any and all business or activity conducted on the leased premises, and extending to any and all persons upon said leased premises, whether for business purposes or otherwise and agrees to keep on file with the Town Manager an insurance policy with terms agreeable to the Town Manager and in event of failure to keep on file such insurance as may be acceptable to the Town Manager, the Town Manager shall have the right to immediately

cancel the terms of this lease, in which event Lessee shall vacate and no longer be entitled to the use of said property.

7. Lessee agrees that some responsible member(s) of the organization will be physically present on the lot prior to allowing any merchant to locate on the lot (for parking or sale) and remain on site during sale periods and until all trash and debris originating from the lot are properly contained and/or removed.

8. Lessee agrees to provide Town an independent audit type review of records in December of each year. Audit may be performed by any responsible person not a member of the organization acceptable to both parties.

9. Beginning in February 1985, Lessee will not permit the sale or trade of firearms on any portion of the property identified as the "First Saturday Sale Lot".

Sec. 13-133.1. Definition of Firearm: The word "firearm" shall mean any weapon in which ammunition may be used or discharged, by explosion, or pneumatic pressure. The word "ammunition," as used herein, shall mean cartridge, pellet, ball, missile or projectile adapted for use in a firearm.

IN WITNESS WHEREOF, the Town of Altavista has caused this lease to be executed on its behalf by the Town Manager, and Altavista Band Boosters^{Inc.} has caused this lease to be executed on its behalf by its President and attested by its Secretary, the day, month and year first above written.

TOWN OF ALTAVISTA, VIRGINIA


Town Manager

ALTAVISTA HIGH SCHOOL BAND BOOSTERS, INC.

By 
President

ATTEST:


Secretary

THE TOWN OF ALTAVISTA

"INCORPORATED IN 1912"



ALTAVISTA, VIRGINIA 24517

S. I. GOLDSMITH
Town Manager
J. J. ELLER
Town Attorney
B. C. SMITHER
Clerk-Treasurer
T. L. NEAL
Chief of Police
C. E. DAWSON, SR.
Supt. of Public Works

Mayor
D. M. HOLLAND
Town Council
C. O. BRUMFIELD
J. R. BURGESS
L. COLEMAN
W. C. ENGLISH
J. S. HUDSON
L. R. JEWELL

DRAWER 552
PHONE 369-5001

510 SEVENTH ST.

AMMENDMENT TO: Lease made and entered into the 1st day of January, 1982 by and between the Town of Altavista, Altavista, Virginia, a Virginia Municipal Corporation, and Altavista Band Boosters as adopted at the regular council meeting September 11, 1984. "First Saturday Sale Lot".

This lease shall be subject to the following covenants on the part of the lessee:

Number 3. That no portion of the lot may be subleased to any one selling new merchandise unless such merchandise is hand-made or produced by the seller thereof, with the exception of civic and charitable organizations as defined below:

"Civic or charitable organization" shall mean any local service club, veterans' post, fraternal society or association, volunteer fire and rescue group or civil league not organized for profit but operated exclusively for educational or charitable purposes including the promotion of community welfare which holds itself out to be organized or operated for any charitable purpose, including any church or convention or association of churches, operated for non-secular purposes.

B. C. Smither
Clerk of Council

"AN EQUAL OPPORTUNITY EMPLOYER"

THIS AGREEMENT made this ____ day of _____, 2013 by and between **THE TOWN OF ALTAVISTA**, a Virginia municipal corporation, hereinafter "Town" and **THE ALTAVISTA BAND BOOSTERS**, a Virginia unincorporated association, hereinafter "ABB".

WITNESSETH:

WHEREAS, Town owns a parcel of land lying on Seventh Street in the Town which property is known as "Shreve Park" and "War Memorial Park" a portion of which, including a concession stand, is used on a monthly basis as the "First Saturday Trade Lot," which property is hereinafter referred to as "the Premises"; and

WHEREAS, ABB wishes to use the Premises to operate and manage the "First Saturday Trade Lot" flea market, hereinafter "Trade Lot Event"; and

WHEREAS, the parties have reached agreement as set forth below.

NOW THEREFORE FURTHER WITNESSETH:

1. Use. ABB shall have the use of the Premises once per month in the *months of March through November with an additional use per month in April, May and September* for the Trade Lot Events. *Unless otherwise authorized, there will be no events sponsored by the ABB in the Trade Lot for the months of December, January and February.* The duration of each Trade Lot Event shall be from Noon on the Friday preceding the first Saturday of each month and extend to 6:00 p.m. on the first Saturday of each month. *The exception being that vendors in the following spaces (27-64, 141-192) will be allowed to access to the Trade Lot beginning at 8:00 a.m. on Friday morning.)* The aforesaid period shall include set up and take down of vendors. *For Uncle Billy's Day weekend, ABB shall be allowed use of the Premises beginning at 4:00 p.m. on Thursday prior to Uncle Billy's Day (1st Saturday in June).*

During the term of this agreement, ABB may store its inventory and equipment in the concession building between Trade Lot Events.

2. Term. This agreement shall remain in effect until terminated by either party on 90 days notice in writing to the other.

3. Rent. ABB will pay to the Town \$1,500 annually, payable in monthly installments of \$125.00 payable on the first day of each month. Rent is based on the use of the Premises for 12 Trade Lot Events each year at \$125.00 per use. Any additions or reductions must be approved in advance by the Town.

4. Contact persons; ABB members to be present.

A. ABB shall provide the Town Manager or his/her designee with a list of the officers of the organization and a single contact person who is to serve as the representative of ABB as to all aspects of this agreement.

- B. A responsible member of ABB or its agent must be physically present on the Premises prior to allowing any vendor to locate on the Premises and such member or members shall remain on site during the Trade Lot Event during hours of operation and until all trash and debris originating from the Trade Lot Event are properly contained and/or removed.

5. Restrictions.

- A. The Town reserves the right to prohibit the display and/or sale of any article that, in its sole discretion, is not appropriate for the nature of the Trade Lot Event. ABB shall communicate this restriction to all vendors.
- B. *The Town reserves the right to conduct an annual review of the vendor agreement utilized by ABB*

6. Cooperative Use of Premises. *ABB agrees to work with the Town to efficiently utilize the Premises, so that only the portion of the Premises needed is impacted. This will include locating vendors into areas of the Premises, beginning on the south side of the entry way of the Trade Lot from 7th Street, so that other areas of the premises can be utilized for its original purpose (parking lot). This would not prohibit ABB from use of the entire Premises when warranted. The plan would be agreed upon by the two parties.*

7. Permits. All necessary permits must be obtained by ABB or the vendors who are renting space(s) and all food vendors shall have obtained the necessary permit from the Campbell County Health Department prior to setting up at the Trade Lot Event.

8. Supervision of vendors and Trade Lot visitors. ABB is responsible for supervising the vendors and all other individuals who come upon the Premises during the Trade Lot Event. The Town is not responsible for providing such supervision, however, Town officers and agents may evict individuals from the property/facility during the Trade Lot Event if the conduct of such individual is deemed by the Town officers and agents to be unlawful or disorderly.

9. Use of sound equipment must be approved. ABB shall secure the prior approval of the Town before using audio/visual systems, public address systems, and live or recorded amplified music.

10. No off site advertising of Trade Lot Event by vendors. ABB shall not permit any off site advertising by its vendors.

11. Alcohol not permitted. No alcohol shall be allowed on the Premises without prior approval by the Altavista Town Council.

12. Premises to be clean after each Event. The Premises shall be cleaned after its use at the conclusion of each Trade Lot Event and the trash shall be placed into receptacles to be hauled away, as agreed to by the Town and ABB.

13. Release and Indemnity; Reporting injury or damage.

A. Release. In consideration for use of the facilities, ABB, on behalf of itself and its officers, employees and members, hereby expressly exempts and releases the Town, its officers, employees, and insurers from and against all liability, claims and demands, on account of injury, loss, or damage, including without limitation, claims arising from property loss or damage, bodily injury, personal injury, sickness, disease, or death, that ABB and its officers, employees and members, may incur as a result of attending the Trade Lot Event, whether any such liability, claims, and demands result from any act, omission, negligence, or other fault on the part of the Town, its officers, or its employees, or from any other cause whatsoever.

B. Indemnity. In consideration of the use of the Premises, ABB indemnifies and holds harmless the Town, its officers, employees and insurers, from and against all liability, claims, and demands, which are incurred, made, or brought by any person or entity, on account of damage, loss, or injury, including without limitation, claims arising from property loss or damage, bodily injury, sickness, disease, death, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with the use of the Premises, whether any such liability, claim, and demand results from the act, omission, negligence, or other fault on the part of the Town, its officers, or its employees, or from any other cause whatsoever.

C. Any agreement between ABB and vendors at the Trade Lot Event shall contain similar releases in favor of the Town.

D. All personal injuries or property damage arising at any time during and/or arising out of or in any way connected with the use or occupancy of the Premises and adjoining Town owned property shall be reported to the Town Manager or his/her designee, in writing, as soon as possible and in no event less than 48 hours after the Trade Lot Event.

14. Insurance requirements. ABB shall procure and maintain general liability insurance against any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time during and/or arising out of or in any way connected with ABB's use or occupancy of the Premises and adjoining Town owned property in the amount of \$1,000,000 (one million dollars) per occurrence. Such insurance shall name the Town, its officers, employees, and agents as additional insureds and provide a certificate of insurance to the Town on an annual basis. Said policy shall be endorsed to provide thirty (30) days notice to the Town of cancellation or any change of coverage or limits. If a current certificate of insurance has not been provided to the Town prior to any Trade Lot Event, the Town may deny access to the premises.

15. Annual Report. *ABB will provide to the Town a monthly report of ABB's financial records related to the operation of the Trade Lot. The form of the report will indicate the monthly number of vendors, total payment received, update on benefit of funds and other*

items agreed upon by the parties. The report will be due to the Town no later than the end of the month.

16. Severability. If any provision of this agreement is held to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.

ALTAVISTA BAND BOOSTERS

By: _____

I am the _____ of ABB and am authorized and directed by ABB to execute this agreement on its behalf. I have read and understand this agreement and agree to all of its terms on behalf of ABB.

Print Name: _____

Address: _____

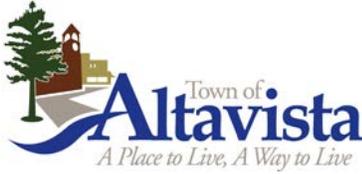
Telephone: Home: _____ Work: _____ Cell: _____

Email: _____

TOWN OF ALTAVISTA

By: _____
Town Manager

Attest _____
Clerk



Town of Altavista Town Council Meeting Agenda Form

Town Clerk's Office Use:

Agenda Item #: IX A)

Meeting Date: September 10, 2013

Agenda Placement: New Business

(Special Recognition (awards, proclamation), Requests & Communications (reports, information presentations). Public Hearings, Unfinished Business, New Business, Closed Session)

Subject Title: Delinquent Tax List 2012 Consideration

Presenter(s): Town Manager

SUBJECT HIGHLIGHTS

Per the attached memorandum, the Treasurer presents the Delinquent Tax List for 2012 pursuant to Section 70-3 of the Altavista Town Code.

Staff recommendation, if applicable: Approval of action requested.

Action(s) requested or suggested motion(s):

Motion: "I move that the Delinquent Tax list be printed in the Altavista Journal. (NOTE: Ad would run in October and November and the cost of the ad would be prorated to the delinquent taxpayers.) Delinquent Taxes: Real Estate: \$12,464.71 Personal Property: \$21,215.09

Motion: "I move that the delinquent taxes for deceased individuals be written off, in the total amount of \$119.83."

Motion: "I move that the Delinquent Personal Property Taxes Under \$20.00 be written off, in the amount of \$22.31."

Motion: "I move that the 2008 delinquent taxes be written off, due to statute of limitations, regarding personal property taxes in the amount of \$5,866.98. (NOTE: Collection efforts will continue on the 2008 taxes until June 2014, after which staff will write off all uncollected 2008 personal property taxes.)"

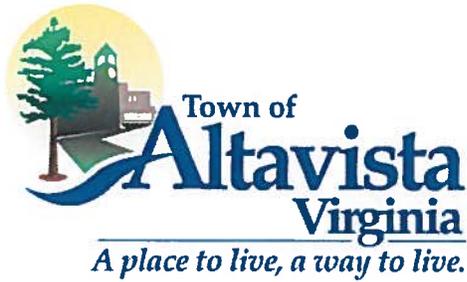
Staff Review Record

Are there exhibits for this agenda item? **Yes**

List them in order they appear in the packet: *Memorandum from Treasurer; Delinquent Tax List(s) – Deceased Individuals; Under \$20.00; 2012 Delinquent Real Estate Taxes; 2012 Delinquent Personal Property Taxes; 2008 Delinquent Personal Property Taxes*

Finance Director Initials and comments, if applicable: **TCS**

Town Manager initials and/or comments: **JWC**



TO: Mayor Mattox and Members of Council

FROM: Tobie Shelton 

DATE: September 10, 2013

RE: 2012 Submission to Town Council of Delinquent Taxpayers
Section 70-3 of the Town Code

Attached for your review is a listing of delinquent taxpayers I am required to submit annually to the Town Council as defined by Section 70-3 of the Code of the Town of Altavista. Section 70-3 is as follows:

- a. The treasurer, after ascertaining which of the taxes and levies assessed at any time in the town have not been collected, shall, within 60 days of the end of the fiscal year, make out lists as follows:
 1. A list of real estate on the land book of the county commissioner of the revenue improperly placed thereon or not ascertainable, with the amount of taxes charged thereon.
 2. A list of other real estate which is delinquent for the nonpayment of the taxes thereon. This list shall not include any taxes listed under subsection (a) (4) or (5) of this section.
 3. A list of such of the taxes assessed on tangible personal property, machinery and tools and merchants' capital, and other subjects of local taxation, other than real estate, as he was unable to collect which are delinquent. This list shall not include any taxes listed under subsection (a) (4) or (5) of this section.
 4. A list of the uncollected taxes amounting to less than \$20.00 each for which no bills were sent under Code of Virginia, § 58.1-3912.
 5. A list of uncollected balances of previously billed taxes amounting to less than \$20.00 each as to which the treasurer has determined that the costs of

Mayor Burgess and Members of Council
September 10, 2013
Page 2

collecting such balances would exceed the amount recoverable, provided that the treasurer shall not include on such list any balance with respect to which he or she has reason to believe that the taxpayer has purposely paid less than the amount due and owing.

Final notices have been mailed to all individuals advising action to be taken if taxes were not paid within our deadlines. My letter advised their names and amounts due would be published in the Altavista Journal and possible legal action taken by the Town. Such legal action includes authorizing the Department of Motor Vehicles to withhold registration of all vehicles owned and/or co-owned by the taxpayer until their debt has been cleared otherwise submitting a claim to the Department of Taxation's Integrated Revenue Management System (IRMS) to withhold the delinquent tax from revenue taxpayers may receive from the Department of Accounts through tax returns or lottery winnings.

Section 70-4(c) and (d) require Council's approval to advertise the listing of delinquent taxpayers in the local newspaper. This is an effective tool helping reduce the outstanding delinquent taxes and again this year I am requesting permission to advertise in late October or early November. This schedule would allow us to publicly announce our intentions to advertise and provide a time frame for delinquent taxpayers to resolve past due taxes before advertising in the local newspaper.

I respectfully request your approval to advertise in the Altavista Journal as noted above. Additionally, request the approval to write-off the amounts under \$20.00, past due taxes for deceased individuals, and the 2008 personal property taxes due to statute of limitations making it difficult for us to collect.

Thank you.

**TOWN OF ALTAVISTA
DELINQUENT PERSONAL PROPERTY TAXES
DECEASED INDIVIDUALS
September 4, 2013**

(Recommended write-off)

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>	<u>TAX AMOUNT</u>
Bell, Joseph William	10872	\$ 2.84
Bell, Joseph William	10874	\$ 17.74
Chivers, Candy Ranae	56179	\$ 17.74
Newman, Okie T	13334	\$ 2.37
Singer, Donald Edward	55597	\$ 29.73
Thurman, John A	14360	\$ 31.67
Towler, Delma Ridgeway	16578	\$ 17.74
	TOTAL	\$ 119.83

Sec. 70-4. - Delinquent lists submitted to council; publication of lists.

- (a) A copy of each of the five lists mentioned in section 70-3(a) shall be submitted by the treasurer to the town council. Such lists shall be submitted at the first meeting of the town council held after the treasurer has completed the lists.
- (b) The treasurer may, or shall, at the direction of the council, certify to the county commissioner of the revenue a copy of the list of real estate on the commissioner's land book improperly placed thereon or not ascertainable. The commissioner of the revenue shall correct his or her land book accordingly. The treasurer shall be given credit for the entire amount of the taxes included in the list and may destroy the tax tickets made out by him or her for such taxes. The treasurer shall be given credit for all taxes shown on the list mentioned in section 70-3(a)(4) and (5) and for obligations discharged in bankruptcy as described in section 70-3
- (c) The town council may cause the lists mentioned in section 70-3(a)(2) and (3), or such parts thereof as deemed advisable by the treasurer, to be published at least once in a newspaper in the town, but if there is no newspaper published in the town, then in some newspaper having general circulation therein or in handbills to be posted generally throughout the town, and at the front door of the courthouse thereof for a period of 30 days.
- (d) The publication costs shall be paid for by funds allocated for that purpose by the town council, and shall be charged to the delinquent taxpayers listed. The sum payable by each delinquent taxpayer shall be determined by dividing the total publication costs incurred per 30-day period, by the number of delinquent taxpayers listed per 30-day period.

(Code 1968, § 2-3.1(C))

State law reference— *Similar provisions, Code of Virginia, § 58.1-3924.*

TOWN OF ALTAVISTA
DELINQUENT PERSONAL PROPERTY TAXES
UNDER \$20.00
September 4, 2013 (Recommended write-off)

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>	<u>TAX AMOUNT</u>
Elliott, Richard Terrell	62183	\$ 10.11
Northern Leasing Systems Inc	16834	\$ 2.15
Paggans, Robert William	63009	<u>\$ 10.05</u>
	TOTAL	\$ 22.31

**TOWN OF ALTAVISTA
DELINQUENT REAL ESTATE TAXES
September 4, 2013**

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>	<u>TAX AMOUNT</u>
A's Investments Co Inc	59301	\$ 87.84
A's Investments Co Inc	59303	\$ 425.30
A's Investments Co Inc	59305	\$ 87.84
A's Investments Co Inc	59423	\$ 425.30
Adkins, Gerald Douglas	46041	\$ 639.02
Anderson, Curtis & Joyce	44541	\$ 100.47
Anderson, Curtis & Joyce	44543	\$ 208.51
Annas, Richard & Deborah	44571	\$ 365.21
Austin, Terry L	47079	\$ 196.96
Bell, Devon H	44683	\$ 151.36
Burgess, Troy E	47531	\$ 223.26
Centerville Partners LLC	47417	\$ 107.09
Coleman, Dorella	45119	\$ 111.87
Coltrane, Gail M	45155	\$ 3.18
Crider, Deborah	45259	\$ 164.80
Dickinson, Brian E	45253	\$ 363.91
Fitzgerald, Linda P	45723	\$ 105.95
Gregory, Marcellus & Shaundula	47535	\$ 47.52
Gregory, Marcellus Preston	45927	\$ 299.77
H S Nash Timber Corp	45941	\$ 1.75
Hairston, Ethel/Sharon Anthony	45949	\$ 281.79
Harris, Gene & Charlene	46019	\$ 92.17
Interstate Mortgage Corp	46681	\$ 341.23
Kershner, Darl & Shirley	46363	\$ 233.20
Mayhew & Myers Properties LLC	47219	\$ 427.70
Millner, Junior & Elva	46745	\$ 104.22
Minnis J F Estate	46749	\$ 17.03
Minnis J F Estate	46751	\$ 1.14
Monroe Enterprises Inc	46797	\$ 1,421.76
Monroe Enterprises Inc	46799	\$ 31.38
Moorman, Frank & Mamie	46855	\$ 69.65
P & D Enterprises LLC	47017	\$ 2,139.10
P & D Enterprises LLC	47021	\$ 1,081.08
Pannell, David & Geraldine	47031	\$ 317.96
Payne, Cindy L	47055	\$ 853.59
Rice, Terri Dalton	45323	\$ 398.39
Schon, Julianna Hubbard	46177	\$ 145.97
Starr, Emma c/o Myrtle Jackson	47725	\$ 99.46
Starr, Emma c/o Myrtle Jackson	47727	\$ 99.46
Starr, Emma c/o Myrtle Jackson	47729	\$ 105.24
Stepney, Clinton & Jeannette	47743	\$ 138.31
Thacker, Christopher K/Janet	47853	\$ 237.68
Thacker, Timothy J	45269	\$ 100.47
Thacker, Timothy J	45273	\$ 112.20

Thacker, Timothy J	45283	\$	84.39
Thacker, Timothy J	45287	\$	81.93
Thacker, Timothy J	47863	\$	75.87
Thacker, Timothy J	47865	\$	40.11
Thacker, Timothy J	47867	\$	86.84
Thomas, Essie	47873	\$	85.33
Woodruff, Earl & Margaret	48257	\$	<u>69.43</u>
	Total	\$	12,464.71

**TOWN OF ALTAVISTA
DELINQUENT REAL ESTATE TAXES
SEPTEMBER 4, 2013
UNDER \$20.00**

TAXPAYER NAME

TAX ROLL NUMBER

TAX AMOUNT

None to report

**TOWN OF ALTAVISTA
DELINQUENT PERSONAL PROPERTY TAXES
SEPTEMBER 4, 2013**

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>	<u>TAX AMOUNT</u>
Adventure Entertainment Inc	16962	\$ 484.49 *
Alexander, James Raymond	59911	\$ 30.54
Anderson, Nicole Owens	56537	\$ 241.51
Annas, Deborah David	60569	\$ 36.56
Annas, Richard Leon	50813	\$ 37.13
Anthony, Thomas Julian	15896	\$ 80.86
Anthony, Thomas Julian	15898	\$ 80.86
Arthur, John Norman	53589	\$ 32.98
Arthur, Virginia Ellerson	57821	\$ 36.03
Austin-Barnwell, Inge Marie	57825	\$ 28.87
Austin-Barnwell, Inge Marie	59527	\$ 31.22
Austin-Barnwell, Inge Marie	61063	\$ 17.74
Ballard, Tammy Beasley	63065	\$ 26.95
Bank of the West	62873	\$ 226.14
Bell, Quinn Keontae	60459	\$ 42.69
Benoit, Ross Logan	63787	\$ 32.02
Berger, Brittany Nicole	60649	\$ 21.04
Berger, Russell Woodrow	62439	\$ 38.24
Berger, Russell Woodrow	63105	\$ 100.54
Berger, Shonda Romaine	59967	\$ 31.56
Berger, Shonda Romaine	61469	\$ 29.88
Berger, Shonda Romaine	61471	\$ 49.99
Berger, Tina Cook	60493	\$ 24.48
Berry, Angle Mae	62255	\$ 37.13
Boley, Jason Snead	16942	\$ 17.74
Boley, Jason Snead	58329	\$ 37.63
Bond, William Everette 2nd	63455	\$ 20.61
Branzelle, Susan Palmer	61913	\$ 39.34
Brinkley, Stephen Travis	56887	\$ 21.04
Brooks, Teri Kelly	60135	\$ 10.05
Brooks, Teri Kelly	60137	\$ 47.17
Brooks, Teri Kelly	63113	\$ 53.24
Brown, Shana Matirs	58659	\$ 111.62
Brown, Shana Matirs	58661	\$ 80.86
Brown, Shana Matirs	58663	\$ 98.17
Brumfield, Candace Nicole	62105	\$ 35.56
Brumfield, Jonathan Wayne	53701	\$ 63.12
Brumfield, Jonathan Wayne	53703	\$ 63.12
Butler, George Calvin	16416	\$ 80.86
Butler, George Calvin	21668	\$ 80.86
Cadogan, Brandon Andrew	59031	\$ 80.86
Cadogan, Tyrone Jerome	58785	\$ 88.00
Cadogan, Tyrone Jerome	58787	\$ 42.05
Cadogan, Tyrone Jerome	58789	\$ 35.75
Canada, Tallulla L	49657	\$ 36.36

Canada, Tallulla L	59549	\$	58.17
Castillo, Isidro	60345	\$	28.75
CJL Enterprises Inc	59093	\$	136.35
CJL Enterprises Inc	59095	\$	93.02
CJL Enterprises Inc	59097	\$	74.51
Clark, Lewis Sr	52851	\$	43.73
Clay, Phillip Anthony	56645	\$	22.69
Coleman, Cynthia Boley	57503	\$	32.37
Coleman, Michelle Waller	58235	\$	52.82
Coleman, Michelle Waller	58237	\$	77.36
Cook, Anthony Mccory	63193	\$	38.30
Cook, Donnell Preston 3rd	59137	\$	29.09
Cook, Joanne Myers	58733	\$	229.56
Cook, Lawrence Edward	10092	\$	32.01
Cook, Lawrence Edward	17002	\$	46.04
Cook, Lawrence Edward	52863	\$	22.69
Cook, Ryne Leon	62229	\$	94.76
Cox, James Wesley	58397	\$	51.00
Cummings, Franklin H	11548	\$	37.13
Cyrus, Codie Andrews	62445	\$	63.56
Davis, Blake Taylor	63401	\$	17.74
Davis, Deshawn Kamaine	63629	\$	17.74
Davis, Jeremy Maurice	63691	\$	17.74
Davis, Jeremy Maurice	63693	\$	31.22
Davis, Karlton L	53935	\$	43.73
Davis, Karlton L	60307	\$	40.43
Davis, Taneshia Leshea	63459	\$	57.96
Destin, Natacha	57489	\$	32.01
Dews, Stephanie K	57907	\$	40.43
Dews, Stephanie K	59579	\$	40.43
Dews, Stephanie K	61103	\$	37.13
Dews, Stephanie K	62619	\$	17.74
Dickerson, Brittany Leschae	61941	\$	71.60
Dillard, Eugene Melvin	55001	\$	17.74
Dillard, Eugene Melvin	56607	\$	10.05
Doss, Brian Heath	59141	\$	22.69
Easley, Quintin Matthew	55515	\$	88.12
Easley, Quintin Matthew	56985	\$	39.88
Edwards, Marcus Calvin	63573	\$	15.97
Edwards, Marcus Calvin	63575	\$	37.96
Elder, Sara Renee	60633	\$	50.80
Ellis, Harold	62381	\$	64.40
Ellis, Harold	63303	\$	28.87
Ellis, Harold	63305	\$	17.74
Emerson, Woodrow Jr	59227	\$	21.29
Erk, Patrick Hughes	62265	\$	92.33
Farrar, Leslie Meadows	63655	\$	54.37
Flowers, Melanie Ann	63771	\$	55.26
Fox, Brandon Heath	55677	\$	30.91

Fox, Brandon Heath	58617	\$	32.73
Fox, Brandon Heath	58619	\$	42.90
Fox, Brandon Heath	58621	\$	43.01
Fox, Brandon Heath	60191	\$	38.10
Fox, Cynthia G	12028	\$	22.69
Fox, Kelly Nichole	59073	\$	89.31
Fox, Kelly Nichole	59075	\$	32.73
Fox, Kelly Nichole	60347	\$	63.46
Fox, Kelly Nichole	63273	\$	34.81
Foxx, Kerry Jerome	16184	\$	17.74
Foxx, Kerry Jerome	62899	\$	72.57
Gabel, Joseph Roy	58993	\$	62.73
Garrett, Thomas Ashley	62443	\$	33.45
Gilbert, Shaun Cory	61509	\$	17.74
Gilbert, Shaun Cory	61511	\$	27.52
Gilbert, Sherwood	59823	\$	76.28
Gilbert, Sherwood	59825	\$	34.48
Gilbert, Sherwood	59827	\$	40.43
Global Computer	59231	\$	105.19
Goard, James Eugene	16012	\$	22.69
Goard, James Eugene	16016	\$	60.91
Goard, Wanda Pannell	58797	\$	22.69
Goodman, James Robert Jr	12168	\$	21.04
Goodman, James Robert Jr	56273	\$	61.95
Goodman, James Robert Jr	56273	\$	56.87
Graves, Alicia Ann	55797	\$	28.87
Graves, Carissa Shantel	60149	\$	108.50
Graves, Lindsey Alphonzo	59183	\$	80.86
Graves, Lucy Mitchell	61699	\$	86.83
Graves, Lucy Mitchell	63161	\$	34.60
Green, Nathaniel E	59455	\$	20.61
Green, Nathaniel E	59457	\$	21.04
Green, Nathaniel E	59459	\$	30.35
Green, Nathaniel E	59461	\$	21.04
Green, Nathaniel E	59463	\$	35.56
Greene, William Henry Jr	58469	\$	29.95
Greene, William Henry Jr	58523	\$	42.30
Gregory, Joyce Ann	63719	\$	17.74
Gregory, Marcella Pearl	17254	\$	32.77
Gregory, Marcella Pearl	17256	\$	53.58
Gregory, Marcellus Preston	62429	\$	123.19
Gregory, Marcellus Preston	63371	\$	30.54
Gregory, Shaundula Dickerson	17246	\$	68.92
Gregory, Shaundula Dickerson	52259	\$	19.39
Gregory, Shaundula Dickerson	58365	\$	19.39
Hall, Trevor Wayne	61917	\$	90.07
Hall, Trevor Wayne	63317	\$	73.01
Hall, William Keith	61919	\$	27.40
Hall, William Keith	63577	\$	17.74
Hall, Yvonne B	61143	\$	40.55

Hall, Yvonne B	62663	\$	12.49
Harris, Charlene P	59647	\$	35.07
Hendricks, Terri Lynn	63695	\$	36.06
Hensley, Jason Brian	63713	\$	62.22
Hite, Raymond Vaden Jr	60635	\$	114.78
Hite, Raymond Vaden Jr	61901	\$	76.74
Holcombe, Jessica D	62239	\$	68.13
Holcombe, Jessica D	62241	\$	298.01
Holland's Asphalt Sealing	60383	\$	58.17
Holland's Asphalt Sealing	60811	\$	429.14
Hren, Spencer Evan	57147	\$	17.74
Hren, Spencer Evan	57151	\$	17.74
Hren, Spencer Evan	58685	\$	42.23
Hren, Spencer Evan	61789	\$	32.68
Hren, Spencer Evan	63213	\$	10.05
Hren, Spencer Evan	63215	\$	5.91
Hubbard, Caress Shannell	55681	\$	101.45
Hubbard, Caress Shannell	59169	\$	80.86
Hubbard, Caress Shannell	63281	\$	30.54
Hubbard, Dominique Cheree	63757	\$	29.77
Hudson, Alicia M	62007	\$	69.45
Hudson, Sarah Elizabeth	58569	\$	81.01
Hudson, Sarah Elizabeth	61673	\$	163.26
Hull, Michael Ray	56597	\$	141.36
Hunt, Shanna Nicole	63789	\$	29.09
Irby, John Lewis	57287	\$	33.83
Jennings, Kevin Lee	62035	\$	10.98
Jennings, Kevin Lee	62037	\$	83.15
Johnson, John Charles	63441	\$	56.61
Johnson, Latoya Tyree	63117	\$	27.52
Jones, Brittney Denise	63461	\$	32.56
Jones, Stephanie Lynette	58757	\$	57.73
Jones, Stephanie Lynette	60285	\$	17.74
Jordan, Junior	51257	\$	26.95
Jordan, Junior	58505	\$	17.74
Kelly, Lillie Anne	61589	\$	12.58
Kelly, Lillie Anne	63061	\$	69.31
Kershner, Darl Kenneth	55133	\$	39.21
Kershner, Darl Kenneth	63013	\$	58.98
Kidd, Krystal Renee	60257	\$	41.12
King, Carol Ann	62245	\$	26.01
King, Heather Marie	60623	\$	34.26
King, Heather Marie	61897	\$	93.13
King, Heather Marie	63311	\$	17.74
Kurtz, Christopher James	54191	\$	59.72
Kurtz, Marcella Starr	58595	\$	74.36
Lacy, Jason Matthew	61795	\$	35.26
Little, Brandy Renee	60269	\$	21.04
Little, David Malcolm	60535	\$	32.95
Little, David Malcolm	60537	\$	75.80

Logwood, Jessica Renea	60539	\$	37.34
Looi, Ah Lock	56955	\$	25.94
Mahoney, Richard	60541	\$	45.60
Mahoney, Richard	61885	\$	67.21
Marshall, April L	63551	\$	26.39
Marshall, April L	63553	\$	17.74
Marshall, April L	63555	\$	17.74
Marshall, April L	63557	\$	28.75
Martin, Shannon Henry	58295	\$	21.04
Martin, Shannon Henry	59895	\$	35.07
Maselli, Karina	63585	\$	38.19
Mattox, Dustin Brice	58957	\$	30.44
Mattox, Dustin Brice	63257	\$	45.72
Mays, Thurmond	12992	\$	17.74
McDaniel, Robert W	62521	\$	27.52
McHeimer, Marcella J	59683	\$	32.02
Miller, Charles Joseph	61705	\$	17.74
Minnis, Tristan Obryan	55259	\$	34.19
Mlynarczyk, Thomas Andrew	63467	\$	35.71
Monroe, Harold E	15250	\$	80.86
Monroe, Harold E	15252	\$	80.86
Monroe, John P	58053	\$	43.73
Moon, Cindy A	13144	\$	17.74
Moore, Ashley Marie	58513	\$	36.12
Moore, Ashley Marie	60115	\$	41.12
Moore, James Albert Jr	60111	\$	20.28
Moore, James Albert Jr	60627	\$	41.61
Moore, James Albert Jr	60789	\$	48.73
Moorman, Shannon Marie	54163	\$	38.70
Morgan, Jennifer Anderson	55011	\$	35.26
Morgan, Quintin R	13204	\$	35.61
Myers, Angela Eloise	20752	\$	33.36
Myers, Angela Eloise	62717	\$	40.10
Myers, Iuwanti Kendra	63205	\$	39.09
Myers, Kimberly Renae	63343	\$	58.53
Myers, Sandy Berger	60407	\$	102.85
Myers, Sandy Berger	62041	\$	63.42
Myers, Sandy Berger	63373	\$	34.37
Myers, Sandy Berger	63375	\$	17.74
Myers, Stevie Clinton	55137	\$	34.95
Myers, Stevie Clinton	58391	\$	21.04
Myers, Walter Estate	13292	\$	43.73
Nelson, Shawntae P	61927	\$	33.77
Oliver, Renauldo Sinclair	57157	\$	63.12
Owens, Penny Perkins	63705	\$	17.74
Padgett, Theresa Ann	60127	\$	68.58
Pannell, Shemeka Antoinette	56673	\$	78.21
Pannell, Shemeka Antoinette	56675	\$	117.36
Pannell, Sherman D	15520	\$	29.88
Pannell, Sherman D	56539	\$	17.74

Pannell, Sherman D	61339	\$	17.74
Pannell, Titus Andrew	60063	\$	25.73
Patrick, Broderick O'Shae	53813	\$	39.30
Patrick, Dorothy Marie	62737	\$	63.80
Payne, Adrienne Lawon	60629	\$	41.61
Payne, Chad Dominique	53995	\$	53.91
Payne, Herman William	17102	\$	80.86
Payne, John C	56083	\$	25.38
Payne, John C	62537	\$	17.74
Payne, Marie Elizabeth	11530	\$	40.43
Payne, Vertna Lee	58321	\$	80.28
Pickett, Tammy Lynn	57471	\$	68.02
Pierce, Ethel Lewis	63707	\$	44.25
Pittman, Kimberly Michelle	62909	\$	29.54
Power, Annette O	62933	\$	12.61
Power, Jessica Lynn	58783	\$	42.66
Power, Jessica Lynn	60305	\$	48.86
Power, Jessica Lynn	61829	\$	89.49
Power, Jessica Lynn	63405	\$	36.84
Pritchett, James Edward	53327	\$	80.86
Pryse Enterprises	62385	\$	452.38
Radar, Darrell Scott	63751	\$	17.74
Reigelsperger, Stephanie M	18238	\$	17.74
Reigelsperger, Stephanie M	56815	\$	31.11
Reigelsperger, Stephanie M	61595	\$	53.58
Rice, Brian David	56863	\$	38.53
Rice, Kelli Lynn	61747	\$	47.04
Rice, Krystal Lee	61785	\$	39.80
Ridgeway, Lorie Dalton	61409	\$	2.36
Ridgeway, Lorie Dalton	62913	\$	30.10
Robinson, Carl Antonio	55539	\$	88.37
Robinson, Carl Antonio	61701	\$	37.45
Robinson, Sandra Denise	61415	\$	65.66
Robinson, Sandra Denise	61419	\$	36.89
Robinson, Sharra La'Shall	61893	\$	45.72
Robinson, Sharra La'Shall	63307	\$	62.57
Rosser, Charles Eugene	60003	\$	32.41
Sanitate, Joseph James Jr	60643	\$	17.74
Scott, Alisa Nichole	58925	\$	31.81
Shanks, Thomasine Idell	54951	\$	53.95
Shanks, Thomasine Idell	58243	\$	21.04
Shelton, Kimberly McDaniel	60605	\$	79.85
Shelton, Michael Jeffrey	60957	\$	43.73
Shelton, Michael Jeffrey	62207	\$	37.13
Shelton, Michael Jeffrey	62209	\$	37.13
Shelton, Shanel Denise	53359	\$	80.86
Shelton, Stuart Arthur	59887	\$	58.17
Shields, Dwayne E	10534	\$	95.95
Shields, Jeremy Lynn	56781	\$	80.86
Shields, Jeremy Lynn	56783	\$	109.40

Shields, Jeremy Lynn	63035	\$	30.32
Slaughter, Shandra Renee	63937	\$	25.73
Slayton, Raven Sheree	62211	\$	47.59
Slayton, Raven Sheree	62213	\$	71.16
Slayton, Raven Sheree	62215	\$	127.87
Slayton, Raven Sheree	62217	\$	51.94
Smith, Latesha Idell	60511	\$	78.41
Smith, Margretha Anna	59159	\$	59.47
Smith, Mitzi Marie	63519	\$	74.13
Smith, Sylvia Cabler	13288	\$	31.34
Smith, Sylvia Cabler	61215	\$	34.93
Speed-Keane, April Renee	61447	\$	93.65
Spinner, Melletta D	54825	\$	35.26
Sprint United Mgmt Co	16468	\$	120.17
Stapleberg, Cassie Lynne	59171	\$	32.62
Stapleberg, Cassie Lynne	60379	\$	33.51
Stevens, Scott Edward	57261	\$	34.81
Stevens, Scott Edward	57301	\$	41.61
Stevens, Scott Edward	63231	\$	86.83
Stevens, Scott Edward	63233	\$	179.46
Stone, Germaine Monroe	61787	\$	37.13
Stone, Karon Lee	62795	\$	85.94
Stone, Marcus Dean	55977	\$	100.82
Stone, Phillip Anthony Jr	61865	\$	19.39
Stone, Tonya Logwood	61929	\$	27.18
Stone, Tonya Logwood	63323	\$	28.40
Sutphin, Joel Wayne Jr	57127	\$	58.17
Tapp, Wesley Scott	51115	\$	79.57
Tardy, April Waller	60433	\$	29.26
Thacker, Janet Scruggs	58467	\$	72.71
Thomas, Adettra A	59417	\$	263.64
Thomas, Danielle Michelle	61743	\$	33.56
Thompson, Maurice Demonne	60081	\$	37.97
Thompson, Maurice Demonne	60083	\$	48.05
Thornhill, Russell L	56459	\$	113.59
Traver, David Bradley 3rd	58741	\$	33.33
Tuck, Earl James	55443	\$	22.69
Tuck, Earl James	56959	\$	22.69
Tuck, Earl James	60173	\$	21.04
Tucker, Angela Eloise Myers	55949	\$	51.79
Tucker, Gloria Dalton	55061	\$	115.41
Tucker, Lois Karlene	63753	\$	36.06
Tucker, Shirley Mae	60467	\$	56.28
Tucker, Timothy Jerome	54177	\$	36.12
Tucker, Timothy Jerome	54179	\$	64.30
Turner, Brooke Langhorne	50895	\$	19.51
Turner, Brooke Langhorne	56713	\$	174.73
Turner, Brooke Langhorne	56715	\$	39.42
Turner, Brooke Langhorne	51665	\$	61.47
Turner, Bryan Michael	58579	\$	140.67

Tweedy, Melanie L	56129	\$	34.43
United Telephone of Ohio	62147	\$	180.93
Unroe, Judith	59509	\$	30.42
Unroe, Judith	61051	\$	44.26
Wade, Aaron Scott	62279	\$	39.42
Wade, Joshua Allan	60119	\$	40.43
Wade, Joshua Allan	60121	\$	65.00
Wade, Joshua Allan	60123	\$	58.17
Wade, Joshua Allan	60125	\$	40.43
Wade, Joshua Allan	61627	\$	30.65
Walker, Quanisha Shanae	63475	\$	33.36
Waller, Billy Andrew	63643	\$	17.74
Waller, Billy Andrew	63645	\$	34.14
Waller, Christopher Lee	63521	\$	38.76
Waller, Tonia Glass	59511	\$	71.15
Waller, Tracy Johnathon Jr	61985	\$	19.39
Watts, Denise Crystal	55781	\$	70.71
White, Charles Correll	60631	\$	127.90
White, Michael Allen	57213	\$	29.75
White, Tammie Lynn	60667	\$	113.82
White, Tammie Lynn	60669	\$	109.17
White, Tammie Lynn	60671	\$	82.67
Whiteside, Joanne Brown	60351	\$	42.80
Williams, Kenneth Lee	55999	\$	53.67
Williams, Sandy Michelle	63235	\$	37.51
Wilson, Billie Ruth	55555	\$	30.43
Wilson, Billie Ruth	59987	\$	35.32
Wilson, Billie Ruth	62995	\$	28.19
Wilson, Keith Douglas	57445	\$	30.68
Wilson, Marsha Ann	59025	\$	40.72
Wimbush, Erika Denise	61863	\$	38.19
Witt, Rhonda Shelton	63131	\$	31.22
Womack, Stephanie Ann	62017	\$	45.15
Woodruff, Sharon Elizabeth	58453	\$	36.82
Woods, Jessica Ann	60289	\$	116.57
Woods, Jessica Ann	61823	\$	35.56
Woodson, John Norman 2nd	63081	\$	21.64
Woodson, John Norman 2nd	63083	\$	13.17
Workman, Michael Joseph	63325	\$	27.52
Wright, Ashley RYanne	61861	\$	37.90
Yang, Guoqiang	51221	\$	140.68
Yang, Guoqiang	51223	\$	117.18
Yang, Guoqiang	53637	\$	101.72
Younger, Jeremy Jermaine	61989	\$	42.57
Zurawski, Marilyn	57267	\$	39.51
			<hr/>
	TOTAL	\$	21,215.09

*Bankruptcy

**TOWN OF ALTAVISTA
UNCOLLECTED TAXES AMOUNTING
TO LESS THAN \$20.00 FOR WHICH
NO BILLS WERE SENT
AS OF SEPTEMBER 4, 2013**

REAL ESTATE TAXES

None

PERSONAL PROPERTY TAXES

None

**TOWN OF ALTAVISTA
DELINQUENT PERSONAL PROPERTY TAXES**

**September 4, 2013
2008 TAX YEAR**

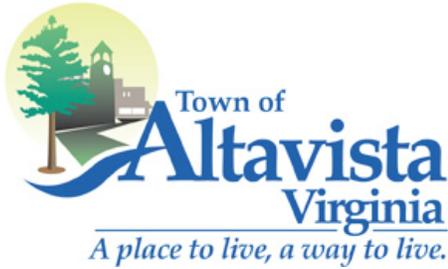
(Recommended write-off)

<u>TAXPAYER NAME</u>	<u>TAX ROLL NUMBER</u>	<u>TAX AMOUNT</u>
Anthony, Thomas Julian	15896	\$ 24.34
Anthony, Thomas Julian	15898	\$ 24.34
Bradner, Michael Edward	50871	\$ 24.34
Brumfield, Jonathan Wayne	53701	\$ 24.34
Brumfield, Jonathan Wayne	53703	\$ 24.34
Cannon, Robert James Jr	17152	\$ 47.70
Carey, John Talbert	55791	\$ 37.78
Clark, Lewis Sr	52851	\$ 24.34
Clay, Phillip Anthony	56643	\$ 39.53
Clay, Phillip Anthony	56645	\$ 34.56
Coleman Cynthia Boley	57503	\$ 36.76
Coleman Cynthia Boley	57505	\$ 94.73
Coleman Cynthia Boley	57507	\$ 75.60
Collins, Barbara Anna	57139	\$ 40.99
Collins, Barbara Anna	57141	\$ 46.83
Cox, James Wesley	56735	\$ 42.45
Crews, Marcus Brian	52385	\$ 172.80
Crews, Marcus Brian	52389	\$ 81.73
Davel Communications Inc	17938	\$ 9.74
Davel Communications Inc	17940	\$ 5.52
Davel Communications Inc	17942	\$ 5.52
Destin, Natacha	57489	\$ 35.58
Dyson, Donna Andrea	55255	\$ 36.89
Dyson, Donna Andrea	56805	\$ 35.15
Easley, Quintin Matthew	55515	\$ 33.40
Easley, Quintin Matthew	56985	\$ 49.31
Fox, Cynthia G	12028	\$ 34.56
Fox, Elizabeth Diane	56857	\$ 38.82
Goard James Eugene	16012	\$ 24.34
Goard, James Eugene	16016	\$ 34.86
Goard, James Eugene	16018	\$ 39.68
Gregory, Gracie Younger	57491	\$ 39.81
Gregory, Gracie Younger	57493	\$ 58.66
Hull, Michael Ray	56597	\$ 104.36
Irby, John Lewis	57287	\$ 38.80
Johnson, Loretta A	56063	\$ 91.95
Johnson, Loretta A	56065	\$ 35.15
Johnson, Loretta A	56067	\$ 37.78
Johnson, Loretta A	56069	\$ 62.41
Johnson, Loretta A	56071	\$ 43.62
Kurtz, Christopher James	54191	\$ 95.60
Minnis, Tristan Obryan	55259	\$ 39.09
Monroe, Harold E	15250	\$ 24.34
Monroe, Harold E	15252	\$ 24.34

Monroe, John P	56349	\$	34.71
Moore, Dorothy Clay	17222	\$	24.34
Moore, Dorothy Clay	17224	\$	24.34
Moorman, Darnell A	13194	\$	34.41
Moorman, Darnell A	13196	\$	45.80
Myers, Cassondra Nichelle	55923	\$	91.95
Myers, Walter Estate	13292	\$	24.34
Nichols, Christy R	49275	\$	86.41
Oliver, Renauldo Sinclair	57157	\$	24.34
P C Designs Inc	15516	\$	21.50 *
P C Designs Inc	15518	\$	12.50 *
P C Designs Inc	16076	\$	10.10 *
P C Designs Inc	17622	\$	54.36 *
P C Designs Inc	50725	\$	157.00 *
P C Designs Inc	50727	\$	413.74 *
P C Designs Inc	51649	\$	568.95 *
P C Designs Inc	57533	\$	514.72 *
Pannell, Shemeka	56671	\$	40.11
Pannell, Shemeka	56673	\$	48.15
Pannell, Shemeka	56675	\$	50.03
Pritchett, James Edward	53327	\$	24.34
Pruitt, Terry Ronell	57497	\$	24.34
Ragsdale, Christa Lindoria	53853	\$	50.33
Reid, April Michelle	57163	\$	24.34
Robinson, Carl Antonio	55539	\$	33.84
Shelton, Shanel Denise	53359	\$	33.10
Shields, Dwayne E	10534	\$	25.80
Shields, Jeremy Lynn	56781	\$	24.34
Shields, Jeremy Lynn	56783	\$	36.32
Smith, Sean Michael	57475	\$	38.07
Spinner, Florence Calloway	56769	\$	35.15
Sprint United Mgmt Co	16468	\$	9.25
Stewart, Kyle David	56891	\$	33.84
Stone, Marcus Dean	55977	\$	36.89
Taylor, Shannon Renea	50967	\$	35.30
Taylor, Shannon Renea	56777	\$	24.34
Taylor, Shannon Renea	56779	\$	36.61
Thornhill, Russell L	56459	\$	34.86
Tolliver Bronson Angelo	57367	\$	36.17
Tuck, Earl James	55443	\$	24.34
Tuck, Earl James	56961	\$	35.30
Tucker, Timothy Jerome	54177	\$	42.60
Tucker, Timothy Jerome	54179	\$	37.48
Tweedy, Melanie L	56129	\$	39.09
Waller, Dorothy Marie	53515	\$	24.34
Walter Myers Estate	13292	\$	24.34
White, Dorathea M	56469	\$	42.16
Williams, Kenneth Lee	55999	\$	70.48
Williamson, Christine L	57305	\$	41.27
Williamson, Jamie Lynn	53601	\$	24.34
Williamson, Jamie Lynn	56817	\$	43.62
Williamson, Jamie Lynn	56819	\$	49.46

Williamson, Jamie Lynn	56969	\$	35.00
Wilson, Keith Douglas	57441	\$	211.74
Wilson, Keith Douglas	57443	\$	72.53
Wilson, Keith Douglas	57445	\$	33.97
Yang Guoqiang	51221	\$	43.03
Yang Guoqiang	51223	\$	35.43
Yang Guoqiang	53637	\$	32.95
Zurawski, Marilyn	57267	\$	<u>47.70</u>
	TOTAL	\$	5,866.98

* Bankruptcy



**Agenda Item: XI A)
Attachment: 5a**

PROJECT UPDATE – For Month of August 2013

VDOT Enhancement Project and Downtown Utility Replacement Project and Pittsylvania Avenue Intersection Project

- Pittsylvania Avenue has been reopened.
- Utility Work continues on 7th Street.
- Concrete work along Main Street between Pittsylvania Avenue and Campbell Avenue continues.

(Attached is a Contractor's "Two Week Look Ahead")

Bedford Avenue Waterline Replacement Project

- Kick-off meeting for the project's engineering design phase is scheduled for Monday, September 9th.

DOWNTOWN INFRASTRUCTURE/STREETSCAPE PROJECT “LOOK AHEAD”

Week of 9/9/13

Our utility crew is scheduled to perform the zipping/milling of the trench line in 7th Street to allow us to continue installing the waterline. By the middle of next week they will continue with the installation of the waterline along 7th Street between Campbell Ave. and Broad St.

The Concrete crew will continue pouring entrances and curb & gutter along the west side of Main Street, from Vista Food to Main Street Café.

Traffic Control/ Pedestrian Control

2 way traffic will be maintain along Main Street and 7th Street maneuvering traffic along the construction area with the utilization of traffic cones and barrels. The sidewalk along the West Side of Main Street will be closed for construction.

Week of 9/16/13

Our utility crew will complete the installation of the main water line along 7th Street. After the line is pressure tested, we will start connecting water service to the new main.

Once the Concrete crew has completed the entrances and curb & gutter on the West side on Main Street, they will then move over to the East side of the street and pour the entrances and curb & gutter from the Car Wash to JRs. While the concrete crew is working on the East side of the street, we will have the electrical conduit for the street lights installed on the West side.

Traffic Control/ Pedestrian Control

2 way traffic will be maintain along Main Street and 7th Street maneuvering traffic along the construction area with the utilization of traffic cones and barrels. The sidewalk along the West Side of Main Street will be closed for construction.

Kurt Mason
Project Manager/Estimator
Virginia Carolina Paving Company
South Boston, VA
O – 434-572-8460 (ext. 302)
F – 434-572-2203

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Labor Day Town Offices Closed	3 Planning Commission Meeting 5:00 PM Finance Committee 4:00 PM	4	5	6	7 First Saturday Trade Lot
8	9	10 Finance Committee Meeting 6:45 PM Town Council Meeting 7:00 PM	11	12	13	14
15	16	17	18	19	20	21 Avoca Annual Harvest Jubilee & Wine Festival Noon-6:00 PM
22	23	24 AEDA Meeting 8:15 A.M.	25	26	27	28
29	30 Planning Commission Meeting 5:00 PM	Notes:				

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	5th Annual Downtown Scarecrow Stroll October 1-31	1 Finance Committee 4:00 PM	2 Public Works/Utility Committee 7:00 A.M	3	4	5 First Saturday Trade Lot
6	7	8 Finance Committee Meeting 6:45 PM Town Council Meeting 7:00 PM	9	10 County/Town Joint Dinner Meeting @ Train Station	11	12
13	14	15	16	17	18	19
20	21	22 AEDA Meeting 8:15 A.M.	23 Public Works/Utility Committee 7:00 A.M.	24	25	26
27	28	29	30	31	Notes:	

