

Town of Altavista

Town Council

Work Session Agenda

J.R. "Rudy" Burgess Town Hall
510 7th Street
Altavista, VA 24517

Tuesday, June 23, 2015

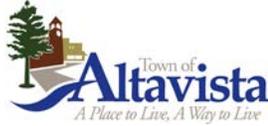
5:00 PM Council Work Session

- 1. Call to Order**
- 2. Agenda Amendments/Approval**
- 3. CLOSED SESSION - Personnel**
- 4. Public Comments –Agenda Items Only**
- 5. Introductions and Special Presentations**
- 6. Items Contingent for the Regular Meeting**
 - a. Boat Ramp – Engineering Proposal
 - b. Hydraulic Water Model Update Proposal
 - c. Project 1B and Melinda High Pressure Zone Project funding
 - d. Emergency Overflow Pond - PCB Items
 - e. Police Department Weapon Exchange Update
 - f. Police Department Incentives
 - g. Regional Drug and Gang Task Force discussion
- 7. Items Scheduled for the Regular Meeting Agenda**
- 8. Public Comments – Comments are limited to three (3) minutes per speaker.**
- 9. Adjournment**

NEXT SCHEDULED REGULAR TOWN COUNCIL MEETING: **TUESDAY, JULY 14, 2015 @ 7:00 p.m.**

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.



Town of Altavista, Virginia Work Session Agenda Form

Meeting Date: June 23, 2015

Agenda Item: Boat Ramp Feasibility – Engineering Proposal

Summary: Staff has discussed the process by which to move the boat ramp concept forward and feels at this time that evaluation of the preferred site is the next step. This evaluation would include a review of the existing conditions, permitting requirements and provide the Town with a conceptual site plan, preliminary grading plan with earthwork calculations and an engineer’s preliminary cost estimate of the project. Two proposals for this work were received from our annual service contract firms, the costs ranged from \$3,500 to \$4,500.

Staff Evaluation: Based on previous action of Council, this would appear to be the next logical step towards assessment of the feasibility of this project. Staff would seek to have Council place this item on their regular July meeting for approval of up to \$4,500 for this purpose, the proposal is for \$3,500 and the extra funds would be used as contingency.

Budget/Funding: The requested \$4,500 is not included in the FY2016 Budget.

Legal Evaluation: The Town Attorney will be available to address legal issues.

Staff Recommendations: Staff would request for Council to provide any feedback or direction that they deem necessary or appropriate.

Attachments: Engineering Fee proposal

Council Recommendations:

- Additional Work Session Regular Meeting No Action
Consensus Poll on Action ____ (Aye) ____ (Nay)



GAY AND NEEL, INC.

ENGINEERING ♦ LANDSCAPE ARCHITECTURE ♦ SURVEYING
1260 Radford Street • Christiansburg, Virginia 24073
540.381.6011 office • 540.381.2773 fax
www.gayandneel.com • info@gayandneel.com

STANDARD FORM OF AGREEMENT FOR PROFESSIONAL SERVICES

Job No: Next

Date: 6/16/15

Client Information:

Name: J. Waverly Coggsdale, III Phone No.: (434) 369-5001

Company: Town of Altavista Fax No.: _____

Address: 510 Seventh Street, P.O. Box 420 Email: jwcoggsdale@altavistava.gov

Altavista, VA 24517 Other: _____

Project: Staunton River Boat Ramp

Location: Campbell County, Virginia

Description of Services:

GNI proposes to provide the following:

1. A schematic boundary/lot layout of the 3 acre site.
2. A base sheet (includes aerial and County provided topo).
3. Conceptual Site Plan (horizontal layout of the parking lot and boat ramp).
The Conceptual Site Plan shall include the required number of parking spaces, indication of the proposed traffic circulation, an access/entrance to the site, a preliminary layout of site utilities, a conceptual footprint of the location of a bathroom facility.
4. Gain Town approval of horizontal layout before beginning the grading phase of the project.
5. Conceptual Grading Plan (vertical layout of the parking lot and boat ramp).
The preliminary grading plan shall include proposed contours (very limited spot elevations), and a conceptual stormwater management plan.
6. Preliminary Earthwork Calculations.
7. Engineer's Preliminary Cost Estimate and a list of anticipated permitting requirements.
Engineer's Preliminary Cost Estimate shall assign a cost to all items shown on the completed Conceptual Plan (earthwork, asphalt, concrete, utility extensions, bathroom facility, etc.).

These numbers are based on an assumption that we will be provided topographical mapping for the site from the County or other source. The numbers are also tied to man-hours so the numbers are also limited to 2 rounds of revisions at the horizontal layout phase. Additional revisions would have to be charged hourly. Once we have the horizontal layout locked down and approved by the Town, we would complete the somewhat detailed preliminary grading component of the design.

By their signature affixed hereto, Client hereby agrees and acknowledges the above described scope and fee. Please note that for any boundary surveying performed as noted in the scope above, the boundaries of the subject properties will be determined by Gay and Neel, Inc. personnel in a manner which is not biased either towards the Client or towards any adjoining property owner and which, to the Client's benefit or detriment, is based on Gay and Neel, Inc.'s. personnel's professional judgment using information available through public records, field evidence, and other evidence and information that may become available through the course of their work. Gay and Neel, Inc.'s Standard Terms and Conditions apply to this agreement. The undersigned also hereby agrees to pay in full for the services agreed to in this document. Gay and Neel, Inc. reserves the right to assess a finance charge of 1½% per month on accounts more than thirty (30) days past due. Should the account become past due, the undersigned agrees to pay all finance charges, late fees, collection costs, liens, legal fees, and any other costs associated with the collection of monies owed to Gay and Neel, Inc.

A schematic boundary/lot layout of the 3 acre site:	\$250
Base Sheet:	\$250
Conceptual Site Plan:	\$1,250
Conceptual Grading Plan:	\$1,000
Preliminary Earthwork Calculations:	\$250
Engineer's Preliminary Cost Estimate:	\$500
Total Lump Sum:	\$3,500

Fee Basis: Hourly Lump Sum

Authorization to Proceed:

SIGNATURE

DATE

PRINTED NAME

TITLE

For Gay and Neel, Inc.:



SIGNATURE

Theron F. Barrineau, II, Senior Project Manager

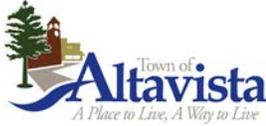
PRINTED NAME AND TITLE

Gay and Neel, Inc. Standard Terms and Conditions

The following Standard Terms and Conditions are incorporated into any proposal by Gay and Neel, Inc. (GNI) and any agreement between Client and GNI to provide work or services ("this Agreement"):

1. All drawings, survey notes, digital files, and other documents prepared by GNI ("Instruments of Service") are, and shall remain, the property of GNI. These Instruments of Service are licensed to the Client solely for use in connection with the project contemplated in this Agreement and are not to be used for any other purpose or project. GNI shall have the right to use all such Instruments of Service and, unless Client specifically instructs GNI otherwise, photographs of any completed project for marketing purposes. GNI shall be deemed the author of these Instruments of Service and shall retain all common law, statutory and other reserved rights, including the copyright. Submission or distribution of documents to meet official regulatory requirements or for similar purposes is not to be construed as publication in derogation of GNI's reserved rights.
2. GNI may from time to time provide electronic copies of plans, drawings, or other documents. These are provided for informational purposes and for the convenience of Client and are not intended to be relied on. Only original documents signed and sealed by a licensed professional should be relied upon. GNI makes no warranty, express or implied, with respect to the use of electronic copies or their fitness for your purposes, and assumes no responsibility or liability for any errors or omissions contained therein or any incidental, indirect, or consequential damages whatsoever arising from the use of these drawings.
3. Client shall be liable for, and shall pay, all collection expenses, witness fees, court costs, and attorney's fees incurred by GNI to enforce this Agreement.
4. All charges will be billed monthly as the work progresses, and shall be due within thirty (30) days of invoice date. A late charge of 1 ½% per month, which is an annual percentage rate of 18%, will be applied to any unpaid balance commencing thirty (30) days after the date of the original invoice. Client agrees to pay such finance charges.
5. In the event that work not specified in this Agreement is required for any reason, such additional work shall be paid for by Client at GNI's prevailing rates for similar work. The Client shall reimburse GNI for all expenses, except as otherwise specifically stated in this Agreement, plus fifteen percent (15%). Such expenses include, but are not limited to, subdivision fees, assessment fees, fees for governmental checking and inspection, permits, LIDAR tiles, blueprints and reproduction, travel expenses, shipping/courier expenses, and subcontractor services.
6. GNI's liability hereunder shall be limited to the compensation paid to GNI under this Agreement, excluding reimbursement for expenses, unless such liability results directly from the intentional misconduct of GNI. GNI will not be liable for lost profits, special, incidental, exemplary, consequential, punitive, direct or indirect damages.
7. In the event Client fails to pay within thirty (30) days after invoices are rendered, then Client agrees that GNI shall have the right to cease work under this Agreement. Client agrees to indemnify and hold harmless GNI from and against all claims, damages, losses and expenses, direct and indirect, or consequential damages, arising out of or resulting from such work stoppage. Additionally, GNI may withhold from the Client any work prepared under this Agreement until all delinquent invoices are paid in full.
8. In the event all or any portion of the work contemplated by this Agreement is suspended, abandoned, or terminated, for any reason, the Client shall pay GNI for the work performed to date on an hourly basis, at GNI's prevailing rates for similar work, not to exceed any maximum contract amount specified herein. If the work is resumed, Client shall pay GNI for expenses incurred in the interruption and resumption of GNI's work.
9. Any proposal submitted to Client is valid for 45 days from the date of the proposal. Should GNI choose to cancel the proposal, it is GNI's right to do so at any time. If verbal authorization to begin work is given to GNI, Client shall be deemed to have agreed to all conditions and terms of the proposal and this Agreement whether or not signed by the Client.
10. This Agreement constitutes the final expression of the parties' agreement, and it is a complete and exclusive statement of the terms of that agreement. This Agreement shall be binding on the parties, their successors and assigns, but may not be assigned by Client without GNI's express written consent. In the event any provisions of this Agreement shall be held to be invalid and unenforceable, the other provisions of this Agreement shall remain valid and binding. The services contemplated by this Agreement are for the exclusive use of the Client. Nothing in this Agreement shall create a contractual relationship for the benefit of any third party.
11. This Agreement shall be governed by the laws of the Commonwealth of Virginia, and the parties consent to the jurisdiction and venue of the courts of Montgomery County, Virginia and the federal courts located in Roanoke, Virginia.

Effective: July1, 2008



Town of Altavista, Virginia Work Session Agenda Form

Meeting Date: June 23, 2015

Agenda Item: Hydraulic Water Model – Engineering Proposal

Summary: The Town’s current Hydraulic Water Model is currently in need of updating, so it can be more reflective of the new improvements that have been made to the water system. The water model can greatly assist the Town as it explores what upgrades are necessary to the water infrastructure to meet the Town’s needs over the next 10 to 20 years. The update will also provide the Town with computer modeling capabilities to determine the effects of future changes to the system. This update will allow the Water Department to continue to operate and expand the Town’s water system in a systematic and efficient manner.

Staff Evaluation: Based on changes to the system an update to our current water model is warranted and will assist staff will assessing the needed upgrades to the system. In addition, this will assist the Town in reviewing scenarios related to economic development/growth as it relates to water requirements.

Budget/Funding: The engineering fee proposal is \$27,500 (\$20,000 Water Model Update and \$7,500 Water Model Scenario Runs), which is not in the FY2016 Budget.

Legal Evaluation: The Town Attorney will be available to address legal issues.

Staff Recommendations: Staff would request for Council to provide any feedback or direction that they deem necessary or appropriate.

Attachments: Engineering Fee proposal

Council Recommendations:

- Additional Work Session
 - Regular Meeting
 - No Action
- Consensus Poll on Action ____ (Aye) ____ (Nay)



June 2, 2015

Mr. David Garrett
Director of Public Works & Utilities
Town of Altavista
510 Seventh Street
Altavista, VA 24517

Re: Hydraulic Water Model Update
Town of Altavista, Virginia
Engineering Fee Proposal

Dear Mr. Garrett:

Pursuant to our conversations with Town staff, WW Associates is pleased to provide the Town of Altavista (Town) this fee proposal for professional engineering services to update the Town's existing hydraulic water model.

The Town is supplied with water from its 3 MGD water treatment plant located on Ricky Van Shelton Drive in Pittsylvania County. The Town water treatment plant also provides water to the Town of Hurt and its booster pumping station via a gravity feed line from the water treatment plant clearwell. The raw water intake for the water treatment plant is located on the Staunton River four miles upstream of the water treatment plant. Water from the intake is pumped to the water treatment plant. In addition, water is supplied to the Town by the McMinnis Spring (320 gpm) and the Reynolds Spring (280 gpm). WWA will work with Town staff to obtain pump data for all the finished water pumps in the Town's system.

The Town has two water zones. The first is the lower zone, which contains the Bedford Avenue Water Tank (0.75 MG) and the Clarion Tank (0.8 MG). These ground storage tanks have similar overflow elevations; 742.5 and 742.0, respectively. Water is pumped from the Bedford Tank to the second, or upper zone, which is serviced by the Melinda Tank (1.5 MG). The Melinda Tank is a ground storage tank with an overflow elevation of 880.

In addition, the Town recently acquired the Dearing Ford Tank (0.3MGD), an elevated tank with an overflow elevation of 894. In the past this tank has been supplied by CCUSA and the Reynolds Spring. The Town is currently evaluating disconnecting it from CCUSA and placing the tank into service to create a third pressure zone supplied by the Reynolds Spring to serve the Tardy Mountain Road area. The Dearing Ford tank may also provide redundancy to the nearby Clarion Tank.

Town staff have recently identified several areas of concern regarding the operations of the Town's water distribution system. WW Associates will analyze the daily operation of the distribution and storage system to model the water delivery system. This effort will entail a site visit with Town staff documenting existing conditions and how the system operates. Water

production and sales will be analyzed to determine if there is excessive leakage in the system.

Based on the field work and information provided by the Town, the hydraulic model will be updated, along with controls for pumps and demand of both the residents and the Abbott Laboratories. To verify the updated model, flow testing will be performed within the system to confirm the roughness factors and determine if the model accurately reflects the field conditions.

Upon validation of the model, WW Associates will further refine the model to include projects to be completed in the near future. The final validated model with ongoing or future construction updates will provide the base scenario for additional model runs.

WW Associates will perform model runs testing different configuration of piping at the Town's request. These model runs will be performed at our standard hourly rates. The initial model run is anticipated to include the Dearing Ford Tank, providing a hydraulic analysis as to how the tank may work in conjunction with the rest of the Town's distribution system.

We propose to provide these services in accordance with the following:

Task	Lump Sum Fee	Hourly (Not to Exceed)
Update Hydraulic Model	\$20,000	
Hydraulic Model Scenario Runs		\$7,500

WW Associates is available to begin these services in the month of July and anticipate it will take 60 days of review. We appreciate the opportunity to be of continued service to the Town of Altavista and look forward to working with you on this project. Should this proposal be deemed acceptable, please sign below and return a signed copy to this office.

Sincerely,

WW Associates, Inc.



Edgar J. T. Perrow, Jr, P.E.
Vice President

Town of Altavista, Virginia

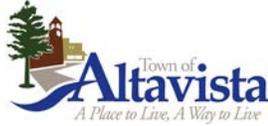
David Garrett
Director of Public Works & Utilities



HOURLY RATE FEE SCHEDULE

March 2015

Principal.....	\$ 150
Project Manager.....	\$ 135
Senior Engineer	\$ 120
Engineer I	\$ 115
Engineer II.....	\$ 105
Engineer III.....	\$ 100
Licensed Surveyor	\$ 95
Senior Planner.....	\$100
Survey crew (2-man).....	\$ 110
Senior Designer	\$ 80
Designer.....	\$ 70
Clerical.....	\$ 45



Town of Altavista, Virginia Work Session Agenda Form

Meeting Date: June 23, 2015

Agenda Item: Utility Project Financing

Summary: Previously Council decided to move forward with both the Main Street Waterline Project (Project 1B) and the Melinda Tank High Pressure Zone (HPZ) project. The Main Street Waterline Project has been advertised and bids are set to be received on June 25th; while the Melinda HPZ Project is in the design phase. At this time, Council has not decided in what manner(s) these two projects will be funded. Last month, Council adopted a reimbursement resolution that will allow the Town to reimburse itself should it decide to borrow for funds spent in connection with the projects. At this point staff seeks any direction or requests for additional information from Council that will assist in the decision-making process.

Staff Evaluation: Based on previous discussions, staff would like to begin the process of moving forward with the procurement process of borrowing the funds associated with these projects, if this is the path which Council would like to pursue.

Budget/Funding: It is anticipated that the Town may borrow up to \$2.6 million for these projects, based on engineer's estimates for the project. In addition, the cost of the financial advisor's services would be \$8,000 and the Bond Counsel would be between \$12,000 and \$14,000.

Legal Evaluation: The Town Attorney will be available to address legal issues.

Staff Recommendations: Staff would request for Council to provide any feedback or direction that they deem necessary or appropriate.

Attachments: Borrowing Scenarios; and March 10, 2015 Council Meeting Memo regarding Project Supplemental Financial Information

Council Recommendations:

- Additional Work Session Regular Meeting No Action
- Consensus Poll on Action ___(Aye) ___(Nay)

5 year (20 year amortization; balloon payment end of 5 years)

\$2,500,000 Interest Rate: 1.99%

Annual Payment:	\$	152,744.29
Balloon Payment:	\$	2,116,865.03
Total Payment:	\$	2,727,842.19

10 year (20 year amortization; balloon payment end of 10 years)

\$2,500,000.00 Interest Rate: 2.25%

Annual Payment:	\$	156,605.18
Balloon Payment:	\$	1,545,100.57
Total Payment:	\$	2,954,546.16

15 years

\$2,500,000.00 Interest Rate: 2.50%

Annual Payment:	\$	201,916.14
Total Payment:	\$	3,028,742.10

20 years

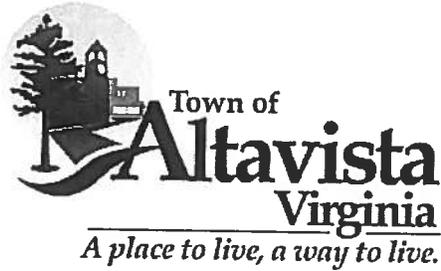
\$2,500,000.00 Interest Rate: 3.0%

Annual Payment:	\$	168,039.27
Total Payment:	\$	3,360,785.38

20 year

\$2,500,000.00 Interest Rate: 4.0%

Annual Payment:	\$	183,954.38
Total Payment:	\$	3,679,087.52



TO: Mayor Mattox and Members of Town Council
FROM: Waverly Coggsdale, Town Manager WC
RE: Project supplemental financial information
DATE: March 10, 2015

On tonight's agenda there are items that involve two utility improvement projects: 1) Project 1B Main Street Waterline; and 2) Melinda High Pressure. It is estimated that the two project costs would be approximately \$2.5 million.

As supplemental information I have attached a Debt Service Schedule for \$2.5 million. The anticipated annual debt service is \$181,560 for 20 years. Preliminary estimates for FY2016 indicate that the Enterprise Fund may have approximately \$190,000 of revenue that could be used for debt service.

In addition below are some of the funds that are currently in the Town's Investments and Deposits report, which is attached to under the Consent Agenda.

- Undesignated Reserve Balance \$2,538,036.20
- General Fund CIP Reserves \$3,084,084.43
- Enterprise Fund CIP Reserves \$ 187,229.04
- General Fund Policy Funds \$4,982,908.00
- Enterprise Fund Policy Funds \$1,330,495.00

\$2,500,000

Town of Altavista

Bank Loan @ 4% 20 years

10/1/2015 Closing

Debt Service Schedule

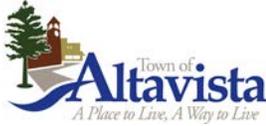
Date	Principal	Coupon	Interest	Total P+I
06/30/2016	-	-	50,000.00	50,000.00
06/30/2017	83,300.00	4.000%	98,334.00	181,634.00
06/30/2018	86,600.00	4.000%	94,936.00	181,536.00
06/30/2019	90,200.00	4.000%	91,400.00	181,600.00
06/30/2020	93,900.00	4.000%	87,718.00	181,618.00
06/30/2021	97,700.00	4.000%	83,886.00	181,586.00
06/30/2022	101,700.00	4.000%	79,898.00	181,598.00
06/30/2023	105,800.00	4.000%	75,748.00	181,548.00
06/30/2024	110,200.00	4.000%	71,428.00	181,628.00
06/30/2025	114,600.00	4.000%	66,932.00	181,532.00
06/30/2026	119,300.00	4.000%	62,254.00	181,554.00
06/30/2027	124,200.00	4.000%	57,384.00	181,584.00
06/30/2028	129,300.00	4.000%	52,314.00	181,614.00
06/30/2029	134,500.00	4.000%	47,038.00	181,538.00
06/30/2030	140,000.00	4.000%	41,548.00	181,548.00
06/30/2031	145,800.00	4.000%	35,832.00	181,632.00
06/30/2032	151,700.00	4.000%	29,882.00	181,582.00
06/30/2033	157,900.00	4.000%	23,690.00	181,590.00
06/30/2034	164,300.00	4.000%	17,246.00	181,546.00
06/30/2035	171,000.00	4.000%	10,540.00	181,540.00
06/30/2036	178,000.00	4.000%	3,560.00	181,560.00
Total	\$2,500,000.00	-	\$1,181,568.00	\$3,681,568.00

Yield Statistics

Bond Year Dollars	\$29,539.20
Average Life	11.816 Years
Average Coupon	4.0000000%
Net Interest Cost (NIC)	4.0000000%
True Interest Cost (TIC)	4.0000000%
Bond Yield for Arbitrage Purposes	4.0000000%
All Inclusive Cost (AIC)	4.1354669%

IRS Form 8038

Net Interest Cost	4.0000000%
Weighted Average Maturity	11.816 Years



Town of Altavista, Virginia Work Session Agenda Form

Meeting Date: June 23, 2015

Agenda Item: Emergency Overflow Pond – PCB Issues

Summary: Last week, the Institute of Advanced Learning and Research (IALR) hosted a Workshop that featured the Town’s efforts in regard to remediation efforts and research involving PCBs. This Workshop featured a tour of the Town’s Emergency Overflow Pond on Thursday, June 18th. In attendance were individuals from the Environmental Protection Agency’s (EPA) Research and Development Center (Cincinnati, OH); University of Maryland Baltimore County; University of Iowa and Ecolotree; as well as members of Council and others.

In the months leading up to the Workshop, several issues related to the EOP were discussed by Council and it was decided that these items would be put on hold until the Workshop was held. The items included: 1) Berm construction; and 2) Grid Sampling. At this time, with the Workshop completed, staff places this issue back on Council’s agenda.

Staff Evaluation: Based on the discussion at the Workshop, it may be advisable to allow the participants (i.e. EPA, and the researchers) an opportunity to digest the information and formulate a report to the Town in regard to their thoughts and a potential research plan.

Budget/Funding: Unknown at this time.

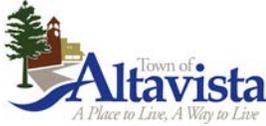
Legal Evaluation: The Town Attorney will be available to address legal issues.

Staff Recommendations: Allow time for the EPA and researchers to coordinate a report to the Town.

Attachments: None

Council Recommendations:

- Additional Work Session Regular Meeting No Action
Consensus Poll on Action ___(Aye) ___(Nay)



Town of Altavista, Virginia Work Session Agenda Form

Meeting Date: June 23, 2015

Agenda Item: Police Department Weapons Exchange Update

Summary: At Council's June 9th meeting, staff presented a request by the Police Department to exchange their existing weapons for a new model. Following discussion, the Police Department was requested to review additional information and report back at the June Work Session. Attached is information comparing two models of weapons (9mm versus 40 caliber).

Staff Evaluation: Based on the discussion at Council's June 9th meeting, it would be staff's thought that an exchange of weapons would be in order.

Budget/Funding: Potential for reduction in operating costs due to lower ammunition costs.

Legal Evaluation: The Town Attorney will be available to address legal issues.

Staff Recommendations: Authorize Police Department to exchange the existing weapons for whichever weapons (9mm or 40 caliber) that Council deems suitable.

Attachments: Altavista Police Department Weapons Exchange - Comparison

Council Recommendations:

- Additional Work Session Regular Meeting No Action
Consensus Poll on Action ____ (Aye) ____ (Nay)

Altavista Police Department Weapon Exchange – Comparison

Glock 9mm

Purchase (17) New Glock 9mm pistols	\$ 6,953.00
Trade In of Glock SF 21 Pistols	\$ 4,675.00
Balanced Owed	\$ 2,278.00
New Equipment (Holsters etc)	\$ 1,835.66
Total Needed to Purchase Everything	\$ 4,113.66
Money Donated by Moose Lodge	\$ 4,113.66
Out of Pocket Expenses expected	\$ 0

Glock 40 Caliber

Purchase (17) New Glock 40 Caliber pistols	\$ 6,953.00
Trade In of Glock SF 21 Pistols	\$ 4,675.00
Balanced Owed	\$ 2,278.00
New Equipment (Holsters etc)	\$ 1,835.66
Total Needed to Purchase Everything	\$ 4,113.66
Money Donated by Moose Lodge	\$ 4,113.66
Out of Pocket Expenses expected	\$ 0

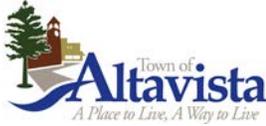
**The only cost will come from the annual purchase of ammo which is built into the budget. Whichever weapon's system the Town Council votes for will dictate how much I will spend on ammunition.

9mm Ball Ammo	\$205.00 per case
9mm Duty Ammo	\$300.00 per case

40 Cal Ball Ammo	\$275.00 per case
40 Cal Duty Ammo	\$386.40 per case

Current Ammo

45 Cal Ball Ammo	\$310.00 per case
45 Cal Duty Ammo	\$408.00 per case



Town of Altavista, Virginia
Work Session Agenda Form

Meeting Date: June 23, 2015

Agenda Item: Housing Incentives - Police Department

Summary: At Council's June 9th meeting, staff was asked to look into possible incentives to police officers that decide to live within the Town limits. Based on staff's research there is a wide spectrum of possibilities in regard to housing incentives. Attached is a memorandum from the Town Manager regarding this item.

Staff Evaluation: Additional review is needed on this item, if a more comprehensive approach is warranted.

Budget/Funding: Any incentive program that is adopted is not provided for in the FY2016 Budget.

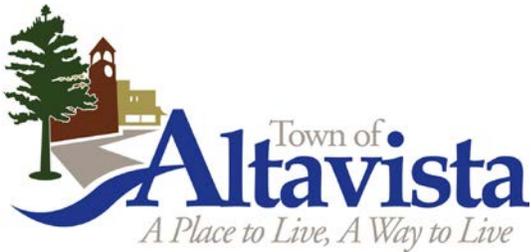
Legal Evaluation: The Town Attorney will be available to address legal issues.

Staff Recommendations: Per the memorandum to Council

Attachments: Memo to Council

Council Recommendations:

- Additional Work Session
 - Regular Meeting
 - No Action
- Consensus Poll on Action ____ (Aye) ____ (Nay)



TO: Mayor Mattox and Members of Town Council

FROM: Waverly Coggsdale, Town Manager

RE: Housing Incentives for Police Department Employees

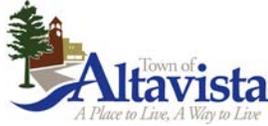
DATE: June 18, 2015

At the June 9th Regular Town Council Meeting staff was asked to research and bring back a recommendation regarding possible housing incentive programs for police department employees. Staff has researched this issue and has found that there are a variety of programs across the nation that deal with housing incentives for police department employees, as well as other employees.

It is my assessment that the original thought behind a housing incentive would potentially involve a “one-time payment” upon moving into the town limits. While no amount was agreed upon, it was mentioned that \$1,000 or more could be considered. Based on staff’s research, a more comprehensive look into a housing incentive plan may better serve the town. In addition, it may be advantageous to define some parameters, as has been the case in other communities that would be the premise for such an incentive program. Following is a list of questions that surfaced during staff’s research:

- Would location of housing be a factor (are certain neighborhoods being targeted)?
- Would we provide a one-time payment for down-payment/closing cost assistance?
- Would the program also assist renters or just homeowners?
- Should we look at a program of home purchase loans?
- Should we seek to partner with local housing providers for reduced rates, especially in higher crime areas?
- Should we provide an “information sharing” network to assist potential participants with locating a house/apartment?
- Are there opportunities to “tap” into funding for a housing incentive program?
- Should such a program be extended to other employees?

Staff believes that a housing program has merit but deserves additional thought and consideration. It may be prudent to start small and build the program, although that can result in a later participant receiving a greater benefit. Accordingly, staff would recommend additional review once input has been received from Council on the questions listed above. Should Council desire to move forward on an interim program, an amount of down-payment assistance and/or rental assistance should be agreed upon? Staff has forwarded to each of you several resources that deal with "housing incentive" programs via email.



Town of Altavista, Virginia
Work Session Agenda Form

Meeting Date: June 23, 2015

Agenda Item: Regional Drug and Gang Task Force discussion

Summary: Last year Council approved the Town's participation in the Central Virginia Regional Drug and Gang Task Force. At this time, due to reduced staffing the officer is temporarily returning to Town to serve in a patrol capacity. Staff wanted to update Council on this issue and see if there is any information that would be needed to evaluate the long term viability of the Regional Drug and Gang Task Force position. At this point staff seeks any direction or requests for additional information from Council that will assist in the decision-making process.

Staff Evaluation: This information is provided as Information Only at this point.

Budget/Funding: The FY2016 Budget includes funds for this position.

Legal Evaluation: The Town Attorney will be available to address legal issues.

Staff Recommendations: None at this time.

Attachments: None

Council Recommendations:

- Additional Work Session Regular Meeting No Action
Consensus Poll on Action ____ (Aye) ____ (Nay)