



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING**

A G E N D A

**Thursday, May 06, 2021
7:00 PM**

CALL TO ORDER AND QUORUM ESTABLISHED:

DELEGATIONS:

- [1.](#) Years of Service Award

PUBLIC COMMENTS:

MEMBER COMMENTS:

STAFF REPORTS & PRESENTATIONS:

- [2.](#) Police Department Monthly Report April 2021
- [3.](#) Public Works/Utilities Monthly Report for April 2021
- [4.](#) Community & Economic Development Council Monthly Report for April 2021
- [5.](#) Town Clerk/Treasurer Council Monthly Report for April 2021

CONSENT AGENDA:

- [6.](#) Bills - April 2021
- [7.](#) Minutes – April 1, 2021 Town Council Work Session
- [8.](#) Minutes – April 1, 2021 Town Council Meeting
- [9.](#) Minutes – April 21, 2021 Special Town Council Meeting
- [10.](#) Schedule Public Hearings - FY 2022 Proposed Budget, Tax Rates and Utility Rates

REPORT OF COUNCIL COMMITTEES:

CLOSED SESSION:

- [11.](#) Closed Session in accordance with Section 2.2-3711(A)(1) of the code of Virginia to consider prospective candidates for employment.

RECONVENE IN OPEN SESSION

ADJOURNMENT



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
AGENDA ITEM REPORT**

AGENDA ITEM: Years of Service Award
ITEM TYPE: Presentation
PURPOSE OF ITEM: Information Only
PRESENTER: Hon. Mark Gaines, Mayor
PHONE: (804) 633-6212

BACKGROUND / SUMMARY:
Presentation of award to employee with milestone years of service

ATTACHMENTS:
None

REQUESTED ACTION:
None



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
MONTHLY REPORT / PROJECT UPDATE**

AGENDA ITEM: Police Department Monthly Report April 2021

DATE: 04/30/2021

PREPARED BY: Chief Justin Cecil Sr.

MONTHLY REPORT / PROJECT UPDATE:

Police Activity for April 2021

21 Total calls for service

37 Summonses / Parking tickets

48 Park walk and talks

16 Assist other agencies

65 Property checks/ Vacation checks

3 Warrant Services

1 Pursuit

2 Motor Vehicle Accidents

ATTACHMENTS:

None

HEADS UP ITEMS:

Radar Trailer should be in within the next 30 days.



TOWN OF BOWLING GREEN TOWN COUNCIL MEETING MONTHLY REPORT / PROJECT UPDATE

AGENDA ITEM: Public Works/Utilities Monthly Report for April 2021

DATE: April 30, 2021

PREPARED BY: Josh Irby

MONTHLY REPORT / PROJECT UPDATE:

Water

- Tank cleaning on EST near VDOT completed and back online
- Inspection of new connections
- Attended Webinar about PFAS
- Meeting with contractors about water meter project (3 meetings)
- Tank cleaning has begun on GST and EST near Town Hall

Wastewater

- Plant is running well, no exceptions to report
- Inspection of new connections
- Meeting with engineers about PER

Public Works

- Maintenance of Town vehicles and equipment
- Facilities/Utilities Committee Meeting
- Normal Grass Cutting
- Continuing to update Iworq (Work Order System) for maintenance schedules, inventory, and maintenance records

ATTACHMENTS:

- Iworq Report (Work Orders)
- DMR for March

HEADS UP ITEMS:

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF ENVIRONMENTAL QUALITY
NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)
DISCHARGE MONITORING REPORT (DMR)

DEPT. OF ENVIRONMENTAL QUALITY
(REGIONAL OFFICE)

PERMITTEE NAME/ADDRESS (INCLUDE
FACILITY NAME/LOCATION IF DIFFERENT)

Northern Regional Office
13901 Crown Court
Woodbridge, VA 22193

NAME: Bowling Green Wastewater Treatment Plant
ADDRESS: co Town of Bowling Green
Bowling Green, VA 22427

VA0020737	001
PERMIT NUMBER	DISCHARGE NUMBER

FACILITY LOCATION: 219 Anderson Ave
Bowling Green, VA 22427

MONITORING PERIOD						
YEAR	MO	DAY	TO	YEAR	MO	DAY
2021	03	01		2021	03	31

NOTE: READ PERMIT AND GENERAL INSTRUCTIONS BEFORE COMPLETING THIS FORM.

Parameter	REPORTD REQRMNT	QUANTITY OR LOADING			QUALITY OR CONCENTRATION			UNITS	NO. EX.	FREQUENCY OF ANALYSIS	SAMPLE TYPE	LAB CODE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM					
FLOW	REPORTD	.077	.143		*****	*****	*****		0	CONT	TIRE	
PARAM CODE: 001	REQRMNT	0.25	NL	MGD	*****	*****	*****					
pH	REPORTD	*****	*****		7.3	*****	7.9		0	1/DAY	GRAB	
PARAM CODE: 002	REQRMNT	*****	*****		6.0	*****	9.0	SU		1/DAY	GRAB	
TSS	REPORTD	0.65	0.67		*****	2.4	2.8		0	3D/W	8HC	
PARAM CODE: 004	REQRMNT	9.5	14	KG/D	*****	10	15	MG/L		3D/W	8HC	
DO	REPORTD	*****	*****		8.1	*****	*****		0	1/DAY	GRAB	
PARAM CODE: 007	REQRMNT	*****	*****		5.0	*****	*****	MG/L		1/DAY	GRAB	
TKN (N-KJEL)	REPORTD	0.29	0.46		*****	1.09	1.87		0	3D/W	8HC	
PARAM CODE: 068	REQRMNT	2.8	4.2	KG/D	*****	3.0	4.5	MG/L		3D/W	8HC	
E.COLI	REPORTD	*****	*****		*****	10	*****		0	3D/W	GRAB	
PARAM CODE: 120	REQRMNT	*****	*****		*****	126	*****	N/CML		3D/W	GRAB	
CBOD5	REPORTD	<QL	<QL		*****	<QL	<QL		0	3D/W	8HC	
PARAM CODE: 159	REQRMNT	9.5	14	KG/D	*****	10	15	MG/L		3D/W	8HC	

GENERAL PERMIT REQUIREMENTS OR COMMENTS:
OUTFALL-SPECIFIC COMMENTS:
PARAMETER-SPECIFIC COMMENTS:

BYPASSES AND OVERFLOWS	TOTAL OCCURENCES	TOTAL FLOW(M.G.)	TOTAL BOD5(K.G.)	OPERATOR IN RESPONSIBLE CHARGE			
				Joshua Irby		1965008627	
I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	TYPED OR PRINTED NAME			CERTIFICATE NUMBER			
	PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT			TELEPHONE			
				804-221-1834			
	TYPED OR PRINTED NAME			SIGNATURE		2021-04-06 10:21:19	

Work Order Detail Report

4/1/2021 - 4/30/2021

Work Date	Assigned Department	Work Description	Work Address/Location
4/1/2021	Utilities	get a read new customer moving in	14330 Fredericksburg Tpk
4/1/2021	Utilities	get a read please	232 W. Broaddus Ave
4/1/2021	Public Works	Check A/C on Police Dodge Charger	Town Shop
4/1/2021	Public Works	Mark Utilities	137 Lafayette
4/1/2021	Utilities	Refill VDOT water tower and collect Bac T samples	Fredericksburg Turnpike
4/1/2021	Utilities	Final Meter Read, Leave water on please	15441 CM Apt 5D
4/2/2021	Utilities	get a read please and take a recycle can	122 Virginia Ave
4/2/2021	Utilities	Inspect water and sewer connections	Lot 4&5 Grant Court
4/3/2021	Public Works	Lower flags	117 Butler St.
4/3/2021	Utilities	Low water pressure	17046 Elm St.
4/5/2021	Public Works	Pressure wash liftstation	Heritage Pine circle
4/5/2021	Public Works	Mow at shop	Cedar Lane
4/5/2021	Public Works	Mow business area sidewalks	Milford St.
4/5/2021	Public Works	Set tables up for 4H	117 Butler St.

Work Date	Assigned Department	Work Description	Work Address/Location
4/5/2021	Public Works	Mow Bowling Green Meadows Park	Dickinson Dr.
4/5/2021	Public Works	Mow Billboard	Rogers Clark Blvd
4/5/2021	Public Works	Mow welcome sign	Rogers Clark Blvd
4/5/2021	Public Works	Mow grass at liftstation	102 Lacy Lane
4/5/2021	Public Works	Mow Grass at welcome sign	Fredericksburg Tpke
4/5/2021	Public Works	Mow grass at VDOT tower	Fredericksburg Tpke
4/5/2021	Public Works	Mow Grass	109 Courthouse Lane
4/6/2021	Public Works	Clean exterior of all trucks	219 Anderson Ave.
4/6/2021	Public Works	Clean interior of all trucks	219 Anderson Ave
4/6/2021	Public Works	marked utilities	lot 1,6,9 Grant CT
4/6/2021	Utilities	Cut water on get a reading	105 North Main
4/6/2021	Public Works	Replace light bulb	202 North Main St.
4/6/2021	Public Works	Mow Town Hall	117 Butler St.
4/7/2021	Utilities	get a meter read please new customers moving in	17212 Mulberry Ln
4/7/2021	Public Works	Clean everything out and off of truck #3	219 Anderson Ave.
4/7/2021	Public Works	Move generator to well 5	213 W. Broaddus Ave
4/7/2021	Public Works	Mow wastewater plant	219 Anderson Ave

Work Date	Assigned Department	Work Description	Work Address/Location
4/7/2021	Utilities	Disconnect service due to non-payment	139 Lee Street
4/7/2021			
4/7/2021	Public Works	Spray grass inside liftstation	Roper Dr.
4/7/2021	Public Works	Mark utilities	14095 Fredericksburg Tpke,
4/7/2021	Public Works	Mow Park and Ride	Chase St.
4/7/2021	Public Works	Mow Police Department, playground, well 1,	Butler St.
4/8/2021	Public Works	Service Scag mower	219 Anderson Ave.
4/8/2021	Public Works	Clean Toro Zero Mower, pushmower	219 Anderson Ave.
4/8/2021	Utilities	Replace broken meter top	113 Milford St.
4/8/2021	Utilities	Install new meter	16040 Grant Ct.
4/8/2021	Public Works	Install new meter	16032 Grant Ct.
4/8/2021	Public Works	Deliver trash can	!00 North Main St.
4/9/2021	Public Works	Back Flow Inspection on irrigation system	17439 Jackson Drive
4/9/2021	Public Works	Remove Route sign poles and place route signs on the same pole with street name. Josh has instructions	Cary Street and Maury Street

Work Date	Assigned Department	Work Description	Work Address/Location
4/9/2021	Public Works	Paint the curbs to match up with the parking spots Josh has instructions	Main street
4/9/2021	Public Works	Crown Victoria- Change oil and filter, engine air filter, spark plugs and boots, and belt	219 Anderson Ave
4/9/2021	Utilities	Engine air filter and cabin air filter change	219 Anderson Ave
4/9/2021	Utilities	Oil and oil filter change, check condition of dump truck and make repairs as necessary	219 Anderson Ave
4/9/2021	Public Works	Nail quarter round back down to floor	117 Butler St.
4/12/2021	Public Works	customer concern with hole in yard near line where water break happened on Martin Street	136 Martin Street
4/12/2021	Public Works	Move number signs onto street name pole	Dorsey Lane
4/12/2021	Utilities	Mark utilities	205 Travis St.
4/12/2021	Utilities	Mark utilities	122 Virginia Ave

Work Date	Assigned Department	Work Description	Work Address/Location
4/12/2021	Public Works	Mow medians at light	North Main St.
4/12/2021	Public Works	Mow Billboard sign	Roger Clark Blvd.
4/12/2021	Public Works	Mow welcome sign	Roger Clark Blvd
4/12/2021	Public Works	Mow liftstation	Heritage Pines Circle
4/12/2021	Public Works	Mow old well site	Maury Ave
4/12/2021	Public Works	Mow well 5	213 West Broaddus
4/12/2021	Public Works	Mow medians	South Main
4/12/2021	Public Works	Mow intersection	Broaddus & A.P Hill Blvd
4/12/2021	Public Works	Mow Billboard	A.P Hill Blvd
4/12/2021	Public Works	Mow liftstation	A.P Hill Blvd
4/12/2021	Public Works	Mow welcome sign	A.P Hill Blvd
4/12/2021	Utilities	Please turn on pool and take a read	335 N Main st
4/13/2021	Public Works	Mow Business sidewalks	Milford St.
4/13/2021	Public Works	marked utilities	115 E Broaddus
4/13/2021	Public Works	marked utilities	205 Travis ST
4/13/2021	Utilities	Change oil, oil filter, air filter, and fuel filter. Check all fluids and fill as necessary. Check condition of all parts and repair/replace as necessary. Clean leaf vacuum entirely.	

Work Date	Assigned Department	Work Description	Work Address/Location
4/13/2021	Public Works	Customer has questions about sewer line on County St.	County St.
4/13/2021	Public Works	Mow park and ride	Chase St.
4/13/2021	Utilities	Disconnect service, Please take a final read	115 N Main Street - Ehzakt Fitness
4/13/2021	Public Works	Mow liftstation	Coolidge Lane
4/13/2021	Public Works	Mow liftstation	Roper Dr.
4/13/2021	Public Works	Mow Bowling Green Meadows Park	Dickinson Dr.
4/13/2021	Public Works	Mow Police Department, playground and well 1	107 Butler St.
4/13/2021	Public Works	Mow Town Hall	117 Butler St.
4/13/2021	Public Works	Mow well 4	Cedar Lane
4/13/2021	Public Works	Mow liftstation	Lacy Lane
4/13/2021	Public Works	Mow welcome sign	Fredericksburg Tpke
4/13/2021	Public Works	Mow VDOT tower	Fredericksburg Tpke
4/14/2021	Public Works	marked utilities	134 Lafayette Ave.
4/14/2021	Public Works	Clean mower	219 Anderson Ave
4/14/2021	Public Works	Mow wastewater plant	219 Anderson Ave.
4/14/2021	Public Works	Mark utilities	236 Milford St.
4/14/2021	Public Works	Water and sewer inspection	Lot 1 Grant Court

Work Date	Assigned Department	Work Description	Work Address/Location
4/14/2021	Public Works	Mow Office	109 Courthouse Lane
4/15/2021	Public Works	pick up broken recycle can and take new recycle can	121 Gill St
4/15/2021	Utilities	Meter Read	17329 Chase St
4/15/2021	Public Works	marked utilities	233 W Broaddus
4/15/2021	Treatment Plant	Get up #2 drying bed	219 Anderson Ave
4/16/2021	Public Works	marked utilities	16014 Grant CT lot 1
4/16/2021	Public Works	marked utilities	178 Maury Ave.
4/16/2021	Utilities	get a read please new customer moving in	231 N Main St
4/19/2021	Public Works	marked utilities	139 Lafayette Ave.
4/19/2021	Public Works	Set up for meeting	117 Butler St.
4/19/2021	Public Works	marked utilities	16024 16055 lot 2 and 10
4/19/2021	Utilities	Change out chlorine pump in well 5	213 West Broaddus Ave.
4/19/2021	Utilities	Change out chlorine pump in well 4	Cedar Lane
4/20/2021	Utilities	Take Crown Victoria in for inspection and change windshield wipers	

Work Date	Assigned Department	Work Description	Work Address/Location
4/20/2021	Public Works	Mow Grass Billboard Roger Clark Blvd.	Roger Clark Blvd.
4/20/2021	Public Works	Mow Grass Well 5	Broaddus Ave.
4/20/2021	Public Works	Mow Grass Well 1, Playground, and Police Dept.	Butler Street
4/20/2021	Public Works	Mow Grass Town Hall	117 Butler street
4/20/2021	Public Works	Mow Grass Fredericksburg Tpke. Welcome Sign	Fredericksburg Tpke.
4/20/2021	Public Works	Mow Grass VDOT Water Tower	Fredericksburg Tpke.
4/20/2021	Public Works	Mow Grass Rt. 301 Welcome Sign	Rt. 301 Welcome Sign
4/20/2021	Public Works	Mow Grass Rt. 301 Lift Station	Rt. 301 Lift Station
4/20/2021	Public Works	Mow Grass Rt. 301 Billboard	Rt. 301 Billboard
4/20/2021	Public Works	Mow Grass Lacy Lane Lift Station	Lacy Lane
4/20/2021	Public Works	Mow Grass Bowling Green Meadows Park	Dickinson Drive
4/20/2021	Public Works	Mow Grass Billboard Roger Clark Blvd.	Roger Clark Blvd.

Work Date	Assigned Department	Work Description	Work Address/Location
4/20/2021	Public Works	marked utilities	lot 13 ,21,22,27,28 Maury Heights
4/20/2021	Public Works	marked utilities	156 Maury Ave.
4/20/2021	Public Works	Repair Scag Zero Turn Lawn Mower. Replace worn out parts and oil leak	219 Anderson Ave
4/21/2021	Utilities	Mark utilities	152 Maury Ave
4/22/2021	Utilities	Install new water meters	16014 & 16048 Grant Ct.
4/22/2021	Public Works	Take down council meeting	117 Butler St.
4/22/2021	Public Works	Collect Bac T samples	4A Jefferson Drive, 117 Butler St.
4/22/2021	Public Works	Mow Grass Business Sidewalks	Milford Street
4/22/2021	Public Works	Mow Grass South Main Street Medians	South Main Street
4/22/2021	Public Works	Mow Grass Maury Heights Lift Station	Coolidge Lane
4/22/2021	Public Works	Mow Grass North Main Intersection	Main Street
4/22/2021	Public Works	Mow Grass 301 Welcome Sign	301 Welcome Sign
4/22/2021	Public Works	Mow Grass Park and Ride	Chase Street

Work Date	Assigned Department	Work Description	Work Address/Location
4/22/2021	Public Works	Mow Grass Rt. 301 and Broaddus Intersection	Broaddus and Rt. 301
4/22/2021	Public Works	Mow Grass Well 4 and Warehouse	Cedar Lane
4/22/2021	Public Works	Mow Grass WWTP	219 Anderson Ave.
4/22/2021	Public Works	Mow Grass Heritage Pines Lift Station	Heritage Pine Circle
4/22/2021	Public Works	Mow Grass Bowling Green Meadows Lift Station	Roper Drive
4/23/2021	Public Works	Take planters to G&G	17434 Gravatt Rd.
4/23/2021	Public Works	Mark utilities	Grant Ct. 16014,16024, 16056,16061, 16055
4/26/2021	Public Works	Read meters	Entire system
4/27/2021	Utilities	Customer had issue with outside water faucet	116 White St.
4/28/2021	Utilities	Inspect sewer and water connections	16056 Grant Ct.
4/28/2021	Utilities	Switch valves at well 1 for it can feed into tower	105 Butler St.
4/28/2021	Utilities	Read meter before and after filling pool	139 Gill St.
4/28/2021	Public Works	Mow Grass Park and Ride	Chase Street

Work Date	Assigned Department	Work Description	Work Address/Location
4/28/2021	Public Works	Mow Grass Well 1, Playground, and Police Dept.	Butler Street
4/28/2021	Public Works	Mow Grass Town Hall	117 Butler street
4/28/2021	Public Works	Mow Grass Bowling Green Meadows Park	Dickinson Drive
4/28/2021	Public Works	marked utilities	School Rd
4/29/2021	Public Works	Pick up damaged recycle can and replace	120 Maury Ave
4/29/2021	Public Works	Mow Grass WWTP	219 Anderson Ave.
4/29/2021	Public Works	marked utilities	17484,17474 coolidge LN
4/29/2021	Public Works	Mow Grass Bowling Green Meadows Lift Station	Roper Drive
4/29/2021	Public Works	Mow Grass North Main Intersection	Main Street
4/29/2021	Public Works	Mow Grass Lacy Lane Lift Station	Lacy Lane
4/30/2021	Public Works	Mow grass	109 Courthouse Lane
4/30/2021	Public Works	Mow Grass Well 4 and Warehouse	Cedar Lane

Total Records: 151

4/30/2021



TOWN OF BOWLING GREEN TOWN COUNCIL MEETING MONTHLY REPORT / PROJECT UPDATE

AGENDA ITEM: Community & Economic Development Council Monthly Report for April 2021

DATE: 05/02/21

PREPARED BY: Jo-Elsa Jordan

MONTHLY REPORT / PROJECT UPDATE:

Economic Development Authority –

- Prepare and publish meeting packet for 4/26/21 EDA meeting.
- Record meeting minutes for 4/26/21 meeting.
- Coordinate with Northview Properties' landowners to understand the vision for the undeveloped land, as needed for renderings to include in Economic Development marketing piece.
- Collect renderings, recommendations and published works for ReThink Main Street as requested by the EDA board.
- Attend webinar through Municode to understand the American Rescue Plan.
- Send "Bowling Green Business Spotlight" questionnaire to select business owners in town.
- Create "Bowling Green Business Spotlight" for The Painted Horse and publish on social media channels.
- Coordinate with Dainty Chic Roadside stand to engage with small businesses in town for participation in "Small Business Friday's"; Forward email to business owners.
- Completion of International Economic Development Council Marketing & Attraction course; 18 credit hours.

Clean Sweep –

- Coordinate with The Salvation Army Fredericksburg for pick-up services.
- Create event on Facebook
- Finalize marketing graphic for the event. *See attached.
- Recruit volunteers.

Music on the Green –

- Book talent
- Coordinate with Caroline County for installation of hanging lights.

Harvest Festival –

- Research similar events in the region to understand safety measures during COVID-19.
- Meeting with event organizers for Urbanna Oyster Festival.
- Communication with Virginia Department of Health to understand COVID-19 restrictions.
- Research language for the 2021 Vendor Application to protect against potential liabilities concerning COVID-19.

- Update 2021 Vendor Application and publish on the town’s website. *See attached.

Community Relations –

- Write letter on Mayor Gaines’ behalf congratulating Rev. Jasper Chamberlaine on his induction as lead pastor at Mount Oni Baptist Church. *See attached.
- Meeting with CCPS, Bowling Green Elementary and owners of Old Mansion to coordinate for Summer Extravaganza programming.
- Create door hanger notifying Maury Avenue residents that parking on sidewalks may result in a parking ticket. *See attached.
- YouTube Subscriber Giveaway; Contact winner and mail small business vouchers.
- Regular Community Heart & Soul meetings via Zoom.

Misc. –

- Review updated Comprehensive Plan to be uploaded as a searchable document on the town website (in progress).
- Register for Zoning courses through Virginia Association of Zoning Officials.
- General social media posts.
- Field email and phone inquiries about rental of Town Hall.

ATTACHMENTS:

- Clean Sweep
- 2021 Harvest Festival Vendor Application
- Mayor’s welcome letter
- No Parking On Sidewalks; door hanger

HEADS UP ITEMS:

2021 Harvest Festival

31st Annual Harvest Festival

Saturday, October 16, 2021

Main Street ♦ Bowling Green, Virginia

Welcome

The Bowling Green Harvest Festival is Caroline County's largest annual event and it seems to get bigger and better each year, drawing crowds estimated between 12,000 – 15,000 enthusiastic attendees.

The 31st Annual Harvest Festival will be held, rain or shine on Saturday, October 16, 2021, from 9:00 am until 4:00 pm. We look forward to seeing you there and celebrating another year of family fun!

We will close all of Main Street for everyone to safely enjoy the food, shopping and other activities. There will be live entertainment throughout the day, performed by some of the best talent in the region.

Festival venues include: ♦ Children's activities ♦ Classic Car & Truck Show
♦ Petting zoo ♦ Antique Tractor Show
♦ Kiddie rides ♦ Beer Garden
♦ Performance stage ♦ Farmer's Market

We are looking forward to hosting over 150 vendors, selling jewelry, crafts, food and more!

The Harvest Festival is publicized in all local media, to include radio, print, social media sites and statewide newsletters and websites.

Registration

Please complete both sides of the enclosed registration form and mail it with a check or money order for the required amount to the address provided on the 'Registration Form'.

In order to make sure that you receive the registration form for the following year as soon as it becomes available, and to reduce costs in paper and postage, please *provide an accurate email address* in the registration form below.

All vendor spaces are 10 ft. x 10 ft. Please be specific with your space requirements and send the appropriate amount of money. You may purchase multiple spaces, but only TWO adjacent spaces may be purchased in a single location. Please be sure to identify if you are purchasing two adjacent spaces, or multiple, single-location booths. Booth fees are non-refundable after September 17, 2021 and a cancellation request from the vendor must be submitted in writing to the address above or via email to **EDAcordinator@townofbowlinggreen.com**

Please feel free to duplicate these forms and pass them along to other vendors you think may be interested in participating in the Harvest Festival. Additional registration forms are available at the Bowling Green Town Hall at 117 Butler Street in Bowling Green. You may also download the application from the Town's website, **www.townofbowlinggreen.com** or email your request to **EDAcordinator@townofbowlinggreen.com**

Please mail completed forms with payment ~ Postmarked no later than

FRIDAY, SEPTEMBER 17, 2021 to:

Bowling Green Harvest Festival 2021

Attn: Town Clerk

P.O. Box 468, Bowling Green, Virginia 22427

For those new to the Festival, vendor load-in requires: (1) off-loading your merchandise/equipment to the curb area near your designated space; (2) moving your car to vendor parking; (3) waiting for the signal from Festival officials to move into your space and begin set-up. This move in system occurs as different sections of the street are closed off to traffic. Be prepared to move your own merchandise from your vehicle to curb and to your booth space, in the morning during set up and in the afternoon during breakdown.

COVID-19 FESTIVAL SAFETY VENDOR NOTICES

Due to the COVID-19 pandemic, we want to assist our vendors in every way possible. Because of that, we have implemented the following COVID-19 modifications and requirements:

1. If Harvest Festival is canceled due to COVID-19 shutdowns enforced by local, county, state and/or federal leadership, you will be issued a full booth credit to be used in 2022.
2. If Harvest Festival is canceled due to COVID-19, you also have the option to take a refund. If you take this option, you will be remitted back the entire booth fee credit, less a \$10 processing fee.
3. All vendors will be provided with a “Comfort Bag” at the time of check-in which includes two (2) face masks and hand sanitizer for personal use.
4. Safety protocols onsite provided by the Town of Bowling Green will include multiple handwashing stations, hand sanitizing stations, booths placed a minimum of 10-15’ apart from each other, signage encouraging social distancing and volunteers to assist with attendance capacities.
5. If you are sick, stay home to protect others.
6. As long as statewide mandates are in place, attendees and vendors must wear a mask when you are at the event.
7. In an effort to discourage customers from handling products, we encourage all vendors to post a sign within their vendor space indicating to attendees your policy on touching merchandise.
8. All vendors and staff are required to wear masks at all times.
9. All vendors are required to have hand sanitizer in their booth.
10. Signage will be present on-site to remind attendees of social distancing requirements.
11. Required signature and compliance with Participating Vendor Liability Waiver (below).

COVID-19 LIABILITY WAIVER

The novel coronavirus, COVID-19, has been declared a pandemic by the World Health Organization. COVID-19 is considered extremely contagious and is believed to spread mainly from person-to-person contact. As a result, federal, state, and local governments as well as federal and state health agencies recommend social distancing and have, in many locations, prohibited congregation of groups of people. Even now, with some of the restrictions being lifted, many governments encourage social distancing as much as possible. While the Town of Bowling Green has put in place preventative measures to reduce the spread of COVID-19, the Town of Bowling Green cannot guarantee that you, your family, or guests will not become infected with COVID-19. By participating in this festival, you acknowledge the contagious nature of COVID-19, and assume the risk that you may be exposed to or infected by COVID-19, and you also acknowledge that such exposure or infection may result in personal injury, illness, permanent disability and/or death. Through your participation, you further understand that the risk of becoming exposed to or infected by COVID-19 at the Harvest Festival may result from the actions, omission, or negligence of yourself and others, including, but not limited to, the Town of Bowling Green employees, volunteers, festival participants and festival visitors. In participating in the Harvest Festival, you agree to assume all of the foregoing risks and accept sole responsibility for any injury to yourself or your family members, illness, damage, loss, claim, liability, or expense that you may experience.

Further, as a vendor at the Harvest Festival, you agree to indemnify and hold the owners of the event facility and site, and any other event sponsors, financial or otherwise, harmless from and against any and all claims of damage or injury that may arise from the event. By filling out the vendor application/registration form, you are agreeing to the above restrictions, and understand that if you are not in compliance with the above restrictions, the Town of Bowling Green reserves the right to refuse participation in the event.

Vendor Check-in

Vendors who register by the due date *will receive a vendor packet on or about October 8, 2021*. This packet will include a vendor pass with your space assignment, a map showing your check-in location, and specific instructions regarding individual check-in times. **YOU MUST HAVE YOUR VENDOR PASS PROMINENTLY DISPLAYED ON YOUR VEHICLE DASHBOARD WHEN YOU ARRIVE AT HARVEST FESTIVAL.** This pass will allow you to pass through roadblocks, through check-in, and to your space. Only **one (1) vehicle** per space will be allowed to enter.

Vendors **will begin checking in at 6:30 am** the day of the Harvest Festival. If you do not bring your vendor pass, you may be asked to pull off to the side in order to let other vendors through, while your vendor verification is being confirmed. This delay may result in you missing your check-in time and not being able to off-load near your booth site, as your section of Main Street may already be closed to vehicles. After that time, you will still be able to set up a booth, but you will have to carry your booth supplies/merchandise from the vendor parking area to your booth location. **BE SURE TO BRING YOUR VENDOR PASS!**

The Harvest Festival ends at 4:00 pm. At that time you will be allowed to begin breakdown of your booth(s). All vendors will have one (1) hour to dismantle their booth(s) and be off the street. Streets will reopen at 5:30 pm, without exception.

Early Check-in (Food vendors only)

Food vendors are the only vendors authorized for early check-in and are encouraged to check-in on Friday, if possible. Please indicate on the registration form if you require early check-in, and when you arrive (on Friday) please check in at the Town Hall Business Office at 117 Butler Street in Bowling Green, between 4:00 pm and 6:00 pm. Special set-up of food vendors will only be allowed after 6:30pm, Friday evening at the vendor's designated area.

IMPORTANT: If your generator must operate through the night, please call us in advance at (804) 633-6212.

Food vendors must comply with applicable Health Department regulations. **IT IS THE VENDOR'S RESPONSIBILITY TO OBTAIN THE REQUIRED PERMITS.** Please contact the Virginia State Department of Health at (540) 899-4797 for your permits. Contact them early in order to receive your permits in time for the Festival; there is an extended processing period for such permits. Your booth will be inspected the morning of the Festival, before the Festival opens, by a representative from the Health Department.

ALL VENDORS MUST BE REGISTERED TO PARTICIPATE.

Bring your own tents, tables, chairs, etc.

NO ELECTRICITY OR WATER WILL BE PROVIDED.

DO NOT FORGET TO BRING YOUR VENDOR PASS!

FOR MORE INFORMATION

Please call the Town of Bowling Green Business Office at (804) 633-6212 or email your inquiries to **EDAcordinator@townofbowlinggreen.com**

IMPORTANT: NO DOGS ALLOWED AT HARVEST FESTIVAL

2021 Harvest Festival

Saturday, October 16, 2021

REGISTRATION FORM

Please register by completing and returning this form along with the appropriate payment.
Registration form must be postmarked NO LATER THAN Friday, September 17, 2021 to:

Town of Bowling Green - Harvest Festival 2021

Attn: Town Clerk

P.O. Box 468, Bowling Green, VA 22427

PLEASE PRINT LEGIBLY

Vendor Space Name _____

Contact Person _____ Phone: () _____

Mailing Address _____

City _____ State _____ Zip _____

REQUIRED EMAIL ADDRESS _____

Schedule of Fees

Please read carefully. Check all that apply.

All vendor spaces are 10'x 10';

May purchase up to TWO (2) adjacent spaces.

Types of vendors and booth/space fees:

NON-FOOD

- Business \$80.00
Type: _____
- Craft Vendors \$80.00
Type: _____
- Political Organizations \$50.00
- Tax Exempt Orgs. (Fundraising) \$50.00
- Tax ID# _____
- Farmers selling produce \$40.00
Type: _____
- Public Service Organizations \$25.00
- **NO SALES ALLOWED****

FOOD

- Professional Food Vendors \$175.00
Food sold: _____
- Novelty Foods (2 foods only) \$100.00
Food sold: _____
- Tax Exempt Food Vendors \$80.00
Tax ID# _____
Food sold: _____
- Caroline County-based Emergency Services Food Vendors
(Example: Volunteer Firefighters, Police, Auxiliary)
..... \$75.00
Food sold: _____

Review of all food vendors will be made prior to final approval selection for event. Vendors MUST provide management with a complete menu FOUR (4) WEEKS prior to event; no changes in menu will be accepted without prior approval from event management.

Approval will not be granted the day of event.

You may email your menus to:

EDAcordinator@townofbowlinggreen.com

** Save \$5.00 off the total fee by registering by
Friday, August 13, 2021 (postmark date).*

Total number of spaces purchased: _____

Sub-Total: \$ _____

Check here if you require two (2) adjacent
booth spaces

Applicable Discount - \$5.00

Total Fee Enclosed \$ _____

Food vendor; Require early check-in

Please make check payable to:

Town of Bowling Green
FEE IS NON-REFUNDABLE.
EVENT HELD RAIN OR SHINE.

NOTE: We reserve the right to limit the number of vendors selling the same brands or types of products.

Additional information requested. Please check all that apply: *(Mandatory disclosure)*

If you fail to provide this additional information, you may be denied participation in this event and your booth fee will be forfeited.

- My booth requires a **GENERATOR** to operate.
- My booth will be using loud speakers and/or playing music (live or recorded).
- I plan to set up a stage or other type of structure, other than a standard canopy. *(If so, please describe below.)*

NO ELECTRICAL SERVICE WILL BE PROVIDED.

Please enclose a brochure about your business/organization, or provide a detailed description of your booth below.

NO extension cords will be permitted into the Festival area. **Noisy generators or generators that produce fumes will not be allowed at the Harvest Festival.** All generators must pass an inspection by Caroline County officials the day of the Festival. Inspection will occur prior to the Festival opening. Only **APPROVED** generators will operate during the Festival. **APPLICATION DEADLINE** for booths with generators is **Friday, September 17, 2021.**

Require a special location? We will make every effort to accommodate your special needs or requests, however we cannot offer any guarantees. Please indicate your request and provide a preferred method of contact (phone and/or email).

- **Vendor set-up will take place between 6:30 am to 8:30 am, on Festival Day, in conjunction with scheduled check-in times. (Check-in times will be provided in vendor packets, mailed out in early October.)**
- **No vehicles will be allowed on the street after that time.**
- **All vendors must dispose of their trash and cooking supplies in the appropriate dumpster.**

INDEMNITY (HOLD HARMLESS) AGREEMENT

The Exhibitor/Applicant will indemnify and save harmless, the Town of Bowling Green, the Harvest Festival Committee, Employees of the Town of Bowling Green, or Personnel contracted by the Town of Bowling Green, from and against any and all claims, damages, actions, judgments, decrees, penalties and/or personal injury, and/or damaged or lost property arising out of or from the use of the premises or any part thereof, or any other part of the Town Hall property, the streets of the Town of Bowling Green, or property belonging to Caroline County, whether occasioned wholly or in part by any act or omission, or negligence, or any reason whatsoever of Exhibitor/Applicant, its sub-exhibitor, employees, promoters, agents, invitees, contractors, etc. The Exhibitor/Applicant also agrees to hold the Town of Bowling Green, The Harvest Festival committee, Property Owners, Employees of the Town of Bowling Green, Personnel contracted by the Town of Bowling Green, and Caroline County, harmless and not responsible whatsoever for loss, theft, burglary, robbery, damage, fire, etc., to any and all possessions, personal property, property of any kind, including but not limited to equipment, supplies, prizes, merchandise, exhibits, etc., of the Exhibitor/Applicant or any of its sub-exhibitors, employees, promoters, agents, guests, invitees, contractors, etc.

Exhibitor's Signature

Print Name

City, State, Zip

Phone

BOWLING GREEN HARVEST FESTIVAL

BY _____

DATE _____

ALL EXHIBITORS/APPLICANTS MUST SIGN THIS INDEMNITY AGREEMENT AND/OR PROVIDE A CERTIFICATE OF INSURANCE TO BE CONSIDERED FOR THE 2021 HARVEST FESTIVAL, SATURDAY, OCTOBER 16, 2021.

The Town of Bowling Green's
Spring
CLEAN SWEEP!

Community Yard Sale & Farmers' Market

SATURDAY, JUNE 5TH
8AM - 1PM

40+ YARD SALES AROUND TOWN!

To register, **call (804) 633-6212** by Wednesday, June 2nd

Yard sale spaces available for all Caroline County residents
in the Town Hall parking lot

The Salvation Army Fredericksburg will collect some unsold items!
Due to COVID-19, The Salvation Army has limited resources and capacity.
(No collection for TV's, mattresses, box springs, large pieces of furniture or damaged items.)



*Driveways are for parking ~ Sidewalks are
for walking!*

Please keep sidewalks unobstructed on
Maury Avenue.

Dear Maury Avenue Resident,

This is a friendly reminder that parking on sidewalks is strictly prohibited by Town code and could result in a parking violation. Unfortunately, this has been an issue on Maury Avenue and as a result, the Town of Bowling Green is having to be more vigilant in enforcement. Please avoid getting a parking ticket and simply park in your driveway. Keeping our sidewalks unobstructed makes for a safer walking path for pedestrians and allows for VDOT to offer a more thorough assessment of sidewalk repairs and improvements.

The Town of Bowling Green continues to work with VDOT to identify problem areas in Town and to plan for improvements that make sense. With your help and compliance, Bowling Green just becomes an even better place to live, work and play! Thank you for doing your part!



Town of Bowling Green, Virginia
Office of the Mayor
Mark Gaines

April 19, 2021

Pastor Jasper Chamberlain, Jr.
Mount Oni Baptist Church
14135 Dry Bridge Road
P.O. Box 72
Ruther Glen, Virginia 22546

Dear Pastor Chamberlain,

On behalf of myself, the Bowling Green Town Council and its citizens, I would like to congratulate you on your induction this Sunday as lead pastor for Mount Oni Baptist Church. I understand that you are only the ninth pastor at Mount Oni since its existence 150 years ago and I commend your dedication to carry on the important traditions of this longtime faith community.

The Town of Bowling Green welcomes our faith leaders in Caroline County and hope that the good work that you do in people's hearts will translate into our communities through acts of kindness and a spirit of togetherness.

Yours Very Truly,

Mark Gaines, Mayor
Town of Bowling Green, Virginia



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
MONTHLY REPORT / PROJECT UPDATE**

AGENDA ITEM: Town Clerk/Treasurer Council Monthly Report for April 2021

DATE: May 3, 2021

PREPARED BY: Tracy Wright

MONTHLY REPORT / PROJECT UPDATE:

- Completing audit field work
- Closed on interim financing for water project
- Met with new CPA for monthly and year end closing assistance. Previous CPA to finish out FY20 adjustments.
- Prepared handheld for water meter reading
- Training with Town Manager on various procedures and systems.
- Completed monthly Accounts Payable
- Completed daily register reconciliation
- Human record keeping organization

ATTACHMENTS:

- Monthly Town Hall Rental Report
- Delinquent Tax Report
- YTD Budget

HEADS UP ITEMS:

None.

TOWN HALL RENTALS

April 2021

<u>#USES</u>	<u>NAME OF USER</u>	<u>ACTIVITY</u>	<u>FEES</u>
2	4-H Sewing Camp	Class	N/C
1	Planning Commission	Meeting	N/C
1	HOA Maury Heights	Meeting	N/C
1	Town Council Meeting	Meeting	N/C
1	Utilities & Grounds	Meeting	N/C
1	EDA	Meeting	N/C
1	Private party	Wedding	\$675.00
1	Private Party	Wedding	\$675.00
9		Totals	\$1350.00
.			

DEPT	HALF	CLASS	OTHER CHARGES	TAXES	PENALTY PAID	INT. PAID	PAYMENTS	ADJUSTMENTS	BALANCE DUE	COUNT
RE1999	1		.00	83,789.23	727.58	730.64	83,754.38-	.00	34.85	497
	HALF	TOTALS =	.00	83,789.23	727.58	730.64	83,754.38-	.00	34.85	497
	DEPT#	TOTALS =	.00	83,789.23	727.58	730.64	83,754.38-	.00	34.85	497
RE2000	1		.00	79,453.25	812.06	960.99	79,453.25-	.00	.00	496
	HALF	TOTALS =	.00	79,453.25	812.06	960.99	79,453.25-	.00	.00	496
	DEPT#	TOTALS =	.00	79,453.25	812.06	960.99	79,453.25-	.00	.00	496
RE2001	1		.00	79,543.65	545.60	696.25	79,543.65-	.00	.00	496
	HALF	TOTALS =	.00	79,543.65	545.60	696.25	79,543.65-	.00	.00	496
	DEPT#	TOTALS =	.00	79,543.65	545.60	696.25	79,543.65-	.00	.00	496
RE2002	1		.00	86,542.49	484.87	716.24	86,542.49-	.00	.00	552
	HALF	TOTALS =	.00	86,542.49	484.87	716.24	86,542.49-	.00	.00	552
	DEPT#	TOTALS =	.00	86,542.49	484.87	716.24	86,542.49-	.00	.00	552
RE2003	1		.00	88,561.24	775.36	1,101.53	88,502.16-	.00	59.08	557
	HALF	TOTALS =	.00	88,561.24	775.36	1,101.53	88,502.16-	.00	59.08	557
	DEPT#	TOTALS =	.00	88,561.24	775.36	1,101.53	88,502.16-	.00	59.08	557
RE2004	1		.00	91,987.36	487.87	775.37	91,987.36-	.00	.00	552
	HALF	TOTALS =	.00	91,987.36	487.87	775.37	91,987.36-	.00	.00	552
	DEPT#	TOTALS =	.00	91,987.36	487.87	775.37	91,987.36-	.00	.00	552
RE2005	1		.00	96,664.99	689.08	1,157.30	96,664.99-	.00	.00	567
	HALF	TOTALS =	.00	96,664.99	689.08	1,157.30	96,664.99-	.00	.00	567
	DEPT#	TOTALS =	.00	96,664.99	689.08	1,157.30	96,664.99-	.00	.00	567
RE2006	1		.00	125,516.70	688.52	1,142.61	125,516.70-	.00	.00	570
	HALF	TOTALS =	.00	125,516.70	688.52	1,142.61	125,516.70-	.00	.00	570
	DEPT#	TOTALS =	.00	125,516.70	688.52	1,142.61	125,516.70-	.00	.00	570
RE2007	1		.00	126,541.00	699.92	1,474.40	126,541.00-	.00	.00	567
	HALF	TOTALS =	.00	126,541.00	699.92	1,474.40	126,541.00-	.00	.00	567
	DEPT#	TOTALS =	.00	126,541.00	699.92	1,474.40	126,541.00-	.00	.00	567
RE2008	1		.00	125,468.45	701.99	1,224.68	125,468.45-	.00	.00	566
	HALF	TOTALS =	.00	125,468.45	701.99	1,224.68	125,468.45-	.00	.00	566
	DEPT#	TOTALS =	.00	125,468.45	701.99	1,224.68	125,468.45-	.00	.00	566
RE2009	1		.00	126,050.40	706.03	942.91	126,050.40-	.00	.00	564
	HALF	TOTALS =	.00	126,050.40	706.03	942.91	126,050.40-	.00	.00	564
	DEPT#	TOTALS =	.00	126,050.40	706.03	942.91	126,050.40-	.00	.00	564

DEPT	HALF	CLASS	OTHER CHARGES	TAXES	PENALTY PAID	INT. PAID	PAYMENTS	ADJUSTMENTS	BALANCE DUE	COUNT
RE2010	1		.00	125,857.17	791.76	1,177.72	125,857.17-	.00	.00	565
	HALF	TOTALS =	.00	125,857.17	791.76	1,177.72	125,857.17-	.00	.00	565
	DEPT#	TOTALS =	.00	125,857.17	791.76	1,177.72	125,857.17-	.00	.00	565
RE2011	1		.00	129,917.30	566.21	803.62	129,917.30-	.00	.00	565
	HALF	TOTALS =	.00	129,917.30	566.21	803.62	129,917.30-	.00	.00	565
	DEPT#	TOTALS =	.00	129,917.30	566.21	803.62	129,917.30-	.00	.00	565
RE2012	1		.00	129,675.27	621.49	1,108.08	129,675.27-	.00	.00	564
	HALF	TOTALS =	.00	129,675.27	621.49	1,108.08	129,675.27-	.00	.00	564
	DEPT#	TOTALS =	.00	129,675.27	621.49	1,108.08	129,675.27-	.00	.00	564
RE2013	1		.00	130,181.32	610.40	934.56	130,181.32-	.00	.00	564
	HALF	TOTALS =	.00	130,181.32	610.40	934.56	130,181.32-	.00	.00	564
	DEPT#	TOTALS =	.00	130,181.32	610.40	934.56	130,181.32-	.00	.00	564
RE2014	1		.00	130,302.86	919.39	1,292.91	130,302.86-	.00	.00	564
	HALF	TOTALS =	.00	130,302.86	919.39	1,292.91	130,302.86-	.00	.00	564
	DEPT#	TOTALS =	.00	130,302.86	919.39	1,292.91	130,302.86-	.00	.00	564
RE2015	1		.00	130,181.89	972.48	1,076.76	130,174.33-	.00	7.56	566
	HALF	TOTALS =	.00	130,181.89	972.48	1,076.76	130,174.33-	.00	7.56	566
	2		.00	.00	.00	.00	.00	.00	.00	1
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	1
	DEPT#	TOTALS =	.00	130,181.89	972.48	1,076.76	130,174.33-	.00	7.56	567
RE2016	1		.00	139,194.08	831.54	1,003.17	139,193.43-	.00	.65	563
	HALF	TOTALS =	.00	139,194.08	831.54	1,003.17	139,193.43-	.00	.65	563
	DEPT#	TOTALS =	.00	139,194.08	831.54	1,003.17	139,193.43-	.00	.65	563
RE2017	1		.00	139,069.07	1,002.61	700.98	139,068.42-	.00	.65	567
	HALF	TOTALS =	.00	139,069.07	1,002.61	700.98	139,068.42-	.00	.65	567
	DEPT#	TOTALS =	.00	139,069.07	1,002.61	700.98	139,068.42-	.00	.65	567
RE2018	1		.00	138,727.77	621.65	512.58	138,491.46-	.00	236.31	567
	HALF	TOTALS =	.00	138,727.77	621.65	512.58	138,491.46-	.00	236.31	567
	DEPT#	TOTALS =	.00	138,727.77	621.65	512.58	138,491.46-	.00	236.31	567
RE2019	1		.00	138,552.54	532.23	362.24	136,830.99-	.00	1,721.55	564
	HALF	TOTALS =	.00	138,552.54	532.23	362.24	136,830.99-	.00	1,721.55	564
	DEPT#	TOTALS =	.00	138,552.54	532.23	362.24	136,830.99-	.00	1,721.55	564

5/03/2021

-TREASURER INVENTORY BALANCE-

PAGE 3

TR504

DEPT	HALF	CLASS	OTHER CHARGES	TAXES	PENALTY PAID	INT. PAID	PAYMENTS	ADJUSTMENTS	BALANCE DUE	COUNT
RE2020	1		.00	138,958.15	168.38	29.89	132,266.35-	.00	6,691.80	563
	HALF	TOTALS =	.00	138,958.15	168.38	29.89	132,266.35-	.00	6,691.80	563
	DEPT#	TOTALS =	.00	138,958.15	168.38	29.89	132,266.35-	.00	6,691.80	563
RE		TOTALS =	.00	2,580,736.18	14,957.02	19,925.43	2,571,983.73-	.00	8,752.45	12197
COMPANY		TOTALS =	.00	2,580,736.18	14,957.02	19,925.43	2,571,983.73-	.00	8,752.45	12197

DEPT	ADJUSTMENTS	PPTRA CREDIT	ADJUSTED TOTAL
DEPT. TOTALS	.00	.00	.00

-TREASURER INVENTORY BALANCE-

DEPT	HALF	CLASS	OTHER CHARGES	TAXES	PENALTY PAID	INT. PAID	PAYMENTS	ADJUSTMENTS	BALANCE DUE	COUNT
TD2011	1	01	.00	65,538.40	458.32	126.03	65,538.40-	.00	.00	23
	HALF	TOTALS =	.00	65,538.40	458.32	126.03	65,538.40-	.00	.00	23
	DEPT#	TOTALS =	.00	65,538.40	458.32	126.03	65,538.40-	.00	.00	23
TD2012	1	01	.00	65,495.90	986.34	1,374.07	65,495.90-	.00	.00	23
	HALF	TOTALS =	.00	65,495.90	986.34	1,374.07	65,495.90-	.00	.00	23
	DEPT#	TOTALS =	.00	65,495.90	986.34	1,374.07	65,495.90-	.00	.00	23
TD2013	1	01	.00	65,495.90	1,312.37	1,793.36	65,495.90-	.00	.00	23
	HALF	TOTALS =	.00	65,495.90	1,312.37	1,793.36	65,495.90-	.00	.00	23
	DEPT#	TOTALS =	.00	65,495.90	1,312.37	1,793.36	65,495.90-	.00	.00	23
TD2014	1	01	.00	65,495.90	960.16	1,506.35	65,495.90-	.00	.00	23
	HALF	TOTALS =	.00	65,495.90	960.16	1,506.35	65,495.90-	.00	.00	23
	DEPT#	TOTALS =	.00	65,495.90	960.16	1,506.35	65,495.90-	.00	.00	23
TD2015	1	01	.00	65,589.40	946.05	912.64	65,589.40-	.00	.00	23
	HALF	TOTALS =	.00	65,589.40	946.05	912.64	65,589.40-	.00	.00	23
	DEPT#	TOTALS =	.00	65,589.40	946.05	912.64	65,589.40-	.00	.00	23
TD2016	1	01	.00	65,278.40	1,390.96	1,752.56	65,278.40-	.00	.00	23
	HALF	TOTALS =	.00	65,278.40	1,390.96	1,752.56	65,278.40-	.00	.00	23
	DEPT#	TOTALS =	.00	65,278.40	1,390.96	1,752.56	65,278.40-	.00	.00	23
TD2017	1	01	.00	19,777.68	363.37	324.11	19,777.68-	.00	.00	25
	HALF	TOTALS =	.00	19,777.68	363.37	324.11	19,777.68-	.00	.00	25
	DEPT#	TOTALS =	.00	19,777.68	363.37	324.11	19,777.68-	.00	.00	25
TD2018	1	01	.00	35,484.24	595.15	169.57	35,484.24-	.00	.00	27
	HALF	TOTALS =	.00	35,484.24	595.15	169.57	35,484.24-	.00	.00	27
	DEPT#	TOTALS =	.00	35,484.24	595.15	169.57	35,484.24-	.00	.00	27
TD2019	1	01	.00	27,317.10	219.16	147.30	25,656.37-	.00	1,660.73	24
	HALF	TOTALS =	.00	27,317.10	219.16	147.30	25,656.37-	.00	1,660.73	24
	DEPT#	TOTALS =	.00	27,317.10	219.16	147.30	25,656.37-	.00	1,660.73	24
TD2020	1	01	.00	33,952.60	175.54	32.18	28,800.60-	.00	5,152.00	24
	HALF	TOTALS =	.00	33,952.60	175.54	32.18	28,800.60-	.00	5,152.00	24
	DEPT#	TOTALS =	.00	33,952.60	175.54	32.18	28,800.60-	.00	5,152.00	24
TD		TOTALS =	.00	509,425.52	7,407.42	8,138.17	502,612.79-	.00	6,812.73	238
COMPANY		TOTALS =	.00	509,425.52	7,407.42	8,138.17	502,612.79-	.00	6,812.73	238

-TREASURER INVENTORY BALANCE-

DEPT	HALF	CLASS	OTHER CHARGES	TAXES	PENALTY PAID	INT. PAID	PAYMENTS	ADJUSTMENTS	BALANCE DUE	COUNT
PP2015	1		.00	.00	.00	.00	.00	.00	.00	1
	1	MC	.00	3,116.51	.00	.00	3,116.51-	.00	.00	13
	1	MT	.00	4.08	.00	.00	.00	.00	4.08	1
	1	PP	.00	59,340.24	2,368.71	1,143.62	58,425.86-	.00	914.38	1101
	1	VL	.00	19,378.00	.00	.00	17,940.19-	.00	1,437.81	789
		HALF TOTALS =	.00	81,838.83	2,368.71	1,143.62	79,482.56-	.00	2,356.27	1905
		DEPT# TOTALS =	.00	81,838.83	2,368.71	1,143.62	79,482.56-	.00	2,356.27	1905
PP2016	1		.00	.00	.00	.00	.00	.00	.00	1
	1	PP	.00	61,376.65	2,047.84	1,034.36	60,083.75-	.00	1,292.90	1105
	1	VL	.00	19,771.00	.00	.00	18,095.83-	.00	1,675.17	808
		HALF TOTALS =	.00	81,147.65	2,047.84	1,034.36	78,179.58-	.00	2,968.07	1914
		DEPT# TOTALS =	.00	81,147.65	2,047.84	1,034.36	78,179.58-	.00	2,968.07	1914
PP2017	1	PP	.00	63,757.43	2,032.84	608.46	62,001.66-	.00	1,755.77	1152
	1	VL	.00	20,836.00	.00	.00	18,516.33-	.00	2,319.67	980
		HALF TOTALS =	.00	84,593.43	2,032.84	608.46	80,517.99-	.00	4,075.44	2132
		DEPT# TOTALS =	.00	84,593.43	2,032.84	608.46	80,517.99-	.00	4,075.44	2132
PP2018	1	MC	.00	6,360.44	.00	.00	6,360.44-	.00	.00	13
	1	PP	.00	72,376.01	1,632.18	563.80	68,466.40-	.00	3,909.61	1214
	1	VL	.00	28,190.00	.00	.00	23,027.25-	.00	5,162.75	1267
		HALF TOTALS =	.00	106,926.45	1,632.18	563.80	97,854.09-	.00	9,072.36	2494
		DEPT# TOTALS =	.00	106,926.45	1,632.18	563.80	97,854.09-	.00	9,072.36	2494
PP2019	1	PP	.00	74,796.17	1,074.03	270.26	68,504.25-	.00	6,291.92	1140
	1	VL	.00	25,625.00	.00	.00	19,150.00-	.00	6,475.00	865
		HALF TOTALS =	.00	100,421.17	1,074.03	270.26	87,654.25-	.00	12,766.92	2005
		DEPT# TOTALS =	.00	100,421.17	1,074.03	270.26	87,654.25-	.00	12,766.92	2005
PP2020	1		.00	.00	.00	.00	.00	.00	.00	1
	1	PP	.00	75,914.41	327.39	17.43	69,006.29-	.00	6,908.12	1119
	1	VL	.00	23,975.00	.00	.00	15,916.78-	.00	8,058.22	812
		HALF TOTALS =	.00	99,889.41	327.39	17.43	84,923.07-	.00	14,966.34	1932
		DEPT# TOTALS =	.00	99,889.41	327.39	17.43	84,923.07-	.00	14,966.34	1932
PP		TOTALS =	.00	554,816.94	9,482.99	3,637.93	508,611.54-	.00	46,205.40	12382
COMPANY		TOTALS =	.00	554,816.94	9,482.99	3,637.93	508,611.54-	.00	46,205.40	12382

DEPT	ADJUSTMENTS	PPTRA CREDIT	ADJUSTED TOTAL
DEPT. TOTALS	.00	.00	.00

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	% UNCOLLECTED
FUND #-100 ***GENERAL FUND REVENUE***							
11010	***REAL ESTATE**	141,500.00	141,500.00	771.15	140,321.31	1,178.69	.83
11011	***RT 301 SPECIAL TAX DISTRICT***	34,269.00	34,269.00	.00	28,800.60	5,468.40	15.95
11020	***PUBLIC SERVICE***	4,000.00	4,000.00	.00	3,370.17	629.83	15.74
11030	***PERSONAL PROPERTY***	52,500.00	52,500.00	290.31	42,982.78	9,517.22	18.12
11060	***PENALTY & INTEREST***	6,000.00	6,000.00	498.22	4,850.01	1,149.99	19.16
15010	INTEREST EARNED	5,000.00	5,000.00	48.87	2,371.26	2,628.74	52.57
16099	***REFUSE COLLECTION FEES***	89,301.00	89,301.00	.00	61,778.33	27,522.67	30.82
120101	SALES TAX	32,000.00	32,000.00	9,311.90	33,251.40	1,251.40-	3.91-
120201	CONSUMER UTILITY TAX	30,000.00	30,000.00	202.65	26,684.39	3,315.61	11.05
120301	BUSINESS LICENSE	68,000.00	68,000.00	1,122.21	90,182.72	22,182.72-	32.62-
120501	VEHICLE LICENSE FEES	27,000.00	27,000.00	588.84	19,239.19	7,760.81	28.74
120601	BANK STOCK TAX	250,000.00	250,000.00	.00	.00	250,000.00	100.00
121001	TRANSIENT OCCUPANCY TAX	4,500.00	4,500.00	312.74	2,985.91	1,514.09	33.64
121101	MEALS TAX	200,000.00	200,000.00	24,902.29	213,844.97	13,844.97-	6.92-
130306	***PERMITS, FEES AND LICENSES***	3,000.00	3,000.00	720.00	5,785.00	2,785.00-	92.83-
140101	***FINES AND FORFEITURES***	43,100.00	43,100.00	1,038.43	19,160.59	23,939.41	55.54
150201	***RENTALS***	26,000.00	26,000.00	1,325.00	15,366.42	10,633.58	40.89
189000	** OTHER LOCAL REVENUE **	2,100.00	2,100.00	.00	12,000.00	9,900.00-	471.42-
220108	ROLLING STOCK TAX	.00	.00	.00	2.46	2.46-	100.00-
220109	VA 599 POLICE FUNDING	24,500.00	24,500.00	.00	20,352.00	4,148.00	16.93
220110	PPTRA REIMBURSEMENT-STATE	21,900.00	21,900.00	.00	21,907.50	7.50-	.03-
220111	COMMUNICATIONS TAX	38,000.00	247,390.00	2,507.78	235,290.20	12,099.80	4.89
240407	***GRANTS***	1,034.00	1,034.00	.00	5,935.00	4,901.00-	473.98-
240412	VIRGINIA FIRE PROGRAMS	10,000.00	10,000.00	.00	15,000.00	5,000.00-	50.00-
410501	**SAVINGS TRANSFER**	216,775.00	216,775.00	.00	1,885.00	214,890.00	99.13
999999	MISCELLANEOUS	.00	.00	16,380.93	24,784.31	24,784.31-	100.00-
--FUND TOTAL--		1,330,479.00	1,539,869.00	60,021.32	1,048,131.52	491,737.48	31.93
FUND #-320 ***ECONOMIC DEVELOPMENT AUTH***							
410501	TRSF FROM GENERAL FUND	.00	106,510.00	.00	106,510.00	.00	.00
--FUND TOTAL--		.00	106,510.00	.00	106,510.00	.00	.00
FUND #-400 ***EVENTS AND ACTIVITIES FUND***							
19050	HARVEST FESTIVAL	13,000.00	13,000.00	.00	2,640.00	10,360.00	79.69
410501	USE OF FUND BALANCE	6,500.00	6,500.00	.00	6,000.00	500.00	7.69
--FUND TOTAL--		19,500.00	19,500.00	.00	8,640.00	10,860.00	55.69
FUND #-420 ***DEBT SERVICE***							
410501	USE OF FUND BALANCE	.00	.00	.00	344.37	344.37-	100.00-
--FUND TOTAL--		.00	.00	.00	344.37	344.37-	100.00-

TOWN OF BOWLING GREEN
REVENUE SUMMARY
7/01/2020 - 5/03/2021

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	BALANCE	% UNCOLLECTED
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FUND #-500 ***WATER REVENUE***							
16099	***WATER REVENUE***	2,941,130.00	2,941,130.00	182,112.62	686,447.16	2,254,682.84	76.66
410501	***SAVINGS TRANSFER***	253,986.00	253,986.00	.00	253,986.00	.00	.00
	--FUND TOTAL--	<u>3,195,116.00</u>	<u>3,195,116.00</u>	<u>182,112.62</u>	<u>940,433.16</u>	<u>2,254,682.84</u>	<u>70.56</u>
FUND #-520 ** SEWER OPERATIONS **							
16099	SEWER SALES	422,250.00	427,071.79	175,500.00	708,989.01	281,917.22-	66.01-
410501	USE OF FUND BALANCE SEWER	161,270.00	161,270.00	.00	161,270.00	.00	.00
	--FUND TOTAL--	<u>583,520.00</u>	<u>588,341.79</u>	<u>175,500.00</u>	<u>870,259.01</u>	<u>281,917.22-</u>	<u>47.91-</u>
	--FINAL TOTAL--	<u>5,128,615.00</u>	<u>5,449,336.79</u>	<u>417,633.94</u>	<u>2,974,318.06</u>	<u>2,475,018.73</u>	<u>45.41</u>

TOWN OF BOWLING GREEN
EXPENDITURE SUMMARY
7/01/2020 - 5/03/2021

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAINING
FUND #-100 ***GENERAL FUND EXPENDITURES***								
12110	**COUNCIL AND ADMINSTRATOR EXPENSES	275,198.00	484,588.00	19,761.48	402,705.35	.00	81,882.65	16.89
12410	***TREASURER'S EXPENSES***	257,176.00	257,176.00	22,594.51	228,439.84	.00	28,736.16	11.17
31100	***POLICE DEPT. EXPENSES***	143,682.00	143,682.00	9,284.28	104,661.89	.00	39,020.11	27.15
31200	***POLICE DEPT RESTRICTED FUNDS***	3,000.00	3,000.00	.00	2,582.86	.00	417.14	13.90
32000	***DONATIONS***	12,000.00	12,000.00	.00	17,000.00	.00	5,000.00-	41.66-
43100	***PUBLIC WORKS***	299,470.00	299,470.00	24,469.49	240,507.51	.00	58,962.49	19.68
410501	***TRANSFERS OUT***	421,256.00	421,256.00	.00	421,256.00	.00	.00	.00
500100	PAYROLL ERROR CODE	.00	.00	.00	240.01	.00	240.01-	100.00-
	--FUND TOTAL--	1,411,782.00	1,621,172.00	76,109.76	1,417,393.46	.00	203,778.54	12.56
FUND #-320 ***ECONOMIC DEV AUTH EXPENSES***								
32100	EDA LOANS AND GRANTS	.00	106,510.00	.00	106,545.56	.00	35.56-	.03-
	--FUND TOTAL--	.00	106,510.00	.00	106,545.56	.00	35.56-	.03-
FUND #-400 ***EVENTS AND ACTIVITIES***								
71200	EVENTS COORDINATOR	19,950.00	19,950.00	.00	5,893.53	.00	14,056.47	70.45
	--FUND TOTAL--	19,950.00	19,950.00	.00	5,893.53	.00	14,056.47	70.45
FUND #-500 ***WATER EXPENDITURES***								
500100	***WATER OPERATIONS***	453,848.00	453,848.00	19,212.97	298,909.07	.00	154,938.93	34.13
500500	***WATER CIP***	2,700,000.00	2,700,000.00	2,500.00	236,841.00	.00	2,463,159.00	91.22
	--FUND TOTAL--	3,153,848.00	3,153,848.00	21,712.97	535,750.07	.00	2,618,097.93	83.01
FUND #-520 ***SEWER OPERATIONS***								
500100	***SEWER OPERATIONS***	586,537.00	591,358.79	38,774.51	544,615.28	.00	46,743.51	7.90
	--FUND TOTAL--	586,537.00	591,358.79	38,774.51	544,615.28	.00	46,743.51	7.90
	--FINAL TOTAL--	5,172,117.00	5,492,838.79	136,597.24	2,610,197.90	.00	2,882,640.89	52.47



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
AGENDA ITEM REPORT**

AGENDA ITEM: Bills - April 2021
ITEM TYPE: Consent Agenda
PURPOSE OF ITEM: Decision - By Motion
PRESENTER: Tracy Wright, twright@townofbowlinggreen.com
PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

Invoices for items purchased and services rendered in April 2021

ATTACHMENTS:

Check Reports:

- 4-01-2021
- 4-07-2021
- 4-19-2021
- 4-21-2021
- 4-30-2021

REQUESTED ACTION:

Approve invoices.

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
26050	18	A & M HOME CENTER	000	4/02/2021	82.86	.00
26051	944	ATLANTIC BROADBAND /	000	4/02/2021	204.40	.00
26052	1058	DIAMOND SPRINGS	000	4/02/2021	55.25	.00
26053	234	ENVIROCOMPLIANCE LAB INC	000	4/02/2021	1,430.00	.00
26054	234	ENVIROCOMPLIANCE LAB INC	000	4/02/2021	1,260.00	.00
26055	234	ENVIROCOMPLIANCE LAB INC	000	4/02/2021	1,460.00	.00
26056	648	ERARD ANDREA G	000	4/02/2021	6,668.00	.00
26057	813	FOLEY HEATHER	000	4/02/2021	2,700.00	.00
26058	1089	SNAP-ON TOOLS	000	4/02/2021	1,469.00	.00
26059	19	VERIZON WIRELESS	000	4/02/2021	274.18	.00
26060	256	VERIZON WIRELESS	000	4/02/2021	468.61	.00
26061	1114	XEROX FINANCIAL SERVICES CLASS	000	4/02/2021	123.22	.00
		CLASS TOTAL			16,195.52	.00
		ACH TOTAL			.00	
		CHECK TOTAL			16,195.52	
		EPY TOTAL			.00	
		FINAL TOTAL			16,195.52	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 16,195.52- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	AMOUNT	CHECK NO.	ACH PMT	ACH ACH	BATCH INV. DESCRIPTION	
000000	000018	A & M HOME CENTER	C49269	4/02/2021		4100-043100-7200-	3.29	26050			00869 CLEAR TAPR	
000000	000018		C49296	4/02/2021		4100-043100-3311-	19.00	26050			00869 STICKERS OFF CAR	
000000	000018		C49296	4/02/2021		4500-500100-3311-	19.00	26050			00869 STICKERS OFF CAR	
000000	000018		C49296	4/02/2021		4520-500100-3311-	19.01	26050			00869 STICKERS OFF CAR	
000000	000018		C49464	4/02/2021		4100-043100-7200-	4.49	26050			00869 40W BULB	
000000	000018		C49840	4/02/2021		4100-043100-3311-	6.02	26050			00869 GET STICKERS OFF C	
000000	000018		C49840	4/02/2021		4500-500100-3311-	6.02	26050			00869 GET STICKERS OFF C	
000000	000018		C49840	4/02/2021		4520-500100-3311-	6.03	26050			00869 GET STICKERS OFF C	
DISC. TOTAL							82.86				TOTAL	
DISC. TOTAL							82.86					TOTAL
000000	000944	ATLANTIC BROADBAND /	2021-04	4/02/2021		4100-012410-5230-	125.20	26051			00869 TH	
000000	000944		2021-04	4/02/2021		4520-500100-5230-	79.20	26051			00869 WMP	
DISC. TOTAL							204.40				TOTAL	
DISC. TOTAL							204.40					TOTAL
000000	001058	DIAMOND SPRINGS	2021-03	4/02/2021		4100-043100-7200-	9.95	26052			00869 109 COURTHOUSE IN	
000000	001058		2021-03	4/02/2021		4100-043100-7200-	18.65	26052			00869 TH	
000000	001058		2021-03	4/02/2021		4520-500100-5840-	26.65	26052			00869 WMP	
DISC. TOTAL							55.25				TOTAL	
DISC. TOTAL							55.25					TOTAL
000000	000234	ENVIROCOMPLIANCE LAB INC	R1152460	4/02/2021		4520-500100-3160-	115.00	26053			00869 TESTING	
000000	000234		R1152487	4/02/2021		4520-500100-3160-	115.00	26053			00869 TESTING	
000000	000234		R1152516	4/02/2021		4520-500100-3160-	115.00	26053			00869 TESTING	
000000	000234		R1252612	4/02/2021		4520-500100-3160-	115.00	26053			00869 TESTING	
000000	000234		R1252627	4/02/2021		4520-500100-3160-	115.00	26053			00869 TESTING	
000000	000234		R1252666	4/02/2021		4520-500100-3160-	260.00	26053			00869 TESTING	
000000	000234		R1252705	4/02/2021		4520-500100-3160-	85.00	26053			00869 TESTING	
000000	000234		R1252757	4/02/2021		4520-500100-3160-	115.00	26053			00869 TESTING	
000000	000234		R1252784	4/02/2021		4520-500100-3160-	200.00	26053			00869 TESTING	
000000	000234		R1252823	4/02/2021		4520-500100-3160-	155.00	26053			00869 TESTING	
DISC. TOTAL							1,430.00				TOTAL	
DISC. TOTAL							1,430.00					TOTAL
000000	000234	ENVIROCOMPLIANCE LAB INC	R1252855	4/02/2021		4520-500100-3160-	85.00	26054			00869 TESTING	
000000	000234		R1252899	4/02/2021		4520-500100-3160-	115.00	26054			00869 TESTING	
000000	000234		R1252923	4/02/2021		4520-500100-3160-	115.00	26054			00869 TESTING	
000000	000234		R1252961	4/02/2021		4520-500100-3160-	115.00	26054			00869 TESTING	
000000	000234		R1253037	4/02/2021		4520-500100-3160-	115.00	26054			00869 TESTING	
000000	000234		R1253060	4/02/2021		4520-500100-3160-	115.00	26054			00869 TESTING	
000000	000234		R1253098	4/02/2021		4520-500100-3160-	115.00	26054			00869 TESTING	
000000	000234		R1253206	4/02/2021		4520-500100-3160-	115.00	26054			00869 TESTING	
000000	000234		R1253231	4/02/2021		4520-500100-3160-	175.00	26054			00869 TESTING	
000000	000234		R1253269	4/02/2021		4520-500100-3160-	175.00	26054			00869 TESTING	
DISC. TOTAL							1,260.00				TOTAL	
DISC. TOTAL							1,260.00					TOTAL
000000	000234	ENVIROCOMPLIANCE LAB INC	R1353360	4/02/2021		4520-500100-3160-	115.00	26055			00869 TESTING	
000000	000234		R1353395	4/02/2021		4520-500100-3160-	115.00	26055			00869 TESTING	
000000	000234		R1353431	4/02/2021		4520-500100-3160-	155.00	26055			00869 TESTING	
000000	000234		R1353432	4/02/2021		4520-500100-3160-	305.00	26055			00869 TESTING	
000000	000234		R1353519	4/02/2021		4520-500100-3160-	115.00	26055			00869 TESTING	
000000	000234		R1353545	4/02/2021		4520-500100-3160-	115.00	26055			00869 TESTING	
000000	000234		R1353590	4/02/2021		4520-500100-3160-	155.00	26055			00869 TESTING	
000000	000234		R1353586	4/02/2021		4520-500100-3160-	115.00	26055			00869 TESTING	

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH ACH PMT	BATCH INV. DESCRIPTION
0000000	000234		R1353717	4/02/2021		4520-500100-3160-	115.00	26055		TESTING
0000000	000234		R1353765	4/02/2021		4520-500100-3160-	155.00	26055		TESTING
	DISC. TOTAL						.00			
							1,460.00			TOTAL
0000000	000648	ERARD ANDREA G	2021-01	4/02/2021		4100-012110-3150-	1,667.00	26056		PROFESSIONAL SERVICES - LEGAL00869 TOWN ATTORNEY
0000000	000648		2021-02	4/02/2021		4100-012110-3150-	1,667.00	26056		PROFESSIONAL SERVICES - LEGAL00869 TOWN ATTORNEY
0000000	000648		2021-03	4/02/2021		4100-012110-3150-	1,667.00	26056		PROFESSIONAL SERVICES - LEGAL00869 TOWN ATTORNEY
	DISC. TOTAL						.00			
							1,667.00			TOTAL
0000000	000813	POLEY HEATHER	20210402	4/02/2021		4100-012410-3150-	2,700.00	26057		PROFESSIONAL SERVICES - CPA
	DISC. TOTAL						.00			
							2,700.00			TOTAL
0000000	001089	SNAP-ON TOOLS	032521121834	4/02/2021		4500-500100-6006-	325.00	26058		HAND TOOLS
0000000	001089		032521121834	4/02/2021		4500-500100-6006-	204.00	26058		HAND TOOLS
0000000	001089		032521121834	4/02/2021		4500-500100-6006-	132.00	26058		HAND TOOLS
0000000	001089		032521121834	4/02/2021		4500-500100-6006-	68.25	26058		HAND TOOLS
0000000	001089		032521121834	4/02/2021		4500-500100-6006-	44.50	26058		HAND TOOLS
0000000	001089		032521121834	4/02/2021		4500-500100-6006-	47.00	26058		HAND TOOLS
0000000	001089		032521121834	4/02/2021		4500-500100-6006-	55.00	26058		HAND TOOLS
0000000	001089		032521121834	4/02/2021		4500-500100-6006-	41.00	26058		HAND TOOLS
0000000	001089		032521121834	4/02/2021		4500-500100-6006-	131.50	26058		HAND TOOLS
0000000	001089		032521121834	4/02/2021		4500-500100-6006-	58.75	26058		HAND TOOLS
0000000	001089		032521121834	4/02/2021		4500-500100-6006-	192.00	26058		HAND TOOLS
0000000	001089		032521121834	4/02/2021		4500-500100-6006-	170.00	26058		HAND TOOLS
	DISC. TOTAL						.00			
							1,469.00			TOTAL
0000000	000019	VERIZON	2021-04	4/02/2021		4500-500100-5230-	17.52	26059		TELECOMMUNICATIONS
0000000	000019		2021-04	4/02/2021		4500-500100-5230-	256.66	26059		TELECOMMUNICATIONS
	DISC. TOTAL						.00			
							274.18			TOTAL
0000000	000256	VERIZON WIRELESS	9875890649	4/02/2021		4100-031100-5230-	173.61	26060		TELECOMMUNICATIONS
0000000	000256		9875890649	4/02/2021		4100-043100-5230-	59.61	26060		TELECOMMUNICATIONS
0000000	000256		9875890649	4/02/2021		4100-012110-5230-	47.70	26060		TELECOMMUNICATIONS
0000000	000256		9875890649	4/02/2021		4100-012110-2600-	68.45	26060		MAYOR EXPENSES
0000000	000256		9875890649	4/02/2021		4500-500100-5230-	59.62	26060		TELECOMMUNICATIONS
0000000	000256		9875890649	4/02/2021		4520-500100-5230-	59.62	26060		TELECOMMUNICATIONS
	DISC. TOTAL						.00			
							468.61			TOTAL
0000000	001114	XEROX FINANCIAL SERVICES	2544951	4/02/2021		4100-012410-3310-	123.22	26061		OFFICE EQUIPMENT
	DISC. TOTAL						.00			
							123.22			TOTAL
							16,195.52			TOTAL
							16,195.52			TOTAL

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 16,195.52 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE

TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
26065	1063	ALACRITI PAYMENTS, LLC	000	4/07/2021	77.60	.00
26066	14	CINTAS OF RICHMOND	000	4/07/2021	812.59	.00
26067	679	DAVID L BROOKS HAULING &	000	4/07/2021	3,850.00	.00
26068	28	G & G MILFORD FARM SERV.	000	4/07/2021	3,957.41	.00
26069	71	HARRIE PLUMBING & HEATING	000	4/07/2021	3,120.21	.00
26070	1115	JUSTTECH	000	4/07/2021	205.01	.00
26071	320	MORTON'S POWER EQUIPMENT	000	4/07/2021	60.64	.00
26072	148	THE FREE LANCE STAR	000	4/07/2021	632.80	.00
26073	291	USA BLUE BOOK	000	4/07/2021	144.19	.00
26074	1002	VACORP	000	4/07/2021	97.65	.00
26075	44	VUPS	000	4/07/2021	7,918.21	.00
26076	12	WASTE MANAGEMENT	000	4/07/2021	728.83	.00
26077	1049	MEX BANK	000	4/07/2021	133.14	.00
26078	451	XEROX CORPORATION	000	4/07/2021	20,642.48	.00
		CLASS TOTAL			20,642.48	.00
		ACH TOTAL			.00	
		CHECK TOTAL			20,642.48	
		EPY TOTAL			.00	
		FINAL TOTAL			20,642.48	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 20,642.48- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCTL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH AMT	CREDIT CARD AND BANK FEES	BATCH INV. DESCRIPTION
0000000	001063	ALACRITI PAYMENTS, LLC	NMGP413FF4D32X	4/07/2021		4100-012410-3130-	77.60	26065			00870 2.5% CC
		DISC. TOTAL	.00								
		CHECK TOTAL	77.60								
0000000	000014	CINTRAS OF RICHMOND	4077452064	4/07/2021		4100-043100-6011-	41.08	26066			00870 UNIFORMS
0000000	000014		4077452064	4/07/2021		4500-500100-6011-	67.66	26066			00870 UNIFORMS
0000000	000014		4077452064	4/07/2021		4520-500100-6011-	88.17	26066			00870 UNIFORMS
0000000	000014		4078147916	4/07/2021		4100-043100-6011-	41.08	26066			00870 UNIFORMS
0000000	000014		4078147916	4/07/2021		4500-500100-6011-	40.58	26066			00870 UNIFORMS
0000000	000014		4078147916	4/07/2021		4520-500100-6011-	77.46	26066			00870 UNIFORMS
0000000	000014		4078773937	4/07/2021		4100-043100-6011-	41.08	26066			00870 UNIFORMS
0000000	000014		4078773937	4/07/2021		4500-500100-6011-	40.58	26066			00870 UNIFORMS
0000000	000014		4078773937	4/07/2021		4520-500100-6011-	40.58	26066			00870 UNIFORMS
0000000	000014		4079306343	4/07/2021		4100-043100-6011-	77.46	26066			00870 UNIFORMS
0000000	000014		4079306343	4/07/2021		4500-500100-6011-	40.58	26066			00870 UNIFORMS
0000000	000014		4079306343	4/07/2021		4520-500100-6011-	77.46	26066			00870 UNIFORMS
0000000	000014		4079934416	4/07/2021		4100-043100-6011-	41.08	26066			00870 UNIFORMS
0000000	000014		4079934416	4/07/2021		4500-500100-6011-	40.58	26066			00870 UNIFORMS
0000000	000014		4079934416	4/07/2021		4520-500100-6011-	56.66	26066			00870 UNIFORMS
		DISC. TOTAL	.00								
		CHECK TOTAL	812.59								
0000000	000679	DAVID L BROOKS HAULING & 24064		4/07/2021		4100-043100-6007-	3,400.00	26067			00870 TOWN BUILDINGS
0000000	000679		24065	4/07/2021		4520-500100-6007-	450.00	26067			00870 TH SIDEWALK AND DR
		DISC. TOTAL	.00								
		CHECK TOTAL	3,850.00								
0000000	000028	G & G MILFORD FARM SERV.	1896987	4/07/2021		4100-043100-6009-	335.96	26068			00870 STORGE RACK
0000000	000028		189703	4/07/2021		4100-043100-6009-	34.36	26068			00870 SILICONE
0000000	000028		189762	4/07/2021		4100-043100-6007-	14.29	26068			00870 TREATED LUMBER
0000000	000028		189793	4/07/2021		4100-043100-7200-	31.99	26068			00870 ROUNDUP POISON IVY
0000000	000028		189870	4/07/2021		4100-043100-6007-	78.54	26068			00870 PAINT, BRUSHES
0000000	000028		189874	4/07/2021		4100-043100-6007-	279.98	26068			00870 STORGE RACK
0000000	000028		189884	4/07/2021		4100-043100-6009-	12.58	26068			00870 STEEL PIECES
0000000	000028		189990	4/07/2021		4500-500100-6009-	45.96	26068			00870 GOGGLES, LIME
0000000	000028		190023	4/07/2021		4100-043100-6009-	64.59	26068			00870 STEEL OIL & MIX
0000000	000028		190046	4/07/2021		4100-043100-6007-	59.16	26068			00870 WREDFERD
		DISC. TOTAL	.00								
		CHECK TOTAL	957.41								
0000000	000071	HARRIE PLUMBING & HEATING 035014		4/07/2021		4520-500100-6007-	3,120.21	26069			00870 100 N MAIN ST
		DISC. TOTAL	.00								
		CHECK TOTAL	3,120.21								
0000000	001115	JUSTTECH	64665	4/07/2021		4100-012410-3310-	205.01	26070			00870 2021-03
		DISC. TOTAL	.00								
		CHECK TOTAL	205.01								
0000000	000320	MORTON S POWER EQUIPMENT 12105260		4/07/2021		4100-043100-6009-	60.64	26071			00870 LAWN MOWER BLADES
		DISC. TOTAL	.00								
		CHECK TOTAL	60.64								
0000000	000148	THE PRER LANCE STAR	2021-03	4/07/2021		4100-012110-3600-	632.80	26072			00870 PUBLIC HEARING
		DISC. TOTAL	.00								
		CHECK TOTAL	632.80								
0000000	000291	USA BLUE BOOK	546713	4/07/2021		4520-500100-6004-	151.54	26073			00870 ELECTRODE SOLUTION
0000000	000291		546713	4/07/2021		4520-500100-6004-	34.66	26073			00870 ALKALINITY TEST
0000000	000291		558126	4/07/2021		4520-500100-6004-	1,718.00	26073			00870 ANALYTICAL BAL SCL
		DISC. TOTAL	.00								
		CHECK TOTAL	1,904.20								
		DISC. TOTAL	.00								
		CHECK TOTAL	1,904.20								

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCR	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH AMT	BATCH INV. DESCRIPTION
0000000	001002	VACORP	2021-03	4/07/2021		4100-012110-2500-	17.31	26074		00870 HYBRID
0000000	001002		2021-03	4/07/2021		4100-012410-2500-	31.72	26074		HYBRID DISABILITY INSURANCE
0000000	001002		2021-03	4/07/2021		4100-043100-2500-	20.19	26074		HYBRID DISABILITY INSURANCE
0000000	001002		2021-03	4/07/2021		4500-500100-2500-	10.09	26074		HYBRID DISABILITY INS
0000000	001002		2021-03	4/07/2021		4520-500100-2500-	64.88	26074		HYBRID DISABILITY INS
		DISC. TOTAL					.00			
		CHECK TOTAL					144.19			00870 HYBRID
		DISC. TOTAL					.00			144.19
0000000	000044	VIPS	03210460	4/07/2021		4500-500100-5899-	97.65	26075		00870 TRANSMISSIONS
		DISC. TOTAL					.00			97.65
		CHECK TOTAL					97.65			
0000000	000012	WASTE MANAGEMENT	273013602811	4/07/2021		4520-500100-3320-	89.71	26076		00870 WTP
0000000	000012		273040202817	4/07/2021		4100-043100-7200-	1,592.16	26076		TOWN HALL EXPENSES
0000000	000012		273130902813	4/07/2021		4520-500100-3180-	94.35	26076		SLUDGE REMOVAL
0000000	000012		350358124245	4/07/2021		4100-043100-7130-	6,141.99	26076		REFUSE COLLECTION
		DISC. TOTAL					.00			00870 RESIDENTS
		CHECK TOTAL					7,918.21			7,918.21
0000000	001049	WEX BANK	71120028	4/07/2021		4100-031100-6008-	205.99	26077		00870 PC
0000000	001049		71120028	4/07/2021		4100-043100-6008-	174.28	26077		VEHICLE FUEL/OIL
0000000	001049		71120028	4/07/2021		4500-500100-6008-	174.28	26077		VEHICLE FUEL/OIL
0000000	001049		71120028	4/07/2021		4520-500100-6008-	174.28	26077		VEHICLE FUEL & OIL
		DISC. TOTAL					.00			00870 SEWER
		CHECK TOTAL					728.83			728.83
0000000	000451	XEROX CORPORATION	012924626	4/07/2021		4100-012410-3310-	133.14	26078		00870 2021-03
		DISC. TOTAL					.00			133.14
		CHECK TOTAL					133.14			
		CHECK TOTAL					20,642.48			20,642.48
		CHECK TOTAL					20,642.48			
		ACH PMT TOTAL					.00			
		CPA PMT TOTAL					.00			
		EPY PMT TOTAL					.00			
		OFFICE EQUIPMENT					.00			
		TOTAL								

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 20,642.48 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
26079	1009	CAROLINE COUNTY HIGH	000	4/16/2021	1,000.00	.00
26080	10	DOMINION VIRGINIA POWER	000	4/16/2021	6,178.18	.00
26081	882	FERGUSON ENTERPRISES LLC	000	4/16/2021	1,868.90	.00
26082	999999	GERBER ROBERT	000	4/16/2021	150.00	.00
26083	257	ON SITE PC	000	4/16/2021	323.75	.00
26084	505	POWER & FLOW SOLUTIONS	000	4/16/2021	360.60	.00
26085	919	PRO SHRED SECURITY	000	4/16/2021	45.00	.00
26086	1089	SNAP-ON TOOLS	000	4/16/2021	2,948.25	.00
26087	999999	SULLIVAN DONNA	000	4/16/2021	150.00	.00
26088	291	USA BLUE BOOK	000	4/16/2021	824.74	.00
		CLASS TOTAL			13,849.42	.00
		ACH TOTAL			.00	
		CHECK TOTAL			13,849.42	
		EPY TOTAL			.00	
		FINAL TOTAL			13,849.42	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 13,849.42- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH ACH PMT	G/L ACCOUNT DESC.	BATCH INV DESCRIPTION
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0000000	001009	CAROLINE COUNTY HIGH	20210416	4/16/2021		4100-043100-7140-	1,000.00	26079		LITTER GRANT	00871 TRASH PU	
DISC. TOTAL							.00				1,000.00	
CHECK TOTAL							1,000.00					

0000000	000010	DOMINION VIRGINIA POWER	2021-03	4/16/2021		4100-043100-7200-	782.09	26080		TOWN HALL EXPENSES	00871 TH	
0000000	000010		2021-03	4/16/2021		4100-043100-7200-	72.51	26080		TOWN HALL EXPENSES	00871 109 COURTHOUSE LN	
0000000	000010		2021-03	4/16/2021		4100-043100-5110-	1,652.92	26080		ELECTRICITY-STREETLIGHTS	00871 BUT/CHASE ST LIGHT	
0000000	000010		2021-03	4/16/2021		4100-043100-5110-	48.19	26080		ELECTRICITY-STREETLIGHTS	00871 MAIN ST LIGHTS	
0000000	000010		2021-03	4/16/2021		4500-500100-5110-	66.90	26080		ELECTRICITY	00871 PC	
0000000	000010		2021-03	4/16/2021		4500-500100-5110-	437.30	26080		ELECTRICITY	00871 BUT/CHASE WTR TWR	
0000000	000010		2021-03	4/16/2021		4500-500100-5110-	338.72	26080		ELECTRICITY	00871 BUTLER GRND TNK	
0000000	000010		2021-03	4/16/2021		4520-500100-5110-	627.14	26080		ELECTRICITY	00871 WELLS #5	
0000000	000010		2021-03	4/16/2021		4520-500100-5110-	1,891.06	26080		ELECTRICITY	00871 WWP	
0000000	000010		2021-03	4/16/2021		4520-500100-5110-	31.30	26080		ELECTRICITY	00871 LACY LN PMP STAT	
0000000	000010		2021-03	4/16/2021		4520-500100-5110-	15.51	26080		ELECTRICITY	00871 ROGERS CLERK PMP ST	
0000000	000010		2021-03	4/16/2021		4520-500100-5110-	109.90	26080		ELECTRICITY	00871 CHASE ST PMP STAT	
0000000	000010		2021-03	4/16/2021		4520-500100-5110-	104.64	26080		ELECTRICITY	00871 SCHOOL RD PMP STAT	
DISC. TOTAL							.00				6,178.18	
CHECK TOTAL							6,178.18					

0000000	000882	FERGUSON ENTERPRISES LLC	MMW015444	4/16/2021		4500-500100-6007-	165.00	26081		REPAIR/MAINTENANCE	00871 TABLETS, 2 1/2 IN N	
0000000	000882		MMW015444	4/16/2021		4500-500100-6007-	149.90	26081		REPAIR/MAINTENANCE	00871 TABLETS, 2 1/2 IN N	
0000000	000882		MMW015891	4/16/2021		4500-500100-6007-	559.00	26081		REPAIR/MAINTENANCE	00871 MARKING PAINT	
0000000	000882		MMW15449	4/16/2021		4500-500100-6007-	995.00	26081		REPAIR/MAINTENANCE	00871 DECHLORINATOR	
DISC. TOTAL							.00				1,868.90	
CHECK TOTAL							1,868.90					

0000000	999999	GERBER ROBERT	THDR 2021-05-08	4/16/2021		100-000200-3500-	150.00	26082		REFUNDS PAYABLE	00871 CNC DUB TPO COVID	
DISC. TOTAL							.00				150.00	
CHECK TOTAL							150.00					

0000000	000257	ON SITE PC	5007	4/16/2021		4100-012410-3320-	130.00	26083		COMPUTER LICENSES/SUPPORT	00871 TRACY'S COMPUTER	
0000000	000257		5011	4/16/2021		4100-012410-3320-	193.75	26083		COMPUTER LICENSES/SUPPORT	00871 MELISSA'S COMPUTER	
DISC. TOTAL							.00				323.75	
CHECK TOTAL							323.75					

0000000	000505	POWER & FLOW SOLUTIONS	2321	4/16/2021		4500-500100-6007-	360.60	26084		REPAIR/MAINTENANCE	00871 WTP CONTROLLER	
DISC. TOTAL							.00				360.60	
CHECK TOTAL							360.60					

0000000	000919	PRO SHRED SECURITY	37335	4/16/2021		4100-012110-3140-	45.00	26085		CONTRACTED SERVICES/SHREDDING	00871 2021-04	
DISC. TOTAL							.00				45.00	
CHECK TOTAL							45.00					

0000000	001089	SNAP-ON TOOLS	040721122389	4/16/2021		4500-500100-6006-	172.50	26086		HAND TOOLS	00871 RATCHET CLAMP PLIE	
0000000	001089		040721122389	4/16/2021		4500-500100-6006-	72.50	26086		HAND TOOLS	00871 FLASHLIGHTS	
0000000	001089		040721122389	4/16/2021		4500-500100-6006-	31.00	26086		HAND TOOLS	00871 SOAP DISPENSER	
0000000	001089		040721122389	4/16/2021		4500-500100-6006-	75.25	26086		HAND TOOLS	00871 HOSR NOZZLE	
0000000	001089		041421122663	4/16/2021		4500-500100-6006-	285.00	26086		HAND TOOLS	00871 PULLER SET BOLT GR	
0000000	001089		041421122663	4/16/2021		4500-500100-6006-	65.25	26086		HAND TOOLS	00871 DIAG CUTTER	
0000000	001089		041421122663	4/16/2021		4500-500100-6009-	216.00	26086		HAND TOOLS	00871 PINCH SEF	
0000000	001089		041521122716	4/16/2021		4500-500100-6009-	997.50	26086		EQUIPMENT/SUPPLIES	00871 BLOWGUN TUBE	
0000000	001089		041521122716	4/16/2021		4500-500100-6006-	17.88	26086		EQUIPMENT/SUPPLIES	00871 BLOWGUN TUBE	
0000000	001089		041521122716	4/16/2021		4520-500100-6006-	997.50	26086		SMALL TOOLS	00871 BLOWGUN TUBE	
0000000	001089		041521122716	4/16/2021		4520-500100-6006-	17.87	26086		SMALL TOOLS	00871 BLOWGUN TUBE	
DISC. TOTAL							.00				2,948.25	
CHECK TOTAL							2,948.25					

0000000	999999	SULLIVAN DONNA	THDR 2021-04-03	4/16/2021		100-000200-3500-	150.00	26087		REFUNDS PAYABLE	00871 THDR 2021-04-03	
DISC. TOTAL							.00				150.00	
CHECK TOTAL							150.00					

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH AMOUNT	REPAIR/ MAINTENANCE	BATCH INV. DESCRIPTION
0000000	000291	USA BLUE BOOK	559584	4/16/2021		4520-500100-6007-	437.82	26088			REPAIR/ MAINTENANCE	00871 KOP KIT PVC
			559584	4/16/2021		4520-500100-6007-	386.92	26088			REPAIR/ MAINTENANCE	00871 SERIES C PUMP
							.00					824.74
		DISC. TOTAL										
			.00									
		CHECK TOTAL										
			13,849.42									13,849.42
		CHECK TOTAL										
							.00					
		CHECK TOTAL										
			13,849.42									13,849.42
		CHECK TOTAL										

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 13,849.42 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
26092	4	CAROLINE COUNTY	000	4/22/2021	400.00	.00
26093	897	CINTAS CORPORATION	000	4/22/2021	49.72	.00
26094	1017	CORE & MAIN	000	4/22/2021	2,554.26	.00
26095	1092	BBM	000	4/22/2021	500.00	.00
26096	11	RAPPAHANNOCK ELEC COOP	000	4/22/2021	567.40	.00
26097	1089	SNAP-ON TOOLS	000	4/22/2021	309.50	.00
26098	989	VACO SERVICES	000	4/22/2021	50.00	.00
		CLASS TOTAL			4,430.88	.00
		ACH TOTAL			.00	
		CHECK TOTAL			4,430.88	
		EPY TOTAL			.00	
		FINAL TOTAL			4,430.88	.00

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 THE TOTAL 4,430.88- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH ACH PMT	ACH DISC.	BATCH INV. DESCRIPTION
0000000	000004	CAROLINE COUNTY	SITE PLAN	4/22/2021		4100-012110-3100-	400.00	26092			00873 17600 AB HILL BLVD
		DISC. TOTAL	CHECK TOTAL				.00	EBY PMT TOTAL			400.00
0000000	000897	CINTRANS CORPORATION	8405098680	4/22/2021		4520-500100-6011-	49.72	26093			00873 FIRST AID
		DISC. TOTAL	CHECK TOTAL				.00	EBY PMT TOTAL			49.72
0000000	001017	CORE & MAIN	N806684	4/22/2021		4500-500100-6050-	738.66	26094			00873 METER BOX
		DISC. TOTAL	CHECK TOTAL				1,815.60	26094			00873 METERS
							.00	EBY PMT TOTAL			2,554.26
0000000	001092	PHM	32278	4/22/2021		4100-043100-7200-	500.00	26095			00873 CLEANING OFFICES
		DISC. TOTAL	CHECK TOTAL				.00	EBY PMT TOTAL			500.00
0000000	000011	RAPPANNOCK ELBEC COOP	2021-03	4/22/2021		4100-043100-5110-	51.27	26096			00873 TRANS ON HILL
		DISC. TOTAL	CHECK TOTAL				293.99	26096			00873 WELLS #4
							22.05	26096			00873 RT 2 WTR TWR
							89.83	26096			00873 LAKEWOOD PMP STAT
							28.20	26096			00873 OAK RIDGE PMP STAT
							82.06	26096			00873 CEDAR LN WAREHOUSE
							.00	EBY PMT TOTAL			567.40
0000000	001089	SNAP-ON TOOLS	042121122914	4/22/2021		4100-043100-6006-	103.17	26097			00873 RATCHET & TORX SET
		DISC. TOTAL	CHECK TOTAL				103.17	26097			00873 RATCHET & TORX SET
							103.16	26097			00873 RATCHET & TORX SET
							.00	EBY PMT TOTAL			309.50
0000000	000989	VACO SERVICES	IYCO1864	4/22/2021		4100-012110-3600-	50.00	26098			00873 TOWN MANAGER AD
		DISC. TOTAL	CHECK TOTAL				.00	EBY PMT TOTAL			50.00
							.00	EBY PMT TOTAL			4,430.88
							.00	EBY PMT TOTAL			4,430.88

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DATE _____ TOWN MANAGER _____

API00B 4/29/2021 TOWN OF BOWLING GREEN
TIME-14:46:51

A/P CHECK REGISTER
Check Date - 4/29/2021

ActPd - 2021/04

PAGE

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
26099	9999999	CHASE STREET HOPS LLC	000	4/29/2021	220.04	.00
26100	9999999	JOHNSON NANCY J	000	4/29/2021	214.59	.00
26101	9999999	LANCTO JANE M	000	4/29/2021	456.03	.00
		CLASS TOTAL			890.66	.00
		ACH TOTAL			.00	
		CHECK TOTAL			890.66	
		EPY TOTAL			.00	
		FINAL TOTAL			890.66	.00

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THE TOTAL 890.66- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCEL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH	REFUNDS G/L	ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	9999999	CHASE STREET HOBS LLC	RE2000001050001	4/29/2021	N	100-000200-3500-	220.04	26099				REFUNDS PAYABLE	00027 TAX REFUND
		DISC. TOTAL					.00						220.04
		CHECK TOTAL											
0000000	9999999	JOHNSON NANCY J	PE2000003640001	4/29/2021	N	100-000200-3500-	18.84	26100				REFUNDS PAYABLE	00027 TAX REFUND
		DISC. TOTAL					195.75	26100				REFUNDS PAYABLE	00027 TAX REFUND
		CHECK TOTAL					.00						214.59
0000000	9999999	LANCTO JANE M	PP1800004440001	4/29/2021	N	100-000200-3500-	4.00	26101				REFUNDS PAYABLE	00027 TAX REFUND
		DISC. TOTAL					10.66	26101				REFUNDS PAYABLE	00027 TAX REFUND
		CHECK TOTAL					161.64	26101				REFUNDS PAYABLE	00027 TAX REFUND
0000000	9999999		PP1800004440003	4/29/2021	N	100-000200-3500-	30.00	26101				REFUNDS PAYABLE	00027 TAX REFUND
		DISC. TOTAL					3.65	26101				REFUNDS PAYABLE	00027 TAX REFUND
		CHECK TOTAL					9.92	26101				REFUNDS PAYABLE	00027 TAX REFUND
0000000	9999999		PP1900004080002	4/29/2021	N	100-000200-3500-	146.16	26101				REFUNDS PAYABLE	00027 TAX REFUND
		DISC. TOTAL					30.00	26101				REFUNDS PAYABLE	00027 TAX REFUND
		CHECK TOTAL					30.00	26101				REFUNDS PAYABLE	00027 TAX REFUND
		CHECK TOTAL					.00					REFUNDS PAYABLE	456.03
		CHECK TOTAL					890.66					TOTAL	890.66
		CHECK TOTAL					.00					TOTAL	890.66

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DATE _____ TOWN MANAGER _____

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
26105	999999	BEASLEY TIMOTHY	000	4/28/2021	24.26	.00
26106	999999	GRAVATT CATHY	000	4/28/2021	109.89	.00
26107	999999	HARPER DAVID	000	4/28/2021	109.88	.00
26108	999999	HOWARD KARLEY	000	4/28/2021	20.39	.00
26109	999999	JEFFERSON PAMELA	000	4/28/2021	100.00	.00
26110	999999	MANN'S MIKE	000	4/28/2021	167.17	.00
26111	999999	REILLY JOSEPH	000	4/28/2021	20.40	.00
26112	999999	RUSSELL MEGAN	000	4/28/2021	3.11	.00
26113	999999	WILLIAMS DONNA	000	4/28/2021	4.11	.00
26114	999999	WRIGHT JENNIFER C	000	4/28/2021	8.69	.00
		CLASS TOTAL			567.90	.00
		ACH TOTAL			.00	
		CHECK TOTAL			567.90	
		EPY TOTAL			.00	
		FINAL TOTAL			567.90	.00

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DATE _____ TOWN MANAGER _____

P.O. NO.	VENDOR	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH AMOUNT	REFUNDS G/L	ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	9999999	BRASLEY TIMOTHY	UT0020023720001	4/28/2021	N	100-000200-3500-	24.26	26105			REFUNDS PAYABLE		00027 UTILITY REFUND
	DISC. TOTAL		CHECK TOTAL				.00	EPY PMT TOTAL					24.26
0000000	9999999	GRAVATT CATHY	UT0020024710001	4/28/2021	N	100-000200-3500-	109.89	26106			REFUNDS PAYABLE		00027 UTILITY REFUND
	DISC. TOTAL		CHECK TOTAL				.00	EPY PMT TOTAL					109.89
0000000	9999999	HARBER DAVID	UT0020028310001	4/28/2021	N	100-000200-3500-	109.88	26107			REFUNDS PAYABLE		00027 UTILITY REFUND
	DISC. TOTAL		CHECK TOTAL				.00	EPY PMT TOTAL					109.88
0000000	9999999	HOWARD KARLEY	UT0020031570001	4/28/2021	N	100-000200-3500-	20.39	26108			REFUNDS PAYABLE		00027 UTILITY REFUND
	DISC. TOTAL		CHECK TOTAL				.00	EPY PMT TOTAL					20.39
0000000	9999999	JEFFERSON PAMELA	UT0020024450001	4/28/2021	N	100-000200-3500-	100.00	26109			REFUNDS PAYABLE		00027 UTILITY REFUND
	DISC. TOTAL		CHECK TOTAL				.00	EPY PMT TOTAL					100.00
0000000	9999999	MANNIS MIKE	UT0020033060001	4/28/2021	N	100-000200-3500-	167.17	26110			REFUNDS PAYABLE		00027 UTILITY REFUND
	DISC. TOTAL		CHECK TOTAL				.00	EPY PMT TOTAL					167.17
0000000	9999999	REILLY JOSEPH	UT0020030360001	4/28/2021	N	100-000200-3500-	20.40	26111			REFUNDS PAYABLE		00027 UTILITY REFUND
	DISC. TOTAL		CHECK TOTAL				.00	EPY PMT TOTAL					20.40
0000000	9999999	RUSSELL MEGAN	UT0020032500001	4/28/2021	N	100-000200-3500-	3.11	26112			REFUNDS PAYABLE		00027 UTILITY REFUND
	DISC. TOTAL		CHECK TOTAL				.00	EPY PMT TOTAL					3.11
0000000	9999999	WILLIAMS DONNA	UT0020033140001	4/28/2021	N	100-000200-3500-	4.11	26113			REFUNDS PAYABLE		00027 UTILITY REFUND
	DISC. TOTAL		CHECK TOTAL				.00	EPY PMT TOTAL					4.11
0000000	9999999	WRIGHT JENNIFER C	UT0020019580001	4/28/2021	N	100-000200-3500-	8.69	26114			REFUNDS PAYABLE		00027 UTILITY REFUND
	DISC. TOTAL		CHECK TOTAL				.00	EPY PMT TOTAL					8.69
			CHECK TOTAL				567.90	ACH PMT TOTAL					567.90
			CHECK TOTAL				.00	CPA PMT TOTAL					.00

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 THE TOTAL 567.90 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
26115	1063	ALACRITI PAYMENTS, LLC	000	4/30/2021	136.72	.00
26116	1017	CORE & MAIN	000	4/30/2021	609.21	.00
26117	648	ERARD ANDREA G	000	4/30/2021	1,667.00	.00
26118	546	JOHNSON'S EXTERMINATING	000	4/30/2021	625.00	.00
26119	1117	KAESER & BLAIR INC	000	4/30/2021	2,630.00	.00
26120	48	MID-ATLANTIC LAB	000	4/30/2021	60.00	.00
26121	1078	REBECCA SULLIVAN ART & DE	000	4/30/2021	100.00	.00
26122	918	STAPLES ADVANTAGE	000	4/30/2021	223.52	.00
26123	291	USA BLUE BOOK	000	4/30/2021	429.95	.00
26124	989	VACO SERVICES	000	4/30/2021	50.00	.00
26125	19	VERIZON	000	4/30/2021	274.45	.00
26126	256	VERIZON WIRELESS	000	4/30/2021	468.85	.00
26127	1094	WARE BLANCH	000	4/30/2021	550.00	.00
26128	12	WASTE MANAGEMENT	000	4/30/2021	741.35	.00
		CLASS TOTAL			8,566.05	.00
		ACH TOTAL			.00	
		CHECK TOTAL			8,566.05	
		EPY TOTAL			.00	
		FINAL TOTAL			8,566.05	.00

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 THE TOTAL 8,566.05- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCTL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	A/C H	A/C H	BATCH INV. DESCRIPTION
0000000	001063	ALACRITI PAYMENTS, LLC	NMKG213KX2CHCL	4/30/2021		4100-012410-3130-	41.20	26115			CREDIT CARD AND BANK FEES
0000000	001063		NMKG213907KNVG	4/30/2021		4100-012410-3130-	16.56	26115			CREDIT CARD AND BANK FEES
0000000	001063		NMKG213HCLCR88	4/30/2021		4100-012410-3130-	78.96	26115			CREDIT CARD AND BANK FEES
		DISC. TOTAL					.00				TOTAL
		CHECK TOTAL					136.72				
0000000	001017	CORE & MAIN	0058407	4/30/2021		4500-500100-6050-	417.21	26116			METER/FIRE HYDRANTS
0000000	001017		0063201	4/30/2021		4500-500100-6050-	192.00	26116			METER/FIRE HYDRANTS
		DISC. TOTAL					.00				TOTAL
		CHECK TOTAL					609.21				
0000000	000648	ERARD ANDREA G	2021-05	4/30/2021		4100-012110-3150-	1,667.00	26117			PROFESSIONAL SERVICES - LEGAL
		DISC. TOTAL					.00				TOTAL
		CHECK TOTAL					1,667.00				
0000000	000546	JOHNSON'S EXTERMINATING	2021-04	4/30/2021		4100-031100-3320-	50.00	26118			PROFESSIONAL SERVICES
0000000	000546		2021-04	4/30/2021		4100-043100-7120-	75.00	26118			PARK MAINTENANCE
0000000	000546		2021-04	4/30/2021		4100-043100-7200-	65.00	26118			TOWN HALL EXPENSES
0000000	000546		2021-04	4/30/2021		4100-043100-7120-	10.00	26118			PARK MAINTENANCE
		DISC. TOTAL					425.00				PROFESSIONAL SERVICES
		CHECK TOTAL					.00				TOTAL
		CHECK TOTAL					625.00				
0000000	001117	KAESER & BLAIR INC	1042025999	4/30/2021		4100-012110-3100-	2,630.00	26119			CONTINGENCY
		DISC. TOTAL					.00				TOTAL
		CHECK TOTAL					2,630.00				
0000000	000048	MID-ATLANTIC LAB	16035	4/30/2021		4500-500100-6022-	60.00	26120			WATER TESTING
		DISC. TOTAL					.00				TOTAL
		CHECK TOTAL					60.00				
0000000	001078	REBECCA SULLIVAN ART & DE 009		4/30/2021		4400-071200-1240-	100.00	26121			CLEAN SWEEP
		DISC. TOTAL					.00				TOTAL
		CHECK TOTAL					100.00				
0000000	000918	STAPLES ADVANTAGE	7312750270	4/30/2021		4100-012410-6001-	124.44	26122			OFFICE SUPPLIES & PRINTING
0000000	000918		732742584101	4/30/2021		4100-012410-6001-	87.16	26122			OFFICE SUPPLIES & PRINTING
0000000	000918		732768048001	4/30/2021		4100-012410-6001-	57.27	26122			OFFICE SUPPLIES & PRINTING
0000000	000918		732868717301	4/30/2021		4100-012410-6001-	81.47	26122			OFFICE SUPPLIES & PRINTING
		DISC. TOTAL					122.06				OFFICE SUPPLIES & PRINTING
		CHECK TOTAL					.00				TOTAL
		CHECK TOTAL					223.52				
0000000	000291	USA BLUE BOOK	572260	4/30/2021		4500-500100-6009-	429.95	26123			EQUIPMENT/SUPPLIES
		DISC. TOTAL					.00				TOTAL
		CHECK TOTAL					429.95				
0000000	000989	VACO SERVICES	IVCO1865	4/30/2021		4100-012110-3600-	50.00	26124			ADVERTISING
		DISC. TOTAL					.00				TOTAL
		CHECK TOTAL					50.00				
0000000	000019	VERIZON	2021-05	4/30/2021		4500-500100-5230-	236.66	26125			TELECOMMUNICATIONS
0000000	000019		2021-05	4/30/2021		4500-500100-5230-	17.79	26125			TELECOMMUNICATIONS
		DISC. TOTAL					.00				TOTAL
		CHECK TOTAL					274.45				
0000000	000256	VERIZON WIRELESS	9878027317	4/30/2021		4100-031100-5230-	173.66	26126			TELECOMMUNICATIONS
0000000	000256		9878027317	4/30/2021		4100-043100-5230-	59.66	26126			TELECOMMUNICATIONS
0000000	000256		9878027317	4/30/2021		4100-012110-5250-	47.73	26126			TELECOMMUNICATIONS
0000000	000256		9878027317	4/30/2021		4100-012110-5260-	68.50	26126			MAYOR EXPENSES
0000000	000256		9878027317	4/30/2021		4500-500100-5230-	59.65	26126			TELECOMMUNICATIONS
0000000	000256		9878027317	4/30/2021		4500-500100-5230-	59.65	26126			TELECOMMUNICATIONS
		DISC. TOTAL					.00				TOTAL
		CHECK TOTAL					468.85				

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH AMT	TOWN HALL EXPENSES	BATCH INV. DESCRIPTION
0000000	001094	WARR BLANCH	0000002	4/30/2021		4100-043100-7200-	550.00	26127		TOWN HALL EXPENSES	00874 EVENT SETUP BRBAD
		DISC. TOTAL					.00				550.00
		CHECK TOTAL									
0000000	000012	WASTE MANAGEMENT	273223302814	4/30/2021		4520-500100-3180-	741.35	26128		SLUDGE REMOVAL	00874 SLUDGE
		DISC. TOTAL					.00				741.35
		CHECK TOTAL									
		CHECK TOTAL									
		CHECK TOTAL									
		CHECK TOTAL									
		CHECK TOTAL									

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API00B 4/29/2021 TOWN OF BOWLING GREEN
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PAGE

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
26099	9999999	CHASE STREET HOPS LLC	000	4/29/2021	220.04	.00
26100	9999999	JOHNSON NANCY J	000	4/29/2021	214.59	.00
26101	9999999	LANCTO JANE M	000	4/29/2021	456.03	.00
		CLASS TOTAL			890.66	.00
		ACH TOTAL			.00	
		CHECK TOTAL			890.66	
		EPY TOTAL			.00	
		FINAL TOTAL			890.66	.00

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0000000	9999999	CHASE STREET HOBS LLC	RE2000001050001	4/29/2021	N	100-000200-3500-	220.04	26099				REFUNDS PAYABLE	00027 TAX REFUND
		DISC. TOTAL					.00						220.04
		CHECK TOTAL											
0000000	9999999	JOHNSON NANCY J	PE2000003640001	4/29/2021	N	100-000200-3500-	18.84	26100				REFUNDS PAYABLE	00027 TAX REFUND
		DISC. TOTAL					195.75	26100					00027 TAX REFUND
		CHECK TOTAL					.00						214.59
0000000	9999999	LANCTO JANE M	PP1800004440001	4/29/2021	N	100-000200-3500-	4.00	26101				REFUNDS PAYABLE	00027 TAX REFUND
		DISC. TOTAL					10.66	26101					00027 TAX REFUND
		CHECK TOTAL					161.64	26101					00027 TAX REFUND
0000000	9999999		PP1800004440003	4/29/2021	N	100-000200-3500-	30.00	26101				REFUNDS PAYABLE	00027 TAX REFUND
		DISC. TOTAL					30.00	26101					00027 TAX REFUND
		CHECK TOTAL					9.92	26101					00027 TAX REFUND
0000000	9999999		PP1900004080002	4/29/2021	N	100-000200-3500-	146.16	26101				REFUNDS PAYABLE	00027 TAX REFUND
		DISC. TOTAL					30.00	26101					00027 TAX REFUND
		CHECK TOTAL					30.00	26101					00027 TAX REFUND
		CHECK TOTAL					.00						456.03
		CHECK TOTAL					.00						890.66
		CHECK TOTAL					.00						890.66

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DATE _____ TOWN MANAGER _____

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
26105	999999	BEASLEY TIMOTHY	000	4/28/2021	24.26	.00
26106	999999	GRAVATT CATHY	000	4/28/2021	109.89	.00
26107	999999	HARPER DAVID	000	4/28/2021	109.88	.00
26108	999999	HOWARD KARLEY	000	4/28/2021	20.39	.00
26109	999999	JEFFERSON PAMELA	000	4/28/2021	100.00	.00
26110	999999	MANN'S MIKE	000	4/28/2021	167.17	.00
26111	999999	REILLY JOSEPH	000	4/28/2021	20.40	.00
26112	999999	RUSSELL MEGAN	000	4/28/2021	3.11	.00
26113	999999	WILLIAMS DONNA	000	4/28/2021	4.11	.00
26114	999999	WRIGHT JENNIFER C	000	4/28/2021	8.69	.00
		CLASS TOTAL			567.90	.00
		ACH TOTAL			.00	
		CHECK TOTAL			567.90	
		EPY TOTAL			.00	
		FINAL TOTAL			567.90	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 567.90- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____

P.O. NO.	VENDOR	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH AMOUNT	REFUNDS G/L	ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	9999999	BRASLEY TIMOTHY	UT0020023720001	4/28/2021	N	100-000200-3500-	24.26	26105			REFUNDS PAYABLE		00027 UTILITY REFUND
	DISC. TOTAL						.00	EPY PMT TOTAL					24.26
0000000	9999999	GRAVATT CATHY	UT0020024710001	4/28/2021	N	100-000200-3500-	109.89	26106			REFUNDS PAYABLE		00027 UTILITY REFUND
	DISC. TOTAL						.00	EPY PMT TOTAL					109.89
0000000	9999999	HARBER DAVID	UT0020028310001	4/28/2021	N	100-000200-3500-	109.88	26107			REFUNDS PAYABLE		00027 UTILITY REFUND
	DISC. TOTAL						.00	EPY PMT TOTAL					109.88
0000000	9999999	HOWARD KARLEY	UT0020031570001	4/28/2021	N	100-000200-3500-	20.39	26108			REFUNDS PAYABLE		00027 UTILITY REFUND
	DISC. TOTAL						.00	EPY PMT TOTAL					20.39
0000000	9999999	JEFFERSON PAMELA	UT0020024450001	4/28/2021	N	100-000200-3500-	100.00	26109			REFUNDS PAYABLE		00027 UTILITY REFUND
	DISC. TOTAL						.00	EPY PMT TOTAL					100.00
0000000	9999999	MANN'S MIKE	UT0020033060001	4/28/2021	N	100-000200-3500-	167.17	26110			REFUNDS PAYABLE		00027 UTILITY REFUND
	DISC. TOTAL						.00	EPY PMT TOTAL					167.17
0000000	9999999	REILLY JOSEPH	UT0020030360001	4/28/2021	N	100-000200-3500-	20.40	26111			REFUNDS PAYABLE		00027 UTILITY REFUND
	DISC. TOTAL						.00	EPY PMT TOTAL					20.40
0000000	9999999	RUSSELL MEGAN	UT0020032500001	4/28/2021	N	100-000200-3500-	3.11	26112			REFUNDS PAYABLE		00027 UTILITY REFUND
	DISC. TOTAL						.00	EPY PMT TOTAL					3.11
0000000	9999999	WILLIAMS DONNA	UT0020033140001	4/28/2021	N	100-000200-3500-	4.11	26113			REFUNDS PAYABLE		00027 UTILITY REFUND
	DISC. TOTAL						.00	EPY PMT TOTAL					4.11
0000000	9999999	WRIGHT JENNIFER C	UT0020019580001	4/28/2021	N	100-000200-3500-	8.69	26114			REFUNDS PAYABLE		00027 UTILITY REFUND
	DISC. TOTAL						.00	EPY PMT TOTAL					8.69
	CHECK TOTAL						567.90	ACH PMT TOTAL					567.90
	CHECK TOTAL						.00	CPA PMT TOTAL					.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 567.90 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE _____ TOWN MANAGER _____



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
AGENDA ITEM REPORT**

AGENDA ITEM: Minutes – April 1, 2021 Town Council Work Session

ITEM TYPE: Consent Agenda

PURPOSE OF ITEM: Decision - By Motion

PRESENTER: Melissa Lewis, towntreasurer@townofbowlinggreen.com

PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

Minutes transcribed from the April 1, 2021 Town Council Work Session

ATTACHMENTS:

Minutes from the April 1, 2021 Town Council Work Session

REQUESTED ACTION:

Approve Minutes.

**TOWN OF BOWLING GREEN
TOWN COUNCIL WORK SESSION**

M I N U T E S

**Thursday, April 01, 2021
6:00 PM**

CALL TO ORDER AND QUORUM ESTABLISHED:

Mayor Gaines called the work session to order and established a quorum was present.

PRESENT

Mayor Mark Gaines
Vice-Mayor Valarie Coyle
Council Member Jean Davis
Council Member Tammie Gaines
Council Member Deborah Howard
Council Member Jerry Covington
Council Member Jeff Voit
Council Member Arthur Wholey

BUSINESS:

Budget Work Session #2 - FY2021- 2022

The Budget for FY2021-2022 was presented to Council by the Town Manager, Melissa Lewis. The work session included a power point presentation and a very informative explanation on each account presented.

INFORMATIONAL ITEMS:

Upon the consensus of Council, the April 29 Work Session scheduled for 6:00 p.m. was canceled.

ADJOURNMENT

Motion made by Council Member T. Gaines, Seconded by Council Member Wholey to adjourn the FY2021-2022 Budget Work Session.

Voting Yea: Vice-Mayor Coyle, Council Member Davis, Council Member T. Gaines, Council Member Howard, Council Member Covington, Council Member Voit, Council Member Wholey.



TOWN OF BOWLING GREEN TOWN COUNCIL MEETING AGENDA ITEM REPORT

AGENDA ITEM: Minutes – April 1, 2021 Town Council Meeting

ITEM TYPE: Consent Agenda

PURPOSE OF ITEM: Decision - By Motion

PRESENTER: Melissa Lewis, towntreasurer@townofbowlinggreen.com

PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

Minutes transcribed from the April 1, 2021 Town Council Meeting

ATTACHMENTS:

Minutes and approved bills from the April 1, 2021 Town Council Meeting

REQUESTED ACTION:

Approve Minutes.

**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING**

MINUTES

**Thursday, April 01, 2021
7:00 PM**

CALL TO ORDER AND QUORUM ESTABLISHED:

The Mayor called the meeting to order and noted a quorum was present.
The Pledge of Allegiance was recited.

PRESENT

Mayor Mark Gaines
Vice-Mayor Valarie Coyle
Council Member Jean Davis
Council Member Tammie Gaines
Council Member Deborah Howard
Council Member Jerry Covington
Council Member Jeff Voit
Council Member Arthur Wholey

The Mayor held the drawing for the YouTube Subscriber Giveaway. The winner of the drawing was Shannon Babcock. Jo-Elsa Jordan will contact Ms. Babcock to notify of her winnings.

Motion made by Council Member Voit, Seconded by Council Member T. Gaines to amend the Agenda to include an item #17-A Proposal of Trash Collection under New Business. Also to amend the Agenda to move #17. Proposed Updates to Future Land Use Map Decision to item #2 under Public Comments.

Voting Yea: Vice-Mayor Coyle, Council Member Davis, Council Member T. Gaines, Council Member Howard, Council Member Covington, Council Member Voit, Council Member Wholey.

Motion passed.

PUBLIC HEARINGS:

Proposed Updates to Chapters 9 and 10 of the Comprehensive Plan

Jeff Sili, 205 Travis Street - Opposed to PUD Zoning and High Density Development. Mr. Sili stated he would like the town to stay low density keeping with the character of the town.

Peggy Wholey, 134 Lafayette Ave - Opposed to PUD Zoning and High Density Development. She appreciates the Council listening to the residents wanting to keep the town environment as is.

Rachael Phillips, 123 Lafayette Ave - Opposed to PUD Zoning and High Density Development. Major concerns with increased traffic on Lafayette Ave..

The Mayor called for additional comments, hearing none he closed the public hearing.

Motion made by Council Member Howard, Seconded by Council Member Wholey to postpone voting on Chapters 9 and 10 Comprehensive Plan until the May Town Council Meeting.

Discussion was held about Council Member's concerns.

Voting Yea: Council Member Davis, Council Member Howard, Council Member Wholey. Voting Nay: Vice-Mayor Coyle, Council Member T. Gaines, Council Member Covington, Council Member Voit

Motion failed.

Motion made by Council Member Voit, Seconded by Vice-Mayor Coyle to accept Chapters 9 and 10 of the Comprehensive Plan as presented.

Voting Yea: Vice-Mayor Coyle, Council Member Davis, Council Member T. Gaines, Council Member Howard, Council Member Voit

Voting Nay: Council Member Covington, Council Member Wholey

Motion passed.

PUBLIC COMMENTS:

Chris Whittaker, 17194 Mulberry Ln - Asked Council to consider putting public sewage in White Meadows Subdivision.

Jeff Sili, 205 Travis St. - Commented again regarding his opposition on high density in the Town of Bowling Green.

Ashley Allen McGill, 140 Lafayette Ave - Opposed to PUD Zoning and High Density Development. Mrs. McGill would like to see the property at the south end of town behind Lafayette, to be left like it was when the land was first purchased.

Sandra Pelter, 238 N. Main St - Requested Council to consider the changes the Planning Commission has requested for the PUD Zoning and High Density for the property on the south end of town and return it to R1.

The Mayor called for additional comments, hearing none he closed the public comments.

REPORT OF COUNCIL COMMITTEES/MEMBER COMMENTS:

Council Member Wholey stated that he was in favor of adopting the Planning Commission's recommendation on the Future Use Map.

Proposed Updates to Future Land Use Map

Motion made by Council Member Voit, Seconded by Council Member Wholey to adopt the Future Land Use Map with the Planning Commission's recommendation of changing the lower section two properties from low/moderate density to low density and striking the verbage of PUD from the low/moderate density section.

Voting Yea: Council Member Davis, Council Member T. Gaines, Council Member Howard, Council Member Covington, Council Member Voit, Council Member Wholey
Voting Abstaining: Vice-Mayor Coyle

Vice-Mayor Coyle's reason for Abstaining was due to outside conversations taking place and information not provided to the Planning Commission and Town Council preventing her from making an informed decision.

Motion passed.

STAFF REPORTS & PRESENTATIONS:

The following staff reports were presented Council:

Police Chief's Monthly Report to Council - March 2021

Public Works/Utilities Monthly Report - March 2021

Events & Economic Development Coordinator Monthly Report - March 2021

Town Manager Monthly Report - March 2021

CONSENT AGENDA:

The following items were presented to Council:

March 2021 Bills (attached to these minutes)

Minutes - February 4, 2021 Town Council Work Session

Minutes - February 4, 2021 Town Council Meeting

Minutes - March 4, 2021 Town Council Meeting

Minutes - March 10, 2021 Town Council Work Session

Minutes - March 18, 2021 Town Council Work Session

Minutes - March 25, 2021 Town Council Work Session

Post-Issuance Compliance Policy on Tax Exempt Obligations

Motion made by Council Member T. Gaines, Seconded by Council Member Howard to approve the Consent Agenda as presented.

Voting Yea: Vice-Mayor Coyle, Council Member Davis, Council Member T. Gaines, Council Member Howard, Council Member Covington, Council Member Voit, Council Member Wholey.

Motion passed.

UNFINISHED BUSINESS:

Updated Job Description

Motion made by Council Member Wholey, Seconded by Council Member Covington to postpone the updated job description for the Events and Economic Development Coordinator due to the outcome of the last work session held on March 25, 2021.

Mayor Gaines opened floor for discussion.

Council Member Wholey expressed his concerns regarding the prior cancellation of the last two work sessions and the work session on March 25, 2021 regarding the proposed job description changes. Council Member Wholey stated that all questions had not been addressed.

Voting Yea: Council Member Covington, Council Member Wholey

Voting Nay: Vice-Mayor Coyle, Council Member Davis, Council Member T. Gaines, Council Member Howard, Council Member Voit

Motion failed.

Motion made by Council Member Howard, Seconded by Council Member Davis to adopt the proposed job description as presented.

Mayor Gaines opened floor for discussion.

Council Member Voit requested Council Member Covington to clarify the questions he had regarding the job description change for the Events and Economic Development Coordinator.

Council Member Covington's questions were addressed by the Mayor and the Town Manager.

Voting Yea: Vice-Mayor Coyle, Council Member Davis, Council Member T. Gaines, Council Member Howard, Council Member Voit

Voting Nay: Council Member Covington, Council Member Wholey.

Motion passed.

Appoint a Town Clerk / Treasurer

Motion made by Council Member Voit, Seconded by Council Member Howard to appoint Tracy Wright as Town Clerk/Treasurer of the Town of Bowling Green.

Voting Yea: Vice-Mayor Coyle, Council Member Davis, Council Member T. Gaines, Council Member Howard, Council Member Covington, Council Member Voit, Council Member Wholey.

Motion passed.

NEW BUSINESS:

Approval of Solid Waste Contract

Motion made by Council Member Davis, Seconded by Council Member Wholey to accept recommendation and authorize Town Manager to sign Service Agreements for Residential and Commercial Trash Service.

Voting Yea: Vice-Mayor Coyle, Council Member Davis, Council Member T. Gaines, Council Member Howard, Council Member Covington, Council Member Voit, Council Member Wholey.

Motion passed.

Resolution to amend Council Meeting Order of Proceedings

Motion made by Council Member Voit, Seconded by Council Member Wholey to adopt Resolution R-2021-003 Council Meeting Order of Proceedings.

Voting Yea: Vice-Mayor Coyle, Council Member Davis, Council Member T. Gaines, Council Member Howard, Council Member Covington, Council Member Voit, Council Member Wholey.

Motion passed.

Request for Payment of Invoice related to 100 N. Main St. Sewer Lateral

Motion made by Council Member Wholey, Seconded by Council Member Voit to approve payment of invoice from Harrie Plumbing for the Sewer Lateral on 100 N. Main Street.

Voting Yea: Vice-Mayor Coyle, Council Member Davis, Council Member T. Gaines, Council Member Howard, Council Member Covington, Council Member Voit, Council Member Wholey.

Motion passed.

ADJOURNMENT

Motion made by Council Member T. Gaines, Seconded by Council Member Howard to adjourn.

Voting Yea: Vice-Mayor Coyle, Council Member Davis, Council Member T. Gaines, Council Member Howard, Council Member Covington, Council Member Voit, Council Member Wholey

Motion passed.

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
25998	18	A & M HOME CENTER	000	3/05/2021	108.31	.00
25999	944	ATLANTIC BROADBAND /	000	3/05/2021	204.40	.00
26000	114	BOWLING GREEN ELECTRONICS	000	3/05/2021	297.55	.00
26001	14	CINTAS OF RICHMOND	000	3/05/2021	1,033.21	.00
26002	1058	DIAMOND SPRINGS	000	3/05/2021	33.20	.00
26003	28	G & G MILFORD FARM SERV.	000	3/05/2021	198.33	.00
26004	1089	SNAP-ON TOOLS	000	3/05/2021	2,175.05	.00
26005	918	STAPLES ADVANTAGE	000	3/05/2021	298.81	.00
26006	291	USA BLUE BOOK	000	3/05/2021	597.58	.00
26007	1002	VACORP	000	3/05/2021	144.19	.00
26008	19	VERIZON	000	3/05/2021	274.18	.00
26009	256	VERIZON WIRELESS	000	3/05/2021	468.61	.00
26010	44	VUPS	000	3/05/2021	52.50	.00
26011	12	WASTE MANAGEMENT	000	3/05/2021	7,850.04	.00
CLASS TOTAL					13,735.96	.00
ACH TOTAL					.00	
CHECK TOTAL					13,735.96	
EPY TOTAL					.00	
FINAL TOTAL					13,735.96	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 13,735.96- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

 DATE

 TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
26015	10	DOMINION VIRGINIA POWER	000	3/12/2021	7,133.20	.00
26016	1052	ENCO UTILITY SERVICES FLO	000	3/12/2021	552.00	.00
26017	237	GRAINGER	000	3/12/2021	263.53	.00
26018	1113	ILLUSIONS WRAPS	000	3/12/2021	733.72	.00
26019	48	MID-ATLANTIC LAB	000	3/12/2021	60.00	.00
26020	257	ON SITE PC	000	3/12/2021	130.00	.00
26021	1112	QUALITY GROUNDS, LLC	000	3/12/2021	370.00	.00
26022	1089	SNAP-ON TOOLS	000	3/12/2021	1,979.50	.00
26023	491	SOUTHERN CORROSION, INC	000	3/12/2021	19,097.20	.00
26024	148	THE FREE LANCE STAR	000	3/12/2021	570.90	.00
26025	737	TREASURER OF VIRGINIA	000	3/12/2021	60.00	.00
26026	12	WASTE MANAGEMENT	000	3/12/2021	979.69	.00
26027	1049	WEX BANK	000	3/12/2021	606.48	.00
26028	451	XEROX CORPORATION	000	3/12/2021	466.94	.00
		CLASS TOTAL			33,003.16	.00
		ACH TOTAL			.00	
		CHECK TOTAL			33,003.16	
		EPY TOTAL			.00	
		FINAL TOTAL			33,003.16	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 33,003.16- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

 DATE

 TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
26032	117	BAI MUNICIPAL SOFTWARE	000	3/26/2021	6,430.00	.00
26033	114	BOWLING GREEN ELECTRONICS	000	3/26/2021	275.00	.00
26034	897	CINTAS CORPORATION	000	3/26/2021	67.65	.00
26035	1020	CONSOLIDATED PIPE & SUP	000	3/26/2021	271.10	.00
26036	341	DOMINION CHEMICAL CO	000	3/26/2021	352.50	.00
26037	1076	EXPERT AUTO	000	3/26/2021	1,378.10	.00
26038	546	JOHNSON'S EXTERMINATING	000	3/26/2021	625.00	.00
26039	1021	MUNICIPAL CODE CORP	000	3/26/2021	1,715.00	.00
26040	1092	PBM	000	3/26/2021	500.00	.00
26041	919	PRO SHRED SECURITY	000	3/26/2021	45.00	.00
26042	1112	QUALITY GROUNDS, LLC	000	3/26/2021	60.00	.00
26043	11	RAPPAHANNOCK ELEC COOP	000	3/26/2021	594.35	.00
26044	1089	SNAP-ON TOOLS	000	3/26/2021	287.00	.00
26045	1055	TEMPUS NOVA, LLC	000	3/26/2021	2,673.00	.00
26046	878	WHITE OAK ELECTRIC	000	3/26/2021	8,725.40	.00
		CLASS TOTAL			23,999.10	.00
		ACH TOTAL			.00	
		CHECK TOTAL			23,999.10	
		EPY TOTAL			.00	
		FINAL TOTAL			23,999.10	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
 THE TOTAL 23,999.10- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

 DATE

 TOWN MANAGER



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
AGENDA ITEM REPORT**

AGENDA ITEM: Minutes – April 21, 2021 Special Town Council Meeting

ITEM TYPE: Consent Agenda

PURPOSE OF ITEM: Decision - By Motion

PRESENTER: Tracy Wright, twright@townofbowlinggreen.com

PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

Minutes transcribed from the April 21, 2021 Special Town Council Meeting

ATTACHMENTS:

Minutes from the April 21, 2021 Special Town Council Meeting

REQUESTED ACTION:

Approve Minutes.

**TOWN OF BOWLING GREEN
SPECIAL TOWN COUNCIL MEETING**

MINUTES

**Wednesday, April 21, 2021
6:30 PM**

CALL TO ORDER AND QUORUM ESTABLISHED:

The Mayor called the meeting to order and noted a quorum was present.

PRESENT

Mayor Mark Gaines
Vice-Mayor Valarie Coyle
Council Member Jean Davis
Council Member Tammie Gaines
Council Member Deborah Howard
Council Member Jerry Covington
Council Member Jeff Voit
Council Member Arthur Wholey

BUSINESS:

The purpose of the meeting is to accept the resignation of the Town Manager, discuss the appointment of an interim Town Manager, and the process for the hiring of a new Town Manager. Town Council may go into Closed Session.

Motion made by Council Member Voit, Seconded by Council Member T. Gaines to accept the resignation of the Town Manager, Melissa Lewis.

Voting Yea: Vice-Mayor Coyle, Council Member Davis, Council Member T. Gaines, Council Member Howard, Council Member Covington, Council Member Voit, Council Member Wholey

ADJOURNMENT

Motion made by Council Member Voit, Seconded by Council Member T. Gaines to adjourn.

Voting Yea: Vice-Mayor Coyle, Council Member Davis, Council Member Gaines, Council Member Howard, Council Member Covington, Council Member Voit, Council Member Wholey



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
AGENDA ITEM REPORT**

AGENDA ITEM: Schedule Public Hearings - FY 2022 Proposed Budget, Tax Rates and Utility Rates

ITEM TYPE: Consent Agenda

PURPOSE OF ITEM: Decision - By Motion

PRESENTER: Melissa Lewis, townmanager@townofbowlinggreen.com

PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

The budget was prepared with the following assumptions:

- Equalized tax rates will be adopted.
- Utility Rates will remain steady.

Highlights include:

- Increased number of Water and Sewer connections and availability fees.
- Water and Sewer Funds will pay back General Fund for FY21 transfers.
- Upgrades/Maintenance to playground
- Increase in Music on the Green budget

ATTACHMENTS:

Public Hearing Notice - Tax and Utility Rates
Public Hearing Notice – Complete Budget
Proposed FY 2022 Line-Item Budget

REQUESTED ACTION:

Authorize Town Manager to publish attached Public Hearing Notices.

Town of Bowling Green, Virginia
Notice of Public Hearings

A public hearing will be held by Town Council on Thursday, June 3, 2021, beginning at 7:00 PM in the Bowling Green Town Hall, 117 Butler Street, Bowling Green, Virginia, to receive comments on Ordinance Numbers O-2021-002 that sets tax and utility rates for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

All interested persons are encouraged to attend the meeting and provide comments. If special accommodations are needed to participate, please contact the Town Manager in advance of the meeting. A Complete copy of Ordinances Number O-2021-002 is available for public inspection weekdays from 9:00 AM until 5:00 PM at the Bowling Green Town Hall, 117 Butler Street, Bowling Green, Virginia, 22427. Questions about this ordinance may be directed to the Town Manager. 804-633-6212.

NOTICE OF PUBLIC HEARING ON THURSDAY, JUNE 3, 2021
TOWN OF BOWLING GREEN, VIRGINIA
PROPOSED BUDGET FOR FISCAL YEAR JULY 1, 2021 – JUNE 30, 2022
PROPOSED UTILITY AND TAX RATES

The following Town Manager’s recommended budget synopsis is prepared and published for information and fiscal planning purposes only. The inclusion in the Budget of any item does not constitute a commitment or obligation on the part of the Town of Bowling Green’s Council to appropriate any funds for that item or purpose. The Budget has been presented on the basis of the estimates and requests submitted to the Town Manager’s Office by the several Officers and Department Heads of the Town. There is no obligation or allocation of any funds of Town of Bowling Green for any purpose until there has been an appropriation for that purpose by the Town of Bowling Green Council.

The Bowling Green Town Council will, on Thursday, June 3, 2021 at 7:00 p.m. at the Bowling Green Town Hall, hold a public hearing for informational and fiscal planning purposes to consider the following proposed budget for the fiscal year ending June 30, 2022. The Public Hearing is held allowing the public to question and comment on the proposed Budget and changes in the tax and public utility rates subject to reasonable time limits and procedures established by the Bowling Green Town Council. Written comments are also accepted by mail prior to the meeting and may be presented to the Council at the meeting.

Pursuant to Sections 15.2-2506 and 58.1-3007, Code of Virginia (1950), as amended, the Bowling Green Town Council will hold a Public Hearing on the proposed Budget for Fiscal Year 2021-2022 and the proposed changes in tax and public utility rates at 7:00 p.m. Thursday, June 3, 2021, in the Bowling Green Town Hall, 117 Butler Street, Bowling Green, Virginia, 22427.

A complete copy of budget is available for public inspection weekdays from 9:00 AM until 5:00 PM at the Bowling Green Town Hall, 117 Butler Street, Bowling Green, Virginia, 22427. Questions about the budget may be directed the Town Manager. 804-633-6212; and on the Town of Bowling Green website at <http://www.townofbowlinggreen.com/>

Authorized by Melissa Lewis, Town Manager

Proposed Tax and Public Utility Rates
(No proposed increase)

Proposed Bi-Monthly Water & Sewer Rates								
RESIDENTIAL			COMMERCIAL			COMMERCIAL		
In-Town			In-Town			Out-of-Town		
Gallons	Water	Sewer	Gallons	Water	Sewer	Gallons	Water	Sewer
0-5,000	\$40.12	\$86.53	0-5,000	\$40.12	\$93.48	0-5,000	\$80.23	\$112.38
5,001-10,000	\$2.04	\$4.39	5,001-10,000	\$2.24	\$5.21	5,001-10,000	\$4.48	\$6.26
10,001-20,000	\$2.15	\$4.62	10,001-20,000	\$2.31	\$5.40	10,001-20,000	\$4.63	\$6.49
20,010-30,000	\$2.24	\$4.82	20,001-30,000	\$2.40	\$5.58	20,001-30,000	\$4.79	\$6.71
30,001 & Up	\$2.31	\$5.00	30,001-40,000	\$2.51	\$5.83	30,001-40,000	\$4.99	\$7.01
Out-of-Town			40,001-50,000	\$2.57	\$6.02	40,001-50,000	\$5.19	\$7.23
Gallons	Water	Sewer	50,001-100,000	\$2.67	\$6.24	50,001-100,000	\$5.32	\$7.50
0-5,000	\$80.23	\$97.80	100,001 & Up	\$2.75	\$6.39	100,001 & Up	\$5.49	\$7.68
5,001-10,000	\$4.08	\$4.96						
10,001-20,000	\$4.28	\$5.22						
20,010-30,000	\$4.48	\$5.45						
30,001 & Up	\$4.63	\$5.65						

Solid Waste Collection Bi-Monthly Rate Schedule

Residential Rates: current: \$32.56	proposed: \$31.00	4% decrease
Commercial Rates: current: \$25.72 per cubic yard	proposed: \$36.96 per cubic yard	44% increase

Tax Rates

Real Estate	\$0.11/\$100	<i>\$0.02 decrease (equalized)</i>
Personal Property	\$0.72/\$100	<i>no increase</i>
Mobile Homes	\$0.10/\$100	<i>no increase</i>
Machinery/Tools	\$0.72/\$100	<i>no increase</i>
Route 301 Tax District	\$0.85/\$100	<i>\$0.07 decrease (equalized)</i>
Vehicle License Tax	\$25 for motorcycles/\$30 for cars and light trucks	

REVENUE ESTIMATES	CURRENT FISCAL YEAR 2021	FISCAL YEAR 2022 PLAN	FISCAL YEAR 2022 PLAN INC. / DEC.
FUND #100 General Funds			
Real Estate	\$141,500	\$140,500	(\$1,000)
RT 301 Special Tax	\$34,269	\$34,269	\$0
Public Service	\$4,500	\$3,500	(\$1,000)
Personal Property	\$52,500	\$45,500	(\$7,000)
Penalty & Interest	\$6,000	\$5,000	(\$1,000)
Revenue From Use Of Money	\$5,000	\$5,000	\$0
Refuse Collection	\$89,301	\$85,729	(\$3,572)
Sales Tax	\$32,000	\$40,000	\$8,000
Consumer Utility Tax	\$30,000	\$30,000	\$0
Business License	\$68,000	\$68,000	\$0
Vehicle License & Registration Fees	\$27,000	\$20,000	(\$7,000)
Bank Stock Tax	\$250,000	\$250,000	\$0
Transient Occupancy Tax	\$4,500	\$2,000	(\$2,500)
Meals Tax	\$200,000	\$235,000	\$35,000
Permits, Fees And Licenses	\$3,000	\$3,200	\$200
Fines and Forfeitures	\$43,100	\$20,800	(\$22,300)
Rentals	\$26,000	\$11,300	(\$14,700)
Other Miscellaneous Revenue	\$2,100	\$0	(\$2,100)
PPTRA State Reimbursement	\$21,900	\$21,900	\$0
VA Police Funding	\$24,500	\$24,500	\$0
Communications Tax	\$38,000	\$31,500	(\$6,500)
CARES Act Funds	\$102,880	\$0	(\$102,880)
Grants	\$1,034	\$800	(\$234)
VA Fire Program	\$10,000	\$15,000	\$5,000
Use of Fund Balance	\$216,775	\$0	(\$216,775)
Contingencies	\$0	\$0	\$0
Repayment of Previous Year Transfer - Water	\$0	\$253,986	\$253,986
Repayment of Previous Year Transfer - Sewer	\$0	\$161,270	\$161,270
Total General Funds	\$1,433,859	\$1,508,254	\$74,395
Other Funds (Net of Transfers)			
FUND #300 CIP	\$0	\$0	\$0
FUND #320 Economic Development Authority (Fund Balance)	\$106,510	\$10,000	(\$96,510)
FUND #400 Events and Activities	\$13,000	\$13,450	\$450
FUND #420 Debt Service	\$0	\$0	\$0
FUND #500 Water	\$2,991,130	\$2,381,504	(\$609,626)
FUND #520 Sewer	\$422,250	\$749,255	\$327,005
Total Other Funds	\$3,532,890	\$3,154,209	(\$378,681)
TOTAL REVENUE ESTIMATES	\$4,966,749	\$4,662,463	-\$303,786
EXPENDITURE ESTIMATES	CURRENT FISCAL YEAR 2021	FISCAL YEAR 2022 PLAN	FISCAL YEAR 2021 PLAN INC. / DEC.
FUND #100 General Funds			
Council And Manager's Office	\$383,078	\$285,984	(\$97,094)
Clerk/Treasurer	\$257,176	\$213,093	(\$44,083)
Police Department	\$143,681	\$188,107	\$44,426
Donations	\$13,000	\$17,000	\$4,000
Public Works	\$299,470	\$348,867	\$49,397
Total Direct General Fund Expenditures	\$1,096,405	\$1,053,051	(\$43,354)
GENERAL FUND TRANSFERS			
FUND #300 Capital Project Fund	\$0	\$0	\$0
FUND #320 Economic Development Authority	\$10,000	\$0	(\$10,000)
FUND #400 Events and Activities	\$6,000	\$0	(\$6,000)
FUND #420 Debt Service	\$0	\$0	\$0
FUND #500 Water (Transfer Tax District Revenue)	\$253,986	\$17,135	(\$236,851)
FUND #520 Sewer (Transfer Tax District Revenue)	\$161,270	\$17,135	(\$144,135)
Total General Fund Transfers	\$431,256	\$34,270	(\$396,986)
OTHER FUND EXPENDITURES			
FUND #300 Capital Project Fund	\$0	\$0	\$0
FUND #320 Economic Development Authority	\$106,510	\$10,000	(\$96,510)
FUND #400 Events and Activities	\$19,950	\$13,450	(\$6,500)
FUND #420 Debt Service	\$0	\$0	\$0
FUND #500 Water Operations	\$3,155,048	\$2,381,504	(\$773,544)
FUND #520 Sewer Operations	\$579,733	\$749,255	\$169,522
Total Other Funds	\$3,861,241	\$3,154,209	(\$707,032)
SUMMARY			
TOTAL EXPENDITURE ESTIMATES (Net of General Fund Tran	\$4,207,260		
TOTAL TOWN BUDGET REVENUES (Net of General Fund Tra	\$4,662,463		
UNASSIGNED FUND BALANCE SUMMARY			
*Beginning General Fund Unassigned Fund Balance - July 1, 2021	\$283,791		
Use of General Fund Balance	\$0		
Net Revenue	\$234,325		
Ending General Fund Unassigned Fund Balance - June 30, 2022	\$518,116		

		FY 19 Actual	FY 20 Actual	FY 21 Appropriated	4/1/2021 Proposed	Increase/ decrease
FUND #100 GENERAL FUND						
11010 REAL ESTATE						
011010-00	Current Year Taxes	\$142,905	\$138,886	\$140,000	\$140,000	
011010-00	Delinquent Taxes	\$645	\$239	\$1,500	\$500	-66.7%
--Total Department--		\$143,550	\$139,125	\$141,500		
11011 RT 301 SPECIAL TAX						
011011-00	Current Year Taxes	\$6,040	\$0	\$34,269	\$34,269	
011011-00	Delinquent Taxes	\$0	\$0	\$0	\$0	
--Total Department--		\$6,040	\$0	\$34,269		
11020 PUBLIC SERVICE						
011020-00	Current Year	\$3,381	\$3,295	\$4,000	\$3,500	-12.5%
--Total Department--		\$3,381	\$3,295	\$4,000		
11030 PERSONAL PROPERTY						
011030-00	Current Year Taxes	\$52,679	\$45,659	\$52,000	\$45,000	-13.5%
011030-00	Delinquent Taxes	\$4,698	\$476	\$500	\$500	
--Total Department--		\$57,377	\$46,135	\$52,500		
11060 PENALTY & INTEREST						
011060-00	Penalty	\$6,568	\$2,634	\$2,500	\$2,000	
011060-00	Interest	\$7,979	\$3,532	\$3,500	\$3,000	
--Total Department--		\$14,547	\$6,166	\$6,000		
15100 REVENUE FROM USE OF MONEY						
015100-00	Interest Earned	\$0	\$6,535	\$5,000	\$5,000	
--Total Department--		\$0	\$6,535	\$5,000		

16099 REFUSE COLLECTION

016099-00	Trash Revenue	\$83,221	\$88,141	\$89,301	\$85,729	-4.0%
--Total Department--		\$83,221	\$88,141	\$89,301		

120101 SALES TAX

120101-00	Sales Tax	\$21,937	\$39,573	\$32,000	\$40,000	25.0%
--Total Department--		\$21,937	\$39,573	\$32,000		

120201 COMSUMER UTILITY TAX

120201-00	Consumer Utility Tax	\$33,624	\$29,463	\$30,000	\$30,000	
--Total Department--		\$33,624	\$29,463	\$30,000		

120301 BUSINESS LICENSE

120301-00	Business License	\$79,066	\$79,632	\$68,000	\$68,000	
--Total Department--		\$79,066	\$79,632	\$68,000		

120501 VEHICLE LICENSE & REGISTRATION FEES

120501-00	Vehicle License Fees	\$176	\$162	\$0		
120501-00	Vehicle Registration	\$26,891	\$20,635	\$27,000	\$20,000	-25.9%
--Total Department--		\$27,067	\$20,797	\$27,000		

120601 BANK STOCK TAX

120601-00	Bank Stock Tax	\$174,167	\$300,487	\$250,000	\$250,000	
--Total Department--		\$174,167	\$300,487	\$250,000		

121001 TRANSIENT OCCUPANCY TAX

121001-00	Transient Occupancy Tax	\$3,611	\$3,827	\$4,500	\$2,000	-55.6%
--Total Department--		\$3,611	\$3,827	\$4,500		

121101 MEALS TAX

FY21-22 REVENUES

121101-00	Meals Tax	\$229,395	\$228,099	\$200,000	\$235,000	17.5%
--Total Department--		\$229,395	\$228,099	\$200,000		

130306 PERMITS, FEES AND LICENSES

130306-00	Zoning Permits/Fees	\$2,875	\$3,100	\$2,600	\$3,000	15.4%
130306-00	Home Occupation Permit	\$430	\$310	\$400	\$200	-50.0%
--Total Department--		\$3,305	\$3,410	\$3,000		

140101 FINES AND FORFEITURE

140101-00	Police/Court Fines	\$41,454	\$33,672	\$40,000	\$19,500	-51.3%
140101-00	Returned Check Fee	\$75	\$225	\$100	\$0	-100.0%
140101-00	E Summons Fees	\$2,670	\$2,156	\$3,000	\$1,300	-56.7%
140120-00	Police Dept Donation			\$500		
--Total Department--		\$44,199	\$36,053	\$43,600		

150201 RENTALS

150201-00	Cable Property Rental	\$5,840	\$6,073	\$5,850	\$6,300	7.7%
150201-00	Town Hall Rentals	\$20,000	\$9,800	\$20,000	\$5,000	-75.0%
150201-00	Town Hall Deposit Forfeitures	\$350	\$775	\$150	\$0	
150201-00	Town Hall Activity Fees	\$970	\$0	\$0	\$0	
--Total Department--		\$27,160	\$16,648	\$26,000		

189000 OTHER MISCELLANEOUS REVENUE

189000-00	Sale Of Surplus Equipment	\$3,191	\$50	\$1,000	\$0	
189000-09	Miscellaneous	\$0	\$2,954	\$1,100	\$0	
--Total Department--		\$3,191	\$3,004	\$2,100		

220109 VA POLICE FUNDING

220109-00	VA 599 Police Funding	\$24,520	\$25,476	\$24,500	\$24,500	
--Total Department--		\$24,520	\$25,476	\$24,500		

220110 PPTRA STATE REIMBURSEMENT

220110-00	PPTRA Reimbursement	\$21,908	\$21,908	\$21,900	\$21,900	
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--Total Department-- **\$21,908** **\$21,908** **\$21,900**

220111 COMMUNICATIONS TAX

220111-00	Communications Tax	\$35,057	\$33,777	\$38,000	\$31,500	-17.1%
220111-00	Cares Act Funds			\$209,390	\$0	-100.0%
--Total Department--		\$35,057	\$33,777	\$247,390		

240407 GRANTS

240407-00	Litter Grant	\$1,034	\$814	\$1,034	\$800	-22.6%
240407-01	USDA GF Grants	\$0	\$15,000	\$0	\$0	
--Total Department--		\$1,034	\$15,814	\$1,034		

240412 VA FIRE PROGRAM

240412-00	Virginia Fire Program	\$10,000	\$10,000	\$15,000	\$15,000	
--Total Department--		\$10,000	\$10,000	\$15,000		

410501 GENERAL FUND RESERVES

410501-00	Use Of Fund Balance	\$0	\$95,584	\$216,775	\$0	
410501-00	Insurance Recoveries	\$10,115	\$0	\$0	\$0	
410501-05	Transfer From Water Fund	\$0	\$0	\$0	\$253,986	
410501-05	Transfer From Sewer Fund	\$0	\$0	\$0	\$161,270	
--Total Department--		\$10,115	\$95,584	\$216,775		

500200 RESERVE FOR CONTINGENCIES

999999-00	Miscellaneous	\$3,165	\$0	\$0	\$0	
--Total Department--		\$3,165	\$0	\$0		

FUND #100 TOTAL **\$1,060,637** **\$1,252,949** **\$1,545,369** **\$1,508,754** -2.4%

FUND #300 CIP

15000 REVENUE FR

015000-00	USDA Loan Proceeds	\$2,005,908	\$1,853,432	\$0	\$0
015000-00	USDA Grant	\$50,000	\$0	\$0	\$0
015000-00	Use of Fund Balance	\$0	\$0	\$0	\$0
--Total Department--		\$2,055,908	\$1,853,432	\$0	

15010 REVENUE FR

015010-05	Trsf To Cip Fund From W/S	\$0	\$0	\$0
--Total Department--		\$0	\$0	\$0

410501 REVENUE FR

410501-01	Trsf Fr Gen Fund To Cip	\$60,000	\$0	\$0
--Total Department--		\$60,000	\$0	\$0

FUND #300 TOTAL \$2,115,908 \$0 \$0

FUND #320 ECONOMIC DEVELOPMENT AUTHORITY

018990-00	Use of Fund Balance	\$21,405	\$21,045	\$0	\$10,000
	Trsf Fr Gen Fund To Eco Devlp	\$0	\$0	\$106,510	\$0
--Total Department--		\$21,405	\$21,045	\$106,510	

FUND #320 TOTAL \$21,405 \$21,045 \$106,510 \$10,000

FUND #400 EVENTS AND ACTIVITIES*

19050 EVENT AND ACTIVITIES

019050-00	Harvest Festival	\$28,834	\$26,056	\$0	\$0
019050-00	Wine Festival	\$9,099	\$0	\$7,500	\$0
019050-00	Town Hall Activities	\$5,370	\$4,650	\$5,500	\$0
019050-00	USO Dance	\$1,694	\$808	\$0	\$0
019050-05	Misc. Event/MOG	\$500	\$500	\$0	\$500
--Total Department--		\$45,497	\$32,014	\$13,000	

410501-01 GF TRNFER IN/USE OF FUND BALANCE

	Use of Fund Balance	\$0	\$0	\$1,000	\$12,950	1195.0%
	General Fund Transfer In	\$52,450	\$5,500	\$5,500	\$0	
--Total Department--		\$52,450	\$5,500	\$6,500		

FUND #400 TOTAL **\$97,947** **\$37,514** **\$19,500** **\$13,450** **-31.0%**

FUND #420 DEBT SERVICE

410501-01	Transfer From General Fund	\$145,030	\$182,000	\$0	\$0
410501-08	RT 301 Special Tax	\$3,450	\$27,315	\$0	\$0
	Use of Fund Balance	\$0	\$6,575	\$0	\$0
--Total Department--		\$148,480	\$215,890	\$0	

FUND #420 TOTAL **\$148,480** **\$215,890** **\$0** **\$0**

FUND #500 WATER

16099 WATER REVENUES

016099-00	Water Sales	\$292,828	\$329,435	\$362,379	\$370,000	2.1%
016099-00	Account Setup Fees	\$1,765	\$1,650	\$2,000	\$2,000	
016099-00	Water Reconnect Fees	\$2,500	\$1,300	\$2,000	\$0	
016099-00	Connections Fees-Water	\$3,850	\$3,800	\$2,250	\$27,000	1100.0%
016099-00	Penalty Fees	\$24,360	(\$3,207)	\$5,000	\$0	
016099-00	Water Availability Fee	\$30,000	\$30,000	\$24,000	\$200,000	733.3%
016099-00	Well Head Protection Grant	\$0	\$0	\$50,000	\$10,000	-80.0%
016099-00	Utility Inspection Fee	\$245	\$350	\$140	\$1,200	757.1%
016099-00	Irrigation System App	\$25	\$125	\$0	\$100	
016099-00	USDA Grant Proceeds	\$30,000	\$30,000	\$2,500,000		
016099-00	Interim Financing Proceeds				\$1,700,000	
--Total Department--		\$385,573	\$393,453	\$2,947,769	\$2,310,300	-21.6%

410501 GF TRANSFER IN/USE OF FUND BALANCE

410501-01	Transfers In	\$110,000	\$32	\$203,986	\$17,135	-91.6%
410501-05	Use of Fund Balance	\$0	\$15,000	\$50,000	\$54,069	8.1%
--Total Department--		\$110,000	\$15,032	\$253,986	\$71,204	-72.0%

FUND #500 TOTAL **\$495,573** **\$408,486** **\$3,201,755** **\$2,381,504** **-25.6%**

FUND #520 SEWER

016099-00	Sewer Sales	\$414,382	\$452,469	\$408,000	\$415,000	1.7%
016099-00	Connection Fees- Sewer	\$1,500	\$3,750	\$2,250	\$27,000	1100.0%
016099-00	Sewer Availability Fee	\$12,000	\$30,000	\$12,000	\$200,000	1566.7%
--Total Department--		\$427,882	\$486,219	\$422,250	\$642,000	52.0%

410501 TRANSFER FROM GENERAL FUND

410501-01	Transfers In	\$120,000	\$123	\$161,270	\$17,135	-89.4%
410501-05	Use of Fund Balance				\$90,120	
--Total Department--		\$120,000	\$123	\$161,270	\$107,255	-33.5%

FUND #520 TOTAL **\$547,882** **\$486,342** **\$583,520** **\$749,255** **28.4%**

	FY 19 Actual	FY 20 Actual	FY 21 Appropriated	4/1/2021 Proposed	%	
12110	COUNCIL AND MANAGER'S OFFICE					
012110-1101	Salaries	\$64,000	\$102,030	\$102,878	\$115,235	12.0%
012110-2100	FICA	\$5,011	\$7,899	\$7,870	\$8,862	12.6%
012110-2210	VRS	\$8,683	\$14,741	\$14,897	\$16,773	12.6%
012110-2300	Health Plan/457 Plan	\$4,738	\$11,591	\$11,607	\$13,689	17.9%
012110-2400	Group Life	\$786	\$1,309	\$1,348	\$1,517	12.6%
012110-2500	Disability Insurance - VML	\$0	\$259	\$298	\$683	129.2%
012110-2600	Mayor Expenses	\$1,168	\$0	\$2,000	\$2,000	
012110-3000	Town Manager Expenses	\$981	\$153	\$2,000	\$2,000	
012110-3100	Contingency	\$5,090	\$5,399	\$20,000	\$20,000	
012110-3140	Contracted Services/Shredding	\$510	\$672	\$500	\$675	35.0%
012110-3150	Professional Services - Legal	\$20,004	\$20,004	\$20,000	\$36,000	80.0%
012110-3152	Web Based Services	\$25,044	\$12,129	\$25,000	\$15,000	-40.0%
012110-3160	Compensation - Council/Commission	\$12,351	\$16,100	\$16,950	\$17,850	5.3%
012110-3600	Advertising	\$6,098	\$4,952	\$4,000	\$7,000	75.0%
012110-5250	Telecommunications	\$1,110	\$1,112	\$1,200	\$1,200	
012110-5300	Town Insurance-General Fund	\$11,419	\$14,464	\$15,000	\$15,000	
012110-5545	Conference Expenses/Training	\$743	\$2,383	\$3,000	\$3,000	
012110-5810	Membership Dues	\$2,292	\$260	\$800	\$500	-37.5%
012110-5830	Covid-19 Expenses		\$473	\$102,880	\$0	-100.0%
012110-5840	Miscellaneous	\$746	\$1,443	\$250	\$500	100.0%
012110-6001	Office/Meeting Supplies & Pr	\$2,862	\$3,123	\$2,500	\$2,500	
012110-6021	Public Relations	\$1,346	\$616	\$1,000	\$1,000	
012110-	FY 21 Employee Compensation Plan	\$0	\$0	\$22,100	\$0	-100.0%
12110-7100	BGMS Project - Grant Pass Through		\$14,701	\$5,000	\$5,000	
ADMIN DEPT	--Total Department--	\$174,982	\$235,812	\$383,078	\$285,984	-25.3%

12410	CLERK/TREASURER					
012410-1101	Salaries/Wages	\$72,225	\$121,987	\$140,522	\$106,928	-23.9%
012410-1200	Part Time	\$39,905	\$12,933	\$0	\$0	
012410-2100	FICA	\$5,537	\$9,225	\$10,750	\$6,672	-37.9%
012410-2210	VRS	\$10,461	\$17,848	\$20,348	\$12,629	-37.9%
012410-2300	Health Plan/457 Plan	\$11,844	\$16,996	\$19,306	\$16,104	-16.6%
012410-2400	Group Life	\$947	\$1,612	\$1,841	\$1,143	-37.9%
012410-2500	Hybrid Disability Insurance	\$220	\$415	\$559	\$218	-61.0%
012410-3120	Audit	\$2,041	\$32,500	\$15,000	\$15,000	
012410-3130	Credit Card Fees	\$489	\$4,289	\$0	\$4,300	
012410-3150	Professional Services - CPA	\$19,000	\$21,666	\$12,000	\$12,000	
012410-3310	Office Equipment	\$11,330	\$13,509	\$6,000	\$6,000	
012410-3320	Computer Licenses/Support	\$16,049	\$18,097	\$18,600	\$18,600	
012410-3600	Late Fees & Penalties	\$877	\$8	\$250	\$250	
012410-5210	Postage	\$2,909	\$2,433	\$5,000	\$5,000	
012410-5230	Telecommunications	\$5,141	\$2,661	\$3,000	\$3,000	
012410-5540	Education/Training	\$804	\$3,066	\$2,000	\$2,000	
012410-5810	Membership Dues	\$750	\$0	\$500	\$500	
012410-5840	Miscellaneous	\$162	\$27	\$0	\$250	
012410-6001	Office Supplies & Printing	\$2,428	\$2,504	\$1,500	\$2,500	66.7%
TREAS DEPT.	--Total Department--	\$203,119	\$281,778	\$257,176	\$213,093	-17.1%

31100	POLICE DEPARTMENT					
031100-1101	Salaries/Wages (Full Time)	\$64,971	\$65,000	\$65,000	\$105,000	61.5%
031100-1150	Part Time	\$16,395	\$17,606	\$19,222	\$12,857	-33.1%
031100-2100	FICA	\$5,197	\$4,978	\$6,443	\$9,016	39.9%
031100-2210	VRS	\$9,407	\$9,407	\$9,415	\$15,204	61.5%
031100-2300	Health Plan/457 Plan	\$5,429	\$5,922	\$19,300	\$16,105	-16.6%
031100-2400	Group Life	\$852	\$852	\$852	\$1,376	61.5%
031100-2720	Building Repairs/Maintenance	\$0	\$50	\$500	\$500	
031100-3310	Vehicle Maintenance	\$1,896	\$2,070	\$1,000	\$3,000	200.0%
031100-3312	Equipment Repair	\$28	\$155	\$0	\$200	
031100-3320	Professional Services	\$3,600	\$600	\$750	\$750	
031100-3500	Printing	\$384	\$0	\$800	\$0	-100.0%
03110-3841	Court Appointed Attorney Fees	\$0	\$316	\$0	\$300	
031100-5110	Electricity	\$1,688	\$1,394	\$1,800	\$1,800	
031100-5230	Telecommunications	\$3,738	\$1,827	\$4,000	\$4,000	
031100-5540	Education/Training	\$96	\$350	\$1,500	\$1,500	
031100-5810	Membership Dues/Subscription	\$728	\$2,063	\$1,500	\$1,500	
031100-6001	Office Supplies & Printing	\$1,552	\$0	\$600	\$1,000	66.7%
031100-6008	Vehicle Fuel/Oil	\$4,523	\$2,982	\$5,000	\$5,000	
031100-6010	Equipment/Supplies	\$2,863	\$4,250	\$5,000	\$5,000	
031100-6011	Uniforms	\$2,135	\$939	\$1,000	\$3,000	200.0%
	Total	\$125,482	\$120,759	\$143,681	\$187,107	30.2%
31200	POLICE DEPT RESTRICTED FUND					
031200-0003	Use of E-Summons Fees	\$1,406	\$0	\$3,000	\$1,000	
	Total	\$1,406	\$0	\$3,000	\$1,000	
POLICE DEPT	--Total Department--		\$120,759	\$146,681	\$188,107	28.2%
32000	DONATIONS					
032000-5640	BG/Volunteer Fire Department	\$1,000	\$1,000	\$1,000	\$1,000	
032000-5642	BG/Volunteer Rescue Squad	\$1,000	\$1,000	\$1,000	\$1,000	
032000-5650	Fire Program Funds	\$10,000	\$10,000	\$10,000	\$15,000	
DONATION	--Total Department--	\$12,000	\$12,000	\$12,000	\$17,000	

043100-1101	Salaries	\$97,216	\$71,582	\$70,622	\$74,000	4.8%
043100-1200	Part-Time Seasonal Salaries	\$8,937	\$13,551	\$15,400	\$0	-100.0%
043100-1201	Salaries/ Wages- Overtime	\$2,481	\$755	\$3,000	\$3,000	
043100-2100	FICA	\$7,602	\$5,467	\$6,811	\$7,100	4.2%
043100-2210	VRS	\$14,299	\$10,180	\$10,226	\$10,651	4.2%
043100-2300	Health Plan/457 Plan	\$16,309	\$11,955	\$12,630	\$12,630	
043100-2400	Group Life	\$1,294	\$921	\$925	\$961	3.9%
043100-2500	Hybrid Disability Insurance	\$405	\$284	\$305	\$316	3.6%
043100-3311	Vehicle Maintenance	\$1,134	\$1,389	\$2,000	\$2,000	
043100-5110	Electricity	\$21,668	\$21,560	\$26,500	\$26,500	
043100-5230	Telecommunications	\$2,505	\$2,032	\$2,000	\$2,000	
043100-5300	Insurance	\$4,200	\$4,200	\$4,200	\$4,200	
043100-5540	Education/Training	\$388	\$183	\$500	\$500	
043100-5840	Miscellaneous	\$439	\$2,157	\$500	\$500	
043100-6001	Office Supplies & Printing	\$607	\$702	\$250	\$250	
043100-6005	Janitorial Supplies	\$98	\$441	\$50	\$50	
043100-6006	Hand Tools	\$1,025	\$204	\$750	\$750	
043100-6007	Repair/ Maintenance Town Buildings	\$11,480	\$13,098	\$8,000	\$14,000	75.0%
043100-6008	Vehicle Fuel/ Oil	\$3,280	\$3,033	\$2,500	\$2,500	
043100-6009	Equipment/ Supplies	\$2,342	\$1,818	\$1,500	\$1,500	
043100-6011	Uniforms/ Safety Equip	\$4,810	\$3,312	\$2,500	\$2,500	
043100-7110	Parking Lot/Street/Sidewalk Maintenance	\$7,308	\$3,972	\$5,000	\$5,000	
043100-7120	Park Maintenance	\$900	\$2,508	\$2,500	\$2,500	
043100-7130	Refuse Collection	\$84,869	\$87,800	\$89,301	\$94,659	6.0%
043100-7140	Litter Grant	\$705	\$985	\$1,500	\$800	-46.7%
043100-7200	Town Hall Expenses	\$31,524	\$25,777	\$30,000	\$30,000	
043100-	Play Ground Upgrades				\$50,000	
PW DEPT	--Total Department--	\$327,825	\$289,055	\$299,470	\$348,867	16.5%
410501	TRANSFERS OUT					
410501-0300	Trsf To CIP Fr General Fund	\$60,000	\$0	\$0	\$0	
410501-0320	Transfer To EDA	\$0	\$0	\$10,000	\$0	-100.0%
410501-0400	Tsfr To Events & Activities	\$52,450	\$5,500	\$6,000	\$0	-100.0%
410501-0420	Transfer To Debt Service	\$145,807	\$182,000	\$0	\$0	
410501-0500	Transfer To Water Fund	\$0	\$32	\$253,986	\$17,135	-93.3%
410501-0520	Transfer To Sewer Fund	\$120,000	\$123	\$161,270	\$17,135	-89.4%
TRANSFER	--Total Department--	\$378,257	\$187,655	\$431,256	\$34,270	-92.1%
	Revenue over Expense				\$234,325	
FUND 100				\$1,673,341	\$1,274,429	-23.8%

FUND 300	CIP					
300100	CAPITAL PROJECTS FUND(GF)					
300100-8100	Emergency W/s Repairs	\$0	\$0	\$0	\$0	
300100-8500	Purchase Vehicle(s) W/ USDA	\$25,000	\$0	\$0	\$0	
300100-8600	General	\$55,297	\$0	\$0	\$0	
300100-8700	Refinancing And USDA Project	\$2,289,488	\$1,594,211	\$0	\$0	
CIP	--Total Department--	\$2,369,785	\$1,594,211	\$0	\$0	
FUND 320	ECONOMIC DEVELOPMENT AUTHORITY					
320100	EDA Programs					
320100-0001	EDA Loans/Grants	\$32,485	\$5,711	\$10,000	\$10,000	
EDA	--Total Department--	\$32,485	\$5,711	\$10,000	\$10,000	
FUND 400	EVENTS & ACTIVITIES					
71200	EVENTS & ACTIVITIES					
071200-1110	Event Coordinator	\$48,700	\$0	\$0	\$0	
071200-1210	Harvest	\$22,950	\$21,996	\$0	\$0	
071200-1220	Wine Festival	\$8,081	\$1,222	\$5,500	\$0	
071200-1230	Music On The Green	\$3,190	\$3,985	\$3,500	\$7,000	100.0%
071200-1240	Clean Sweep	\$218	\$185	\$250	\$250	
071200-1250	Parade/Holiday Events	\$3,898	\$3,120	\$3,000	\$3,000	
071200-1260	USO Dance	\$962	\$659	\$0	\$0	
071200-1310	Town Hall Activities	\$7,910	\$5,180	\$7,500	\$3,000	-60.0%
071200-1310	Marketing	\$400	\$200	\$200	\$200	
EV. & ACT	--Total Department--	\$96,309	\$36,547	\$19,950	\$13,450	-32.6%
	Fund 400 Total	\$96,309	\$36,547	\$19,950	\$13,450	
FUND 420	DEBT SERVICE					
500400	DEBT SERVICE					
500400-0002	Debt Service	\$197,380	\$215,256	\$0	\$0	
DEBT	--Total Department--	\$197,380	\$215,256	\$0	\$0	

Fund 500		WATER EXPENDITURES				
500100	WATER OPERATIONS					
500100-1101	Salaries	\$50,935	\$74,931	\$75,567	\$110,150	45.8%
500100-1201	Salaries/Wages-Overtime	\$1,762	\$3,576	\$3,000	\$3,000	
500100-2100	FICA	\$4,010	\$5,850	\$6,011	\$8,427	40.2%
500100-2210	VRS	\$7,244	\$10,860	\$10,942	\$15,950	45.8%
500100-2300	Health Plan/457 Plan	\$8,563	\$13,549	\$15,485	\$18,923	22.2%
500100-2400	Group Life	\$656	\$983	\$990	\$1,443	45.8%
500100-2500	Hybrid Disability Insurance	\$206	\$208	\$569	\$573	0.7%
500100-3140	Engineering/Prof. Services	\$15,000	\$15,000	\$31,000	\$0	-100.0%
500100-3311	Vehicle Maintenance	\$816	\$1,670	\$2,000	\$2,000	
500100-3320	Computer Licenses/Support	\$3,280	\$1,748	\$2,000	\$2,000	
500100-5110	Electricity	\$20,113	\$19,192	\$15,000	\$20,000	33.3%
500100-5210	Mailing Costs	\$2,064	\$585	\$4,000	\$1,000	-75.0%
500100-5230	Telecommunications	\$4,451	\$4,025	\$2,626	\$3,000	14.2%
500100-5300	Town Insurance-Water	\$4,200	\$4,200	\$4,200	\$4,200	
500100-5540	Education/Training/Licenses	\$2,363	\$1,277	\$3,500	\$3,500	
500100-5810	Fees And Dues	\$3,171	\$3,181	\$4,000	\$4,000	
500100-5820	Licenses and Permits		\$1,200	\$1,200	\$1,200	
500100-5840	Miscellaneous	\$178	\$2,032	\$500	\$500	
500100-5899	Miss Utility Costs	\$539	\$525	\$300	\$500	66.7%
500100-6001	Office Supplies/Equipment	\$592	\$731	\$2,666	\$2,500	-6.2%
500100-6005	Janitorial Supplies	\$594	\$218	\$1,340	\$1,500	11.9%
500100-6006	Hand Tools	\$784	\$74	\$2,000	\$2,000	
500100-6007	Repair/Maintenance	\$163,833	\$154,703	\$125,000	\$125,000	
500100-6008	Vehicle Fuel/Oil	\$3,302	\$3,080	\$2,333	\$2,333	
500100-6009	Equipment/Supplies	\$3,295	\$681	\$3,500	\$3,500	
500100-6011	Uniforms/Safety Equip	\$4,177	\$2,379	\$3,333	\$3,333	
500100-6021	Testing Supplies/Chemicals	\$1,797	\$754	\$3,000	\$3,000	
500100-6022	Water Testing	\$890	\$4,710	\$15,000	\$15,000	
500100-6050	Meter Purchases	\$58,920	\$5,641	\$10,000	\$5,000	-50.0%
500100-6060	Well Head Protection Grant	\$0	\$0	\$50,000	\$10,000	-80.0%
500100-8500	2018 Loan Payments	\$0	\$0	\$53,986	\$53,986	
	Expenses Net of Transfer			\$455,048	\$427,518	-6.0%
500100-9100	Repayment of GF Trans FY21				\$253,986	
	--Total Department--	\$367,735	\$337,563	\$455,048	\$681,504	49.8%
500500	WATER CIP					
	Engineering	\$0	\$0	\$200,000	\$200,000	
500500-3500	2019 USDA System Upgrade	\$0	\$0	\$2,500,000	\$1,500,000	
	--Total Department--	\$0	\$0	\$2,700,000	\$1,700,000	
WATER	Total Fund 500	\$367,735	\$337,563	\$3,155,048	\$2,381,504	-24.5%

Fund 520	SEWER FUND					
520100	SEWER OPERATIONS					
520100-1101	Salaries	\$113,867	\$150,639	\$150,639	\$141,596	-6.0%
520100-1201	Overtime	\$2,497	\$3,423	\$3,423	\$3,423	
520100-2100	FICA	\$8,862	\$1,175	\$11,745	\$10,382	-11.6%
520100-2210	VRS	\$16,127	\$21,291	\$21,291	\$20,503	-3.7%
520100-2300	Health Insurance/457 Plan	\$20,708	\$26,184	\$26,184	\$25,767	-1.6%
520100-2400	Group Life	\$1,459	\$1,926	\$1,926	\$1,855	-3.7%
520100-2500	Hybrid Disability Insurance	\$588	\$757	\$757	\$765	1.1%
520100-3160	Testing	\$21,020	\$20,515	\$20,000	\$15,000	-25.0%
500100-3180	Sludge Removal	\$11,716	\$13,188	\$10,000	\$15,000	50.0%
500100-3311	Vehicle Maintenance	\$837	\$1,342	\$2,000	\$2,000	
500100-3320	Professional Services	\$6,691	\$6,844	\$3,250	\$4,000	23.1%
500100-5110	Electricity	\$31,070	\$30,038	\$28,000	\$30,000	7.1%
500100-5120	Propane	\$0	\$297	\$1,000	\$2,000	100.0%
500100-5210	Mailing Costs	\$1,423	\$542	\$1,360	\$1,000	-26.5%
500100-5230	Telecommunications	\$4,563	\$3,035	\$3,103	\$3,103	
500100-5300	Insurance	\$4,167	\$3,470	\$3,740	\$4,200	12.3%
500100-5540	Education/Training/License/P	\$4,476	\$3,233	\$4,000	\$4,000	
500100-5613	VPDES Fees/DEQ	\$4,402	\$2,825	\$2,750	\$2,750	
500100-5840	Miscellaneous	\$256	\$0	\$500	\$500	
500100-5899	Miss Utility Costs	\$57	\$0	\$125	\$300	140.0%
500100-6001	Office Supplies	\$694	\$635	\$668	\$600	-10.2%
500100-6004	Lab Supplies/Chemicals	\$5,154	\$8,509	\$12,000	\$6,004	-50.0%
500100-6005	Janitorial Supplies	\$304	\$463	\$2,000	\$2,000	
500100-6006	Small Tools	\$641	\$432	\$2,000	\$2,000	
500100-6007	Repair/ Maintenance	\$179,369	\$107,068	\$89,000	\$69,000	-22.5%
500100-6008	Vehicle Fuel & Oil	\$3,831	\$3,115	\$2,334	\$2,334	
500100-6011	Uniforms/ Safety Equipment	\$6,235	\$7,037	\$2,834	\$2,834	
500100-6030	Plant & Lab Supplies/Chemicals	\$7,522	\$4,262	\$3,500	\$3,500	
500100-8101	Office Equipment/Supplies	\$306	\$107	\$8,334	\$300	-96.4%
500100-8200	2018 Loan Payments	\$0	\$0	\$161,270	\$161,270	
500100-8300	Large Equipment Purchase				\$50,000	
	Expenses Net of Transfer			\$579,733	\$587,985	1.4%
500100-9100	Repayment of GF Transfer				\$161,270	
SEWER DEPT	--Total Department--	\$458,842	\$422,353	\$579,733	\$749,255	29.2%



**TOWN OF BOWLING GREEN
TOWN COUNCIL MEETING
AGENDA ITEM REPORT**

AGENDA ITEM: Closed Session in accordance with Section 2.2-3711(A)(1) of the code of Virginia to consider prospective candidates for employment.

ITEM TYPE: Action Item

PURPOSE OF ITEM: Decision - By Motion

PRESENTER: Hon. Mark Gaines, Mayor

PHONE: (804) 633-6212

BACKGROUND / SUMMARY:

Review and consideration of applicants for Interim Town Manager and Town Manager position.

ATTACHMENTS:

None

REQUESTED ACTION:

Motion to go into Closed Session in accordance with Section 2.2-3711(A)(1) of the code of Virginia to consider prospective candidates for employment.