



**TOWN OF BOWLING GREEN  
TOWN COUNCIL MEETING**

**A G E N D A**

**Thursday, June 03, 2021  
7:00 PM**

**CALL TO ORDER AND QUORUM ESTABLISHED:**

**PUBLIC HEARINGS:**

- [1.](#) FY 2022 Proposed Budget Public Hearing

**PUBLIC COMMENTS:**

**MEMBER COMMENTS:**

**STAFF REPORTS & PRESENTATIONS:**

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

**CONSENT AGENDA: (The Consent Agenda is approved as one item. If a Council member wishes to discuss or ask questions about an item on the Consent Agenda, then that item should be removed from the Consent Agenda and discussed & voted on separately.)**

- [6.](#) Bills - May 2021
- [7.](#) Minutes – May 06, 2021 Special Town Council Meeting
- [8.](#) Minutes – May 06, 2021 Town Council Meeting
- [9.](#) Minutes – May 13, 2021 Special Town Council Meeting
- [10.](#) Minutes – May 24, 2021 Special Town Council Meeting
- [11.](#) R-2021-005 Depository Designation

**UNFINISHED BUSINESS:**

- [12.](#) Community & Economic Development
- [13.](#) Town Manager Search Process Update

**NEW BUSINESS:**

**COMMITTEE REPORTS:**

**CLOSED SESSION**

- [14.](#) Closed Session in accordance with Section 2.2-3711(A)(1) of the code of Virginia for the interviewing and/or discussion of the hiring of a Town Manager and/or Interim Town Manager

**RECONVENE IN OPEN SESSION**

**ADJOURNMENT**



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

**AGENDA ITEM:** FY 2022 Proposed Budget Public Hearing

**ITEM TYPE:** Public Hearing - Duly Advertised

**PURPOSE OF ITEM:** Discussion Only

**PRESENTER:** Tracy Wright, [towntreasurer@townofbowlinggreen.com](mailto:towntreasurer@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

Proposed FY 2022 Budget Summary

Proposed FY 2022 Line-Item Budget

### **REQUESTED ACTION:**

Authorize Town Clerk to prepare budget resolution for adoption at the Council's June 24, 2021 meeting.

**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/>

**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
<b>Out-of-Town</b>			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 for Calendar Year 2021**

Real Estate	\$0.11/\$100	\$0.02 decrease (equalized)
Personal Property	\$0.72/\$100	no increase
Mobile Homes	\$0.10/\$100	no increase
Machinery/Tools	\$0.72/\$100	no increase
Route 301 Tax District	\$0.85/\$100	\$0.07 decrease (equalized)
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.
<b>FUND #100 General Funds</b>			
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
<b>Total General Funds</b>	<b>\$1,433,859</b>	<b>\$1,508,254</b>	<b>\$74,395</b>
<b>Other Funds (Net of Transfers)</b>			
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
<b>Total Other Funds</b>	<b>\$3,532,890</b>	<b>\$3,154,209</b>	<b>(\$378,681)</b>
<b>TOTAL REVENUE ESTIMATES</b>	<b>\$4,966,749</b>	<b>\$4,662,463</b>	<b>-\$303,786</b>
EXPENDITURE ESTIMATES	CURRENT FISCAL YEAR 2021	FISCAL YEAR 2022 PLAN	FISCAL YEAR 2021 PLAN INC. / DEC.
<b>FUND #100 General Funds</b>			
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
<b>Total Direct General Fund Expenditures</b>	<b>\$1,096,405</b>	<b>\$1,053,051</b>	<b>(\$43,354)</b>
<b>GENERAL FUND TRANSFERS</b>			
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)
<b>Total General Fund Transfers</b>	<b>\$431,256</b>	<b>\$34,270</b>	<b>(\$396,986)</b>
<b>OTHER FUND EXPENDITURES</b>			
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
<b>Total Other Funds</b>	<b>\$3,861,241</b>	<b>\$3,154,209</b>	<b>(\$707,032)</b>
<b>SUMMARY</b>			
<b>TOTAL EXPENDITURE ESTIMATES (Net of General Fund Tran</b>	<b>\$4,207,260</b>		
<b>TOTAL TOWN BUDGET REVENUES (Net of General Fund Tra</b>	<b>\$4,662,463</b>		
<b>UNASSIGNED FUND BALANCE SUMMARY</b>			
*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
<b>FUND #100 GENERAL FUND</b>						
<b>11010 REAL ESTATE</b>						
011010-00	Current Year Taxes	\$142,905	\$138,886	\$140,000	\$140,000	
011010-00	Delinquent Taxes	\$645	\$239	\$1,500	\$500	-66.7%
<b>--Total Department--</b>		<b>\$143,550</b>	<b>\$139,125</b>	<b>\$141,500</b>		
<b>11011 RT 301 SPECIAL TAX</b>						
011011-00	Current Year Taxes	\$6,040	\$0	\$34,269	\$34,269	
011011-00	Delinquent Taxes	\$0	\$0	\$0	\$0	
<b>--Total Department--</b>		<b>\$6,040</b>	<b>\$0</b>	<b>\$34,269</b>		
<b>11020 PUBLIC SERVICE</b>						
011020-00	Current Year	\$3,381	\$3,295	\$4,000	\$3,500	-12.5%
<b>--Total Department--</b>		<b>\$3,381</b>	<b>\$3,295</b>	<b>\$4,000</b>		
<b>11030 PERSONAL PROPERTY</b>						
011030-00	Current Year Taxes	\$52,679	\$45,659	\$52,000	\$45,000	-13.5%
011030-00	Delinquent Taxes	\$4,698	\$476	\$500	\$500	
<b>--Total Department--</b>		<b>\$57,377</b>	<b>\$46,135</b>	<b>\$52,500</b>		
<b>11060 PENALTY &amp; INTEREST</b>						
011060-00	Penalty	\$6,568	\$2,634	\$2,500	\$2,000	
011060-00	Interest	\$7,979	\$3,532	\$3,500	\$3,000	
<b>--Total Department--</b>		<b>\$14,547</b>	<b>\$6,166</b>	<b>\$6,000</b>		
<b>15100 REVENUE FROM USE OF MONEY</b>						
015100-00	Interest Earned	\$0	\$6,535	\$5,000	\$5,000	
<b>--Total Department--</b>		<b>\$0</b>	<b>\$6,535</b>	<b>\$5,000</b>		

**16099 REFUSE COLLECTION**

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

**120101 SALES TAX**

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

**120201 COMSUMER UTILITY TAX**

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

**120301 BUSINESS LICENSE**

120301-00	Business License	\$79,066	\$79,632	\$68,000	\$68,000	
<b>--Total Department--</b>		<b>\$79,066</b>	<b>\$79,632</b>	<b>\$68,000</b>		

**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%
<b>--Total Department--</b>		<b>\$27,067</b>	<b>\$20,797</b>	<b>\$27,000</b>		

**120601 BANK STOCK TAX**

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

**121001 TRANSIENT OCCUPANCY TAX**

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

**121101 MEALS TAX**

FY21-22 REVENUES

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

**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%
<b>--Total Department--</b>		<b>\$3,305</b>	<b>\$3,410</b>	<b>\$3,000</b>		

**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		
<b>--Total Department--</b>		<b>\$44,199</b>	<b>\$36,053</b>	<b>\$43,600</b>		

**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	
<b>--Total Department--</b>		<b>\$27,160</b>	<b>\$16,648</b>	<b>\$26,000</b>		

**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	
<b>--Total Department--</b>		<b>\$3,191</b>	<b>\$3,004</b>	<b>\$2,100</b>		

**220109 VA POLICE FUNDING**

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

**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%
<b>--Total Department--</b>		<b>\$35,057</b>	<b>\$33,777</b>	<b>\$247,390</b>		

**240407 GRANTS**

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

**240412 VA FIRE PROGRAM**

240412-00	Virginia Fire Program	\$10,000	\$10,000	\$15,000	\$15,000	
<b>--Total Department--</b>		<b>\$10,000</b>	<b>\$10,000</b>	<b>\$15,000</b>		

**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	
<b>--Total Department--</b>		<b>\$10,115</b>	<b>\$95,584</b>	<b>\$216,775</b>		

**500200 RESERVE FOR CONTINGENCIES**

999999-00	Miscellaneous	\$3,165	\$0	\$0	\$0	
<b>--Total Department--</b>		<b>\$3,165</b>	<b>\$0</b>	<b>\$0</b>		

**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
<b>--Total Department--</b>		<b>\$2,055,908</b>	<b>\$1,853,432</b>	<b>\$0</b>	

**15010 REVENUE FR**

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

**410501 REVENUE FR**

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

**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
<b>--Total Department--</b>		<b>\$21,405</b>	<b>\$21,045</b>	<b>\$106,510</b>	

**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
<b>--Total Department--</b>		<b>\$45,497</b>	<b>\$32,014</b>	<b>\$13,000</b>	

**410501-01 GF TRANSFER 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	
<b>--Total Department--</b>		<b>\$52,450</b>	<b>\$5,500</b>	<b>\$6,500</b>		

**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
<b>--Total Department--</b>		<b>\$148,480</b>	<b>\$215,890</b>	<b>\$0</b>	

**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	
<b>--Total Department--</b>		<b>\$385,573</b>	<b>\$393,453</b>	<b>\$2,947,769</b>	<b>\$2,310,300</b>	<b>-21.6%</b>

**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%
<b>--Total Department--</b>		<b>\$110,000</b>	<b>\$15,032</b>	<b>\$253,986</b>	<b>\$71,204</b>	<b>-72.0%</b>

<b>FUND #500 TOTAL</b>	<b>\$495,573</b>	<b>\$408,486</b>	<b>\$3,201,755</b>	<b>\$2,381,504</b>	<b>-25.6%</b>
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**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%
<b>--Total Department--</b>		<b>\$427,882</b>	<b>\$486,219</b>	<b>\$422,250</b>	<b>\$642,000</b>	<b>52.0%</b>

**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	
<b>--Total Department--</b>		<b>\$120,000</b>	<b>\$123</b>	<b>\$161,270</b>	<b>\$107,255</b>	<b>-33.5%</b>

<b>FUND #520 TOTAL</b>	<b>\$547,882</b>	<b>\$486,342</b>	<b>\$583,520</b>	<b>\$749,255</b>	<b>28.4%</b>
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	FY 19 Actual	FY 20 Actual	FY 21 Appropriated	4/1/2021 Proposed	%	
<b>12110</b>	<b>COUNCIL AND MANAGER'S OFFICE</b>					
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	
<b>ADMIN DEPT</b>	<b>--Total Department--</b>	<b>\$174,982</b>	<b>\$235,812</b>	<b>\$383,078</b>	<b>\$285,984</b>	<b>-25.3%</b>

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%
<b>TREAS DEPT.</b>	<b>--Total Department--</b>	<b>\$203,119</b>	<b>\$281,778</b>	<b>\$257,176</b>	<b>\$213,093</b>	<b>-17.1%</b>

<b>31100</b>	<b>POLICE DEPARTMENT</b>					
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%
	<b>Total</b>	<b>\$125,482</b>	<b>\$120,759</b>	<b>\$143,681</b>	<b>\$187,107</b>	<b>30.2%</b>
<b>31200</b>	<b>POLICE DEPT RESTRICTED FUND</b>					
031200-0003	Use of E-Summons Fees	\$1,406	\$0	\$3,000	\$1,000	
	<b>Total</b>	<b>\$1,406</b>	<b>\$0</b>	<b>\$3,000</b>	<b>\$1,000</b>	
<b>POLICE DEPT</b>	<b>--Total Department--</b>		<b>\$120,759</b>	<b>\$146,681</b>	<b>\$188,107</b>	<b>28.2%</b>
<b>32000</b>	<b>DONATIONS</b>					
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	
<b>DONATION</b>	<b>--Total Department--</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$17,000</b>	

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	
<b>PW DEPT</b>	<b>--Total Department--</b>	<b>\$327,825</b>	<b>\$289,055</b>	<b>\$299,470</b>	<b>\$348,867</b>	<b>16.5%</b>
<b>410501</b>	<b>TRANSFERS OUT</b>					
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%
<b>TRANSFER</b>	<b>--Total Department--</b>	<b>\$378,257</b>	<b>\$187,655</b>	<b>\$431,256</b>	<b>\$34,270</b>	<b>-92.1%</b>
	<b>Revenue over Expense</b>				<b>\$234,325</b>	
<b>FUND 100</b>				<b>\$1,673,341</b>	<b>\$1,274,429</b>	<b>-23.8%</b>



<b>FUND 300</b>	<b>CIP</b>					
<b>300100</b>	<b>CAPITAL PROJECTS FUND(GF)</b>					
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	
<b>CIP</b>	<b>--Total Department--</b>	<b>\$2,369,785</b>	<b>\$1,594,211</b>	<b>\$0</b>	<b>\$0</b>	
<b>FUND 320</b>	<b>ECONOMIC DEVELOPMENT AUTHORITY</b>					
<b>320100</b>	<b>EDA Programs</b>					
320100-0001	EDA Loans/Grants	\$32,485	\$5,711	\$10,000	\$10,000	
<b>EDA</b>	<b>--Total Department--</b>	<b>\$32,485</b>	<b>\$5,711</b>	<b>\$10,000</b>	<b>\$10,000</b>	
<b>FUND 400</b>	<b>EVENTS &amp; ACTIVITIES</b>					
<b>71200</b>	<b>EVENTS &amp; ACTIVITIES</b>					
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	
<b>EV. &amp; ACT</b>	<b>--Total Department--</b>	<b>\$96,309</b>	<b>\$36,547</b>	<b>\$19,950</b>	<b>\$13,450</b>	<b>-32.6%</b>
	<b>Fund 400 Total</b>	<b>\$96,309</b>	<b>\$36,547</b>	<b>\$19,950</b>	<b>\$13,450</b>	
<b>FUND 420</b>	<b>DEBT SERVICE</b>					
<b>500400</b>	<b>DEBT SERVICE</b>					
500400-0002	Debt Service	\$197,380	\$215,256	\$0	\$0	
<b>DEBT</b>	<b>--Total Department--</b>	<b>\$197,380</b>	<b>\$215,256</b>	<b>\$0</b>	<b>\$0</b>	

Fund 500	WATER EXPENDITURES					
<b>500100</b>	<b>WATER OPERATIONS</b>					
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	
	<b>--Total Department--</b>	<b>\$367,735</b>	<b>\$337,563</b>	<b>\$455,048</b>	<b>\$681,504</b>	<b>49.8%</b>
<b>500500</b>	<b>WATER CIP</b>					
	Engineering	\$0	\$0	\$200,000	\$200,000	
500500-3500	2019 USDA System Upgrade	\$0	\$0	\$2,500,000	\$1,500,000	
	<b>--Total Department--</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,700,000</b>	<b>\$1,700,000</b>	
<b>WATER</b>	<b>Total Fund 500</b>	<b>\$367,735</b>	<b>\$337,563</b>	<b>\$3,155,048</b>	<b>\$2,381,504</b>	<b>-24.5%</b>

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	
<b>SEWER DEPT</b>	<b>--Total Department--</b>	<b>\$458,842</b>	<b>\$422,353</b>	<b>\$579,733</b>	<b>\$749,255</b>	<b>29.2%</b>



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

**AGENDA ITEM:** Police Department Monthly Report May 2021

**DATE:** 05/27/2021

**PREPARED BY:** Chief Justin Cecil Sr.

**MONTHLY REPORT / PROJECT UPDATE:**

Police Activity for May 2021

28 Total calls for service

42 Summonses / Parking tickets

52 Park walk and talks

15 Assist other agencies

55 Property checks/ Vacation checks

2 Warrant Services

2 Domestic

2 Motor Vehicle Accidents

**ATTACHMENTS:**

None

**HEADS UP ITEMS:**

Radar Trailer was delivered, and it will be put in-service ASAP.



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

**AGENDA ITEM:** Public Works/Utilities Monthly Report for May 2021

**DATE:** May 27, 2021

**PREPARED BY:** Josh Irby

**MONTHLY REPORT / PROJECT UPDATE:**

**Water**

- Inspection of new connections
- Tank cleaning continuing on GST
- Pre-construction meeting for water meter project
- Meeting with engineers regarding water meter project
- Contractor installed generator at Well 5

**Wastewater**

- Plant is running well, no exceptions to report
- Inspection of new connections

**Public Works**

- Maintenance of Town vehicles and equipment
- Normal Grass Cutting
- Plants placed on Main St.

**ATTACHMENTS:**

- Iworq Report (Work Orders)
- DMR for April

**HEADS UP ITEMS:**

# Work Order Report

5/1/2021 - 5/27/2021

Work Order Date	Assigned Department	Work Description	Work Address/Location
5/3/2021	Public Works	Mow Grass VDOT Water Tower	Fredericksburg Tpke.
5/3/2021	Public Works	Mow Grass Rt. 301 Billboard	Rt. 301 Billboard
5/3/2021	Public Works	Mow Grass Rt. 301 and Broaddus Intersection	Broaddus and Rt. 301
5/3/2021	Utilities	Final Meter Read	123 Lee Street
5/3/2021	Utilities	Final Meter Read	123 Lee Street
5/3/2021	Utilities	Final Meter Read	123 Lee Street
5/4/2021	Public Works	Mow Grass South Main Street Medians	South Main Street
5/4/2021	Public Works	Mow Grass Rt. 301 Lift Station	Rt. 301 Lift Station
5/4/2021	Public Works	Mow Grass Rt. 301 Welcome Sign	Rt. 301 Welcome Sign
5/4/2021	Public Works	Mow Grass Well 5	Broaddus Ave.
5/4/2021	Public Works	Mow Grass 301 Welcome Sign	301 Welcome Sign
5/4/2021	Public Works	Mow Grass Heritage Pines Lift Station	Heritage Pine Circle
5/4/2021	Public Works	Mow Grass Billboard Roger Clark Blvd.	Roger Clark Blvd.

Work Order Date	Assigned Department	Work Description	Work Address/Location
5/4/2021	Public Works	Mow Grass Fredericksburg Tpke. Welcome Sign	Fredericksburg Tpke.
5/4/2021	Public Works	Mow Grass Well 4 and Warehouse	Cedar Lane
5/4/2021	Public Works	Mow Grass WWTP	219 Anderson Ave.
5/4/2021	Public Works	Mow Grass Bowling Green Meadows Lift Station	Roper Drive
5/4/2021	Public Works	Mow Grass North Main Intersection	Main Street
5/4/2021	Public Works	Mow Grass Well 1, Playground, and Police Dept.	Butler Street
5/4/2021	Public Works	Mow Grass Town Hall	117 Butler street
5/4/2021	Public Works	Mow Grass Bowling Green Meadows Park	Dickinson Drive
5/4/2021	Public Works	Cut water on and get a read	16358 Heritage Pine Circle
5/4/2021	Public Works	marked utilities	17490 Coolidge LN
5/4/2021	Public Works	marked utilities	13353 Fredericksburg TPKE
5/4/2021	Public Works	Mow Grass Lacy Lane Lift Station	Lacy Lane
5/4/2021	Public Works	Mow Grass Park and Ride	Chase Street

Work Order Date	Assigned Department	Work Description	Work Address/Location
5/4/2021	Public Works	Mow Grass Business Sidewalks	Milford Street
5/4/2021	Public Works	Mark utilities	150 Hoomes Circle
5/4/2021	Utilities	get a read please new customer moving in	17139 Elm St
5/5/2021	Public Works	marked utilities	103 E Broaddus
5/5/2021	Public Works	marked utilities	lot 2,10,11 Grant CT
5/5/2021	Public Works	Wash curtains in ladies restroom	117 Butler St.
5/6/2021	Public Works	Mark Utilities	139 Lafayette Ave
5/6/2021	Public Works	Mark Utilities	156 Maury Ave
5/7/2021	Public Works	marked utilities	16056 Grant CT
5/7/2021	Public Works	marked utilities	17038 Elm ST
5/7/2021	Public Works	marked utilities	17038 Elm ST
5/10/2021	Public Works	Mow Grass Well 5	Broaddus Ave.
5/10/2021	Public Works	Mow Grass 301 Welcome Sign	301 Welcome Sign
5/10/2021	Public Works	Mow Grass Heritage Pines Lift Station	Heritage Pine Circle
5/10/2021	Public Works	Mow Grass Billboard Roger Clark Blvd.	Roger Clark Blvd.



Work Order Date	Assigned Department	Work Description	Work Address/Location
5/10/2021	Public Works	Mow Grass Fredericksburg Tpke. Welcome Sign	Fredericksburg Tpke.
5/10/2021	Public Works	Mow Grass Well 4 and Warehouse	Cedar Lane
5/10/2021	Public Works	Mow Grass WWTP	219 Anderson Ave.
5/10/2021	Public Works	Mow Grass Bowling Green Meadows Lift Station	Roper Drive
5/10/2021	Public Works	Mow Grass North Main Intersection	Main Street
5/10/2021	Public Works	Mow Grass Well 1, Playground, and Police Dept.	Butler Street
5/10/2021	Public Works	Mow Grass Town Hall	117 Butler street
5/10/2021	Public Works	Mow Grass Bowling Green Meadows Park	Dickinson Drive
5/10/2021	Public Works	Mow Grass Lacy Lane Lift Station	Lacy Lane
5/10/2021	Public Works	Mow Grass Park and Ride	Chase Street
5/10/2021	Public Works	Mow Grass Business Sidewalks	Milford Street
5/10/2021	Public Works	Mow Grass VDOT Water Tower	Fredericksburg Tpke.
5/10/2021	Public Works	Mow Grass Maury Heights Lift Station	Coolidge Lane

Work Order Date	Assigned Department	Work Description	Work Address/Location
5/10/2021	Public Works	Mark utilities	17458 & 17466 Coolidge Lane
5/10/2021	Public Works	Mark Utilities	16031 Grant Ct
5/10/2021	Public Works	Emergency utility mark	16041 Grant Ct
5/10/2021	Public Works	Mow grass	109 Courthouse Lane
5/10/2021	Public Works	Mow Grass South Main Street Medians	South Main Street
5/10/2021	Public Works	Mow Grass Rt. 301 and Broaddus Intersection	Broaddus and Rt. 301
5/10/2021	Public Works	Mow Grass Rt. 301 Billboard	Rt. 301 Billboard
5/10/2021	Public Works	Mow Grass Rt. 301 Lift Station	Rt. 301 Lift Station
5/10/2021	Public Works	Mow Grass Rt. 301 Welcome Sign	Rt. 301 Welcome Sign
5/10/2021	Utilities	Read meter	120 East Broaddus
5/10/2021	Utilities	Read meter	17485 Jackson Dr
5/10/2021	Utilities	Reread meter	16360 Heritage Circle
5/10/2021	Public Works	marked utilities	16056 Tyler CT
5/11/2021	Public Works	Daily check of all wells and lift stations and check of chlorine residuals	Water and Sewer system

Work Order Date	Assigned Department	Work Description	Work Address/Location
5/11/2021	Utilities	Mark utilities	16247 Don Verne Dr.
5/12/2021	Public Works	Daily check of all wells and lift stations and check of chlorine residuals	Water and Sewer system
5/13/2021	Public Works	take a recycle can please	122 Virginia Ave
5/13/2021	Utilities	Cut off water	Caroline Manor 1B
5/13/2021	Public Works	Edge sidewalks	268 North Main
5/13/2021	Public Works	Daily check of all wells and lift stations and check of chlorine residuals	Water and Sewer system
5/14/2021	Public Works	Change blades on zero turn	219 Anderson Ave.
5/14/2021	Public Works	Daily check of all wells and lift stations and check of chlorine residuals	Water and Sewer system
5/17/2021	Public Works	Daily check of all wells and lift stations and check of chlorine residuals	Water and Sewer system
5/17/2021	Public Works	Take tractor to well 1 and put sand in roll off on 5/18/2021	105 Butler St.
5/17/2021	Utilities	Mark utilities	13717 Farmer Dr.
5/17/2021	Utilities	Mark utilities	16014 Grant Court

Work Order Date	Assigned Department	Work Description	Work Address/Location
5/17/2021	Utilities	turn water on and get a read please	107 N Main St
5/17/2021	Public Works	Daily check of all wells and lift stations and check of chlorine residuals	Water and Sewer system
5/17/2021	Public Works	take trash bin and recycle bin and get a read new customer	144 Chase St
5/18/2021	Public Works	Fix shower at WWTP	219 Anderson Ave
5/18/2021	Public Works	Fix broken door on Truck #3 (GMC)	219 Anderson Ave
5/19/2021	Public Works	Daily check of all wells and lift stations and check of chlorine residuals	Water and Sewer system
5/19/2021	Public Works	Mow grass at outfall	219 Anderson Ave.
5/19/2021	Public Works	Mow Grass Bowling Green Meadows Park	Dickinson Drive
5/19/2021	Public Works	Mow Grass Rt. 301 Lift Station	Rt. 301 Lift Station
5/19/2021	Public Works	Mow Grass Lacy Lane Lift Station	Lacy Lane
5/19/2021	Public Works	Mow Grass Park and Ride	Chase Street
5/19/2021	Public Works	Mow Grass Well 1, Playground, and Police Dept.	Butler Street

Work Order Date	Assigned Department	Work Description	Work Address/Location
5/19/2021	Public Works	Mow Grass Town Hall	117 Butler street
5/19/2021	Utilities	Mark utilities	18030 Coolidge Lane
5/19/2021	Utilities	Mark utilities	18024 Coolidge Lane
5/19/2021	Public Works	Mark Utilities	18006 Coolidge Lane lot 33
5/19/2021	Utilities	Mark utilities	233 West Broaddus Ave
5/20/2021	Public Works	Mow lot on Maury Ave	Maury Ave
5/20/2021	Public Works	Mow Town office on Courthouse Lane	109 Courthouse
5/20/2021	Public Works	Mow Grass North Main Intersection	Main Street
5/20/2021	Public Works	Mow Grass Rt. 301 and Broaddus Intersection	Broaddus and Rt. 301
5/20/2021	Public Works	Daily check of all wells and lift stations and check of chlorine residuals	Water and Sewer system
5/21/2021	Public Works	Daily check of all wells and lift stations and check of chlorine residuals	Water and Sewer system
5/21/2021	Public Works	Daily check of all wells and lift stations and check of chlorine residuals	Water and Sewer system

Work Order Date	Assigned Department	Work Description	Work Address/Location
5/21/2021	Public Works	Mow Grass South Main Street Medians	South Main Street
5/21/2021	Public Works	pick up broken trash can and take new trash can please	308 Dickinson Dr
5/24/2021	Public Works	Put up hanging baskets	North Main St.
5/24/2021	Public Works	Mark utilities	Coolidge Lane lots 30,31,32
5/24/2021	Public Works	Mark utilities	Grant Ct. 16061 & 16055
5/24/2021	Public Works	Mark utilities	13258 Fredericksburg Tpke
5/24/2021	Public Works	Mow Grass 301 Welcome Sign	301 Welcome Sign
5/24/2021	Public Works	Mow Grass Well 4 and Warehouse	Cedar Lane
5/24/2021	Public Works	Mow Grass Billboard Roger Clark Blvd.	Roger Clark Blvd.
5/24/2021		Update 811 membership	219 Anderson Ave.
5/24/2021	Public Works	Take down Council meeting	117 Butler St.
5/24/2021	Public Works	Collect Bac T samples	135 South Main, 150 East Broadus
5/24/2021	Utilities	Mark Utilities	114 & 139 Lafayette Ave.
5/24/2021	Public Works	Mow Grass Well 5	Broadus Ave.

Work Order Date	Assigned Department	Work Description	Work Address/Location
5/24/2021	Public Works	Mow Grass Maury Heights Lift Station	Coolidge Lane
5/24/2021	Public Works	Mow Grass Fredericksburg Tpke. Welcome Sign	Fredericksburg Tpke.
5/24/2021	Public Works	Mow Grass VDOT Water Tower	Fredericksburg Tpke.
5/24/2021	Public Works	Daily check of all wells and lift stations and check of chlorine residuals	Water and Sewer system
5/25/2021	Facilities	Change battery in clock located in front lobby	117 Butler Street
5/25/2021	Public Works	Old Mansion	200 S. Main Street
5/25/2021	Utilities	Install 3 water meters	Grant Ct. lot 6, 9, 10
5/25/2021	Public Works	take recycle can new customer	221 N Main St
5/25/2021	Treatment Plant	Remove bed 4	219 Anderson Ave.
5/25/2021	Public Works	Daily check of all wells and lift stations and check of chlorine residuals	Water and Sewer system
5/25/2021	Public Works	Mow Grass WWTP	219 Anderson Ave.
5/26/2021	Utilities	Water Leak, neighbor called with concerns water in the ditch	147 Lee St

Work Order Date	Assigned Department	Work Description	Work Address/Location
5/26/2021	Utilities	Water in ditch, neighbor called with concern	147 Lee St
5/26/2021	Public Works	Mow Grass Well 1, Playground, and Police Dept.	Butler Street
5/26/2021	Public Works	Mow Grass Town Hall	117 Butler street
5/26/2021	Public Works	Daily check of all wells and lift stations and check of chlorine residuals	Water and Sewer system

**Total Records: 134**

**5/27/2021**



**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

MONITORING PERIOD					
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FACILITY LOCATION: 219 Anderson Ave  
Bowling Green, VA 22427

FROM	YEAR	MO	DAY	TO	YEAR	MO	DAY
	2021	04	01		2021	04	30

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

Parameter		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX.	FREQUENCY OF ANALYSIS	SAMPLE TYPE	LAB CODE
		AVERAGE	MAXIMUM	UNITS	MINIMUM	AVERAGE	MAXIMUM	UNITS				
FLOW	REPORTD	0.07	0.09	MGD	*****	*****	*****		0	CONT	TIRE	
PARAM CODE: 001	REQRMNT	0.25	NL		*****	*****	*****					
pH	REPORTD	*****	*****		7.6	*****	8.0	SU	0	1/DAY	GRAB	
PARAM CODE: 002	REQRMNT	*****	*****		6.0	*****	9.0					
TSS	REPORTD	0.43	0.6	KG/D	*****	1.63	2.2	MG/L	0	3D/W	8HC	
PARAM CODE: 004	REQRMNT	9.5	14		*****	10	15					
DO	REPORTD	*****	*****		8.1	*****	*****	MG/L	0	1/DAY	GRAB	
PARAM CODE: 007	REQRMNT	*****	*****		5.0	*****	*****					
TKN (N-KJEL)	REPORTD	0.19	0.21	KG/D	*****	0.72	0.85	MG/L	0	3D/W	8HC	
PARAM CODE: 068	REQRMNT	2.8	4.2		*****	3.0	4.5					
E.COLI	REPORTD	*****	*****		*****	9	*****	N/CML	0	3D/W	GRAB	
PARAM CODE: 120	REQRMNT	*****	*****		*****	126	*****					
CBOD5	REPORTD	<QL	<QL	KG/D	*****	<QL	<QL	MG/L	0	3D/W	8HC	
PARAM CODE: 159	REQRMNT	9.5	14		*****	10	15					

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		
				TYPED OR PRINTED NAME	CERTIFICATE NUMBER	
				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.				PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT	TELEPHONE	
					804-221-1834	
					TYPED OR PRINTED NAME	SIGNATURE
						Date

# FACT SHEET: The Coronavirus State and Local Fiscal Recovery Funds Will Deliver \$350 Billion for State, Local, Territorial, and Tribal Governments to Respond to the COVID-19 Emergency and Bring Back Jobs

**May 10, 2021**

*Aid to state, local, territorial, and Tribal governments will help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery*

Today, the U.S. Department of the Treasury announced the launch of the Coronavirus State and Local Fiscal Recovery Funds, established by the American Rescue Plan Act of 2021, to provide \$350 billion in emergency funding for eligible state, local, territorial, and Tribal governments. Treasury also released details on how these funds can be used to respond to acute pandemic response needs, fill revenue shortfalls among these governments, and support the communities and populations hardest-hit by the COVID-19 crisis. With the launch of the Coronavirus State and Local Fiscal Recovery Funds, eligible jurisdictions will be able to access this funding in the coming days to address these needs.

State, local, territorial, and Tribal governments have been on the frontlines of responding to the immense public health and economic needs created by this crisis – from standing up vaccination sites to supporting small businesses – even as these governments confronted revenue shortfalls during the downturn. As a result, these governments have endured unprecedented strains, forcing many to make untenable choices between laying off educators, firefighters, and other frontline workers or failing to provide other services that communities rely on. Faced with these challenges, state and local governments have cut over 1 million jobs since the beginning of the crisis. The experience of prior economic downturns has shown that budget pressures like these often result in prolonged fiscal austerity that can slow an economic recovery.

To support the immediate pandemic response, bring back jobs, and lay the groundwork for a strong and equitable recovery, the American Rescue Plan Act of 2021 established the Coronavirus State and Local Fiscal Recovery Funds, designed to deliver \$350 billion to state, local, territorial, and Tribal governments to bolster their response to the COVID-19 emergency and its economic impacts. Today, Treasury is launching this much-needed relief to:

- Support urgent COVID-19 response efforts to continue to decrease spread of the virus and bring the pandemic under control;
- Replace lost public sector revenue to strengthen support for vital public services and help retain jobs;
- Support immediate economic stabilization for households and businesses; and,
- Address systemic public health and economic challenges that have contributed to the unequal impact of the pandemic on certain populations.

The Coronavirus State and Local Fiscal Recovery Funds provide substantial flexibility for each jurisdiction to meet local needs—including support for households, small businesses, impacted industries, essential workers, and the communities hardest-hit by the crisis. These funds also deliver resources that recipients can invest in building, maintaining, or upgrading their water, sewer, and broadband infrastructure.

Starting today, eligible state, territorial, metropolitan city, county, and Tribal governments may request Coronavirus State and Local Fiscal Recovery Funds through the Treasury Submission Portal. Concurrent with this program launch, Treasury has published an Interim Final Rule that implements the provisions of this program.

## FUNDING AMOUNTS

The American Rescue Plan provides a total of \$350 billion in Coronavirus State and Local Fiscal Recovery Funds to help eligible state, local, territorial, and Tribal governments meet their present needs and build the foundation for a strong recovery. Congress has allocated this funding to tens of thousands of jurisdictions. These allocations include:

Type	Amount (\$ billions)
States & District of Columbia	\$195.3
Counties	\$65.1
Metropolitan Cites	\$45.6
Tribal Governments	\$20.0
Territories	\$4.5
Non-Entitlement Units of Local Government	\$19.5

Treasury expects to distribute these funds directly to each state, territorial, metropolitan city, county, and Tribal government. Local governments that are classified as non-entitlement units will receive this funding through their applicable state government. Treasury expects to provide further guidance on distributions to non-entitlement units next week.

Local governments should expect to receive funds in two tranches, with 50% provided beginning in May 2021 and the balance delivered 12 months later. States that have experienced a net increase in the unemployment rate of more than 2 percentage points from February 2020 to the latest available data as of the date of certification will receive their full allocation of funds in a single payment; other states will receive funds in two equal tranches. Governments of U.S. territories will receive a single payment. Tribal governments will receive two payments, with the first payment available in May and the second payment, based on employment data, to be delivered in June 2021.

## USES OF FUNDING

Coronavirus State and Local Fiscal Recovery Funds provide eligible state, local, territorial, and Tribal governments with a substantial infusion of resources to meet pandemic response needs and rebuild a stronger, more equitable economy as the country recovers. Within the categories of eligible uses, recipients have broad flexibility to decide how best to use this funding to meet the needs of their communities. Recipients may use Coronavirus State and Local Fiscal Recovery Funds to:

- **Support public health expenditures**, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
- **Address negative economic impacts caused by the public health emergency**, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
- **Replace lost public sector revenue**, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
- **Provide premium pay for essential workers**, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
- **Invest in water, sewer, and broadband infrastructure**, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Within these overall categories, Treasury’s Interim Final Rule provides guidelines and principles for determining the types of programs and services that this funding can support, together with examples of allowable uses that recipients may consider. As described below, Treasury has also designed these provisions to take into consideration the disproportionate impacts of the COVID-19 public health emergency on those hardest-hit by the pandemic.

### 1. Supporting the public health response

Mitigating the impact of COVID-19 continues to require an unprecedented public health response from state, local, territorial, and Tribal governments. Coronavirus State and Local Fiscal Recovery Funds provide resources to meet these needs through the provision of care for those impacted by the virus and through services that address disparities in public health that have been exacerbated by the pandemic. Recipients may use this funding to address a broad range of public health needs across COVID-19 mitigation, medical expenses, behavioral healthcare, and public health resources. Among other services, these funds can help support:

- **Services and programs to contain and mitigate the spread of COVID-19, including:**
  - ✓ Vaccination programs
  - ✓ Medical expenses
  - ✓ Testing
  - ✓ Contact tracing
  - ✓ Isolation or quarantine
  - ✓ PPE purchases
  - ✓ Support for vulnerable populations to access medical or public health services
  - ✓ Public health surveillance (e.g., monitoring for variants)
  - ✓ Enforcement of public health orders
  - ✓ Public communication efforts
  - ✓ Enhancement of healthcare capacity, including alternative care facilities
  - ✓ Support for prevention, mitigation, or other services in congregate living facilities and schools
  - ✓ Enhancement of public health data systems
  - ✓ Capital investments in public facilities to meet pandemic operational needs
  - ✓ Ventilation improvements in key settings like healthcare facilities

- **Services to address behavioral healthcare needs exacerbated by the pandemic, including:**
  - ✓ Mental health treatment
  - ✓ Substance misuse treatment
  - ✓ Other behavioral health services
  - ✓ Hotlines or warmlines
  - ✓ Crisis intervention
  - ✓ Services or outreach to promote access to health and social services
- **Payroll and covered benefits expenses** for public health, healthcare, human services, public safety and similar employees, to the extent that they work on the COVID-19 response. For public health and safety workers, recipients can use these funds to cover the full payroll and covered benefits costs for employees or operating units or divisions primarily dedicated to the COVID-19 response.

## 2. Addressing the negative economic impacts caused by the public health emergency

The COVID-19 public health emergency resulted in significant economic hardship for many Americans. As businesses closed, consumers stayed home, schools shifted to remote education, and travel declined precipitously, over 20 million jobs were lost between February and April 2020. Although many have since returned to work, as of April 2021, the economy remains more than 8 million jobs below its pre-pandemic peak, and more than 3 million workers have dropped out of the labor market altogether since February 2020.

To help alleviate the economic hardships caused by the pandemic, Coronavirus State and Local Fiscal Recovery Funds enable eligible state, local, territorial, and Tribal governments to provide a wide range of assistance to individuals and households, small businesses, and impacted industries, in addition to enabling governments to rehire public sector staff and rebuild capacity. Among these uses include:

- **Delivering assistance to workers and families**, including aid to unemployed workers and job training, as well as aid to households facing food, housing, or other financial insecurity. In addition, these funds can support survivor’s benefits for family members of COVID-19 victims.
- **Supporting small businesses**, helping them to address financial challenges caused by the pandemic and to make investments in COVID-19 prevention and mitigation tactics, as well as to provide technical assistance. To achieve these goals, recipients may employ this funding to execute a broad array of loan, grant, in-kind assistance, and counseling programs to enable small businesses to rebound from the downturn.
- **Speeding the recovery of the tourism, travel, and hospitality sectors**, supporting industries that were particularly hard-hit by the COVID-19 emergency and are just now beginning to mend. Similarly impacted sectors within a local area are also eligible for support.
- **Rebuilding public sector capacity**, by rehiring public sector staff and replenishing unemployment insurance (UI) trust funds, in each case up to pre-pandemic levels. Recipients may also use this funding to build their internal capacity to successfully implement economic relief programs, with investments in data analysis, targeted outreach, technology infrastructure, and impact evaluations.

### 3. **Serving the hardest-hit communities and families**

While the pandemic has affected communities across the country, it has disproportionately impacted low-income families and communities of color and has exacerbated systemic health and economic inequities. Low-income and socially vulnerable communities have experienced the most severe health impacts. For example, counties with high poverty rates also have the highest rates of infections and deaths, with 223 deaths per 100,000 compared to the U.S. average of 175 deaths per 100,000.

Coronavirus State and Local Fiscal Recovery Funds allow for a broad range of uses to address the disproportionate public health and economic impacts of the crisis on the hardest-hit communities, populations, and households. Eligible services include:

- **Addressing health disparities and the social determinants of health**, through funding for community health workers, public benefits navigators, remediation of lead hazards, and community violence intervention programs;
- **Investments in housing and neighborhoods**, such as services to address individuals experiencing homelessness, affordable housing development, housing vouchers, and residential counseling and housing navigation assistance to facilitate moves to neighborhoods with high economic opportunity;
- **Addressing educational disparities** through new or expanded early learning services, providing additional resources to high-poverty school districts, and offering educational services like tutoring or afterschool programs as well as services to address social, emotional, and mental health needs; and,
- **Promoting healthy childhood environments**, including new or expanded high quality childcare, home visiting programs for families with young children, and enhanced services for child welfare-involved families and foster youth.

Governments may use Coronavirus State and Local Fiscal Recovery Funds to support these additional services if they are provided:

- within a Qualified Census Tract (a low-income area as designated by the Department of Housing and Urban Development);
- to families living in Qualified Census Tracts;
- by a Tribal government; or,
- to other populations, households, or geographic areas disproportionately impacted by the pandemic.

### 4. **Replacing lost public sector revenue**

State, local, territorial, and Tribal governments that are facing budget shortfalls may use Coronavirus State and Local Fiscal Recovery Funds to avoid cuts to government services. With these additional resources, recipients can continue to provide valuable public services and ensure that fiscal austerity measures do not hamper the broader economic recovery.

Many state, local, territorial, and Tribal governments have experienced significant budget shortfalls, which can yield a devastating impact on their respective communities. Faced with budget shortfalls and pandemic-related uncertainty, state and local governments cut staff in all 50 states. These budget shortfalls and staff cuts are particularly problematic at present, as these entities are on the front lines of battling the COVID-19 pandemic and helping citizens weather the economic downturn.

Recipients may use these funds to replace lost revenue. Treasury’s Interim Final Rule establishes a methodology that each recipient can use to calculate its reduction in revenue. Specifically, recipients will compute the extent of their reduction in revenue by comparing their actual revenue to an alternative representing what could have been expected to occur in the absence of the pandemic. Analysis of this expected trend begins with the last full fiscal year prior to the public health emergency and projects forward at either (a) the recipient’s average annual revenue growth over the three full fiscal years prior to the public health emergency or (b) 4.1%, the national average state and local revenue growth rate from 2015-18 (the latest available data).

For administrative convenience, Treasury’s Interim Final Rule allows recipients to presume that any diminution in actual revenue relative to the expected trend is due to the COVID-19 public health emergency. Upon receiving Coronavirus State and Local Fiscal Recovery Funds, recipients may immediately calculate the reduction in revenue that occurred in 2020 and deploy funds to address any shortfall. Recipients will have the opportunity to re-calculate revenue loss at several points through the program, supporting those entities that experience a lagged impact of the crisis on revenues.

Importantly, once a shortfall in revenue is identified, recipients will have broad latitude to use this funding to support government services, up to this amount of lost revenue.

## 5. Providing premium pay for essential workers

Coronavirus State and Local Fiscal Recovery Funds provide resources for eligible state, local, territorial, and Tribal governments to recognize the heroic contributions of essential workers. Since the start of the public health emergency, essential workers have put their physical well-being at risk to meet the daily needs of their communities and to provide care for others.

Many of these essential workers have not received compensation for the heightened risks they have faced and continue to face. Recipients may use this funding to provide premium pay directly, or through grants to private employers, to a broad range of essential workers who must be physically present at their jobs including, among others:

- ✓ Staff at nursing homes, hospitals, and home-care settings
- ✓ Workers at farms, food production facilities, grocery stores, and restaurants
- ✓ Janitors and sanitation workers
- ✓ Public health and safety staff
- ✓ Truck drivers, transit staff, and warehouse workers
- ✓ Childcare workers, educators, and school staff
- ✓ Social service and human services staff

Treasury’s Interim Final Rule emphasizes the need for recipients to prioritize premium pay for lower income workers. Premium pay that would increase a worker’s total pay above 150% of the greater of the state or county average annual wage requires specific justification for how it responds to the needs of these workers.

In addition, employers are both permitted and encouraged to use Coronavirus State and Local Fiscal Recovery Funds to offer retrospective premium pay, recognizing that many essential workers have not yet received additional compensation for work performed. Staff working for third-party contractors in eligible sectors are also eligible for premium pay.

## **6. Investing in water and sewer infrastructure**

Recipients may use Coronavirus State and Local Fiscal Recovery Funds to invest in necessary improvements to their water and sewer infrastructures, including projects that address the impacts of climate change.

Recipients may use this funding to invest in an array of drinking water infrastructure projects, such as building or upgrading facilities and transmission, distribution, and storage systems, including the replacement of lead service lines.

Recipients may also use this funding to invest in wastewater infrastructure projects, including constructing publicly-owned treatment infrastructure, managing and treating stormwater or subsurface drainage water, facilitating water reuse, and securing publicly-owned treatment works.

To help jurisdictions expedite their execution of these essential investments, Treasury's Interim Final Rule aligns types of eligible projects with the wide range of projects that can be supported by the Environmental Protection Agency's Clean Water State Revolving Fund and Drinking Water State Revolving Fund. Recipients retain substantial flexibility to identify those water and sewer infrastructure investments that are of the highest priority for their own communities.

Treasury's Interim Final Rule also encourages recipients to ensure that water, sewer, and broadband projects use strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions.

## **7. Investing in broadband infrastructure**

The pandemic has underscored the importance of access to universal, high-speed, reliable, and affordable broadband coverage. Over the past year, millions of Americans relied on the internet to participate in remote school, healthcare, and work.

Yet, by at least one measure, 30 million Americans live in areas where there is no broadband service or where existing services do not deliver minimally acceptable speeds. For millions of other Americans, the high cost of broadband access may place it out of reach. The American Rescue Plan aims to help remedy these shortfalls, providing recipients with flexibility to use Coronavirus State and Local Fiscal Recovery Funds to invest in broadband infrastructure.

Recognizing the acute need in certain communities, Treasury's Interim Final Rule provides that investments in broadband be made in areas that are currently unserved or underserved—in other words, lacking a wireline connection that reliably delivers minimum speeds of 25 Mbps download and 3 Mbps upload. Recipients are also encouraged to prioritize projects that achieve last-mile connections to households and businesses.

Using these funds, recipients generally should build broadband infrastructure with modern technologies in mind, specifically those projects that deliver services offering reliable 100 Mbps download and 100



Mbps upload speeds, unless impracticable due to topography, geography, or financial cost. In addition, recipients are encouraged to pursue fiber optic investments.

In view of the wide disparities in broadband access, assistance to households to support internet access or digital literacy is an eligible use to respond to the public health and negative economic impacts of the pandemic, as detailed above.

## 8. Ineligible Uses

Coronavirus State and Local Fiscal Recovery Funds provide substantial resources to help eligible state, local, territorial, and Tribal governments manage the public health and economic consequences of COVID-19. Recipients have considerable flexibility to use these funds to address the diverse needs of their communities.

To ensure that these funds are used for their intended purposes, the American Rescue Plan Act also specifies two ineligible uses of funds:

- **States and territories may not use this funding to directly or indirectly offset a reduction in net tax revenue due to a change in law from March 3, 2021 through the last day of the fiscal year in which the funds provided have been spent.** The American Rescue Plan ensures that funds needed to provide vital services and support public employees, small businesses, and families struggling to make it through the pandemic are not used to fund reductions in net tax revenue. Treasury’s Interim Final Rule implements this requirement. If a state or territory cuts taxes, they must demonstrate how they paid for the tax cuts from sources other than Coronavirus State Fiscal Recovery Funds—by enacting policies to raise other sources of revenue, by cutting spending, or through higher revenue due to economic growth. If the funds provided have been used to offset tax cuts, the amount used for this purpose must be paid back to the Treasury.
- **No recipient may use this funding to make a deposit to a pension fund.** Treasury’s Interim Final Rule defines a “deposit” as an extraordinary contribution to a pension fund for the purpose of reducing an accrued, unfunded liability. While pension deposits are prohibited, recipients may use funds for routine payroll contributions for employees whose wages and salaries are an eligible use of funds.

Treasury’s Interim Final Rule identifies several other ineligible uses, including funding debt service, legal settlements or judgments, and deposits to rainy day funds or financial reserves. Further, general infrastructure spending is not covered as an eligible use outside of water, sewer, and broadband investments or above the amount allocated under the revenue loss provision. While the program offers broad flexibility to recipients to address local conditions, these restrictions will help ensure that funds are used to augment existing activities and address pressing needs.



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

**AGENDA ITEM:** Community & Economic Dev.; Council Monthly Report for May 2021

**DATE:** 5/27/21

**PREPARED BY:** Jo-Elsa Jordan

**MONTHLY REPORT / PROJECT UPDATE:**

**Economic Development Authority:**

- Coordinate with Town Attorney, EDA Chairman, Northview property owners and Notary for reversion of deed.
- Meeting with Northview property owners and Mayor to discuss vision for the Rt. 301 corridor.
- Ongoing work with ReThink Main Street for economic development marketing material. (In Progress)
- Monitor U.S. Treasury website for information regarding the American Rescue Plan. (\*See Fact Sheet attached.)
- Cancel May EDA meeting.
- Pass on article on Electric Vehicle Charging Stations (EVCS) to EDA from a Council Member.

**Clean Sweep:**

- Coordinate with Town business office to accept participant registrations.
- Distribute posters around Town.
- Boost event on Facebook for optimizing reach.
- Finalize event logistics with Fredericksburg Salvation Army.
- Submit event information for The Weekender and Front Porch.

**Music on the Green:**

- Book talent
- Reach out to businesses to secure sponsorships.

**Harvest Festival:**

**Community Relations:**

- Assist Dainty Chic Roadside Stand with scavenger hunt for Small Business Friday.
- CCPS Summer Extravaganza (Enrichment Program) – Old Mansion:
  - 6/14 – 4<sup>th</sup> graders visit Old Mansion for an onsite lesson focusing on the restoration and preservation of the home in order to maintain its historical integrity.
  - 7/1 – 1<sup>st</sup> graders to visit the property, get a lesson on plants, work in newly constructed raised beds to plant sunflowers, pick a sunflower to take home and ice cream social.
  - Numerous meetings with the Assistant Superintendent, BGE Assistant Principal and property owners for coordination purposes.
- CCPS Business Advisory Committee Meeting

- Community Heart & Soul:
  - 5/11 Meeting
  - 5/26 Meeting
  - Accept donation from Caroline Care Group; Write/mail ‘Thank You’ card.
  - Developing the format for a storytelling podcast for future data analysis.
  - Working with CCPS and the Assistant Superintendent to determine internship opportunities for high school students interested in pursuing careers in media studies, mass communications and journalism for support developing the podcast in story gathering phase.
- Promote Grand Opening event for Liberty Park Antique Store (6/4 – 6/6); publish on Town website and Facebook.

**Misc.**

- Prepare “send off” speech for Mayor recognizing former Town Manager at Council Meeting.
- Attend 5/6/21 Meeting; Training/shadowing for meeting set up, A/V functions, and YouTube live stream.
- Inform Town Council that the Policy, Personnel and Ordinance committee meeting for 5/18 is cancelled.
- Research Town Manager and Interim Town Manager job ad to identify any discrepancies; Provide information to Town Council; Make changes to Town website, VML job listing(s) and VACo job listing(s); Research cost for Indeed and Monster.
- Per the PC Chairman’s request, revise Town website calendar to reflect the newly scheduled Planning Commission meeting for Monday, June 28, 2021 at 7pm.
- Assist staff in Municode functions for proper publishing of the Town Council Special Meeting on 5/24/21.
- Field emails/calls about renting Town Hall for private functions.
- General social media posts.



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

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

**DATE:** May 28, 2021

**PREPARED BY:** Tracy Wright

**MONTHLY REPORT / PROJECT UPDATE:**

- Completed audit field work
- Attended Pre-Construction Meeting for water/meter project
- Scheduled the monthly progress meetings for water/meter project.
- Monitored Town Manager and Recruitment Emails and processed information accordingly.
- Processed utility bills.
- 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

May 2021

<u>#USES</u>	<u>NAME OF USER</u>	<u>ACTIVITY</u>	<u>FEES</u>
2	Town Hall Activities	Class	0.00
1	Water Meter Replacement	Meeting	N/C
1	Town Council Meeting	Meeting	N/C
1	HOA Maury Heights	Meeting	N/C
1	TC Special Meeting	Meeting	N/C
1	Private party	Shower	\$175.00
1	Private Party	Wedding	\$675.00
8		Totals	\$850.00
.			

DEPT	HALF	CLASS	OTHER CHARGES	TAXES	PENALTY PAID	INT. PAID	PAYMENTS	ADJUSTMENTS	BALANCE DUE	COUNT
PP2016	1	PP	.00	.00	48.28	.00	1,487.59	.00	1,292.90	0
	1	VI	.00	.00	.00	.00	17.83	.00	1,675.17	90
		HALF TOTALS =	.00	.00	48.28	.00	1,505.42	.00	2,968.07	68
		DEPT# TOTALS =	.00	.00	48.28	18.70	1,505.42	.00	2,968.07	158
PP2017	1	PP	.00	.00	5.72	1.58	1,451.12	.00	1,755.77	114
	1	VI	.00	.00	.00	.00	184.33	.00	2,319.67	101
		HALF TOTALS =	.00	.00	5.72	1.58	1,635.45	.00	4,075.44	215
		DEPT# TOTALS =	.00	.00	5.72	1.58	1,635.45	.00	4,075.44	215
PP2018	1	MC	.00	.00	23.67	.00	3,215.10	.00	3,896.04	0
	1	PP	.00	.00	23.67	39.81	392.25	.00	5,162.75	194
	1	VI	.00	.00	23.67	39.81	3,607.35	.00	9,058.79	186
		HALF TOTALS =	.00	.00	23.67	39.81	3,607.35	.00	9,058.79	380
		DEPT# TOTALS =	.00	.00	23.67	39.81	3,607.35	.00	9,058.79	380
PP2019	1	PP	.00	.00	35.00	4.36	4,463.69	.00	6,291.92	250
	1	VI	.00	.00	35.00	.00	4,463.69	.00	6,475.00	217
		HALF TOTALS =	.00	.00	35.00	4.36	4,463.69	.00	12,766.92	467
		DEPT# TOTALS =	.00	.00	35.00	4.36	4,463.69	.00	12,766.92	467
PP2020	1	PP	.00	.00	30.40	1.61	5,662.36	.00	6,908.12	328
	1	VI	.00	.00	30.40	.00	186.78	.00	8,058.22	276
		HALF TOTALS =	.00	.00	30.40	1.61	5,849.14	.00	14,966.34	604
		DEPT# TOTALS =	.00	.00	30.40	1.61	5,849.14	.00	14,966.34	604
PP		TOTALS =	.00	.00	143.07	66.06	17,061.05	.00	43,835.56	1824
COMPANY TOTALS =			.00	.00	143.07	66.06	17,061.05	.00	43,835.56	1824
		DEPT. TOTALS				.00		.00		

DEPT	HALF	CLASS	OTHER CHARGES	TAXES	PENALTY PAID	INT. PAID	PAYMENTS	ADJUSTMENTS	BALANCE DUE	COUNT
RE2000	1		.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
RE2001	1		.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
RE2002	1		.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
RE2003	1		.00	59.08	.00	.00	.00	.00	59.08	1
	HALF	TOTALS =	.00	59.08	.00	.00	.00	.00	59.08	1
RE2004	1		.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
RE2005	1		.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
RE2006	1		.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
RE2007	1		.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
RE2008	1		.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
RE2009	1		.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
RE2010	1		.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
	DEPT#	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0

DEPT	HALF	CLASS	OTHER CHARGES	TAXES	PENALTY PAID	INT. PAID	PAYMENTS	ADJUSTMENTS	BALANCE DUE	COUNT
RE2011	1	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
	DEPT#	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
RE2012	1	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
	DEPT#	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
RE2013	1	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
	DEPT#	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
RE2014	1	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
	DEPT#	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
RE2015	1	TOTALS =	.00	22.20	6.78	.18	14.64-	.00	7.56	2
	HALF	TOTALS =	.00	22.20	6.78	.18	14.64-	.00	7.56	2
	2	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
	DEPT#	TOTALS =	.00	22.20	6.78	.18	14.64-	.00	7.56	2
RE2016	1	TOTALS =	.00	.65	.00	.00	.00	.00	.65	1
	HALF	TOTALS =	.00	.65	.00	.00	.00	.00	.65	1
	DEPT#	TOTALS =	.00	.65	.00	.00	.00	.00	.65	1
RE2017	1	TOTALS =	.00	.65	.00	.00	.00	.00	.65	1
	HALF	TOTALS =	.00	.65	.00	.00	.00	.00	.65	1
	DEPT#	TOTALS =	.00	.65	.00	.00	.00	.00	.65	1
RE2018	1	TOTALS =	.00	1,516.19	133.60	243.79	1,318.88-	.00	197.31	8
	HALF	TOTALS =	.00	1,516.19	133.60	243.79	1,318.88-	.00	197.31	8
	DEPT#	TOTALS =	.00	1,516.19	133.60	243.79	1,318.88-	.00	197.31	8
RE2019	1	TOTALS =	.00	1,778.14	.08	.11	95.59-	.00	1,682.55	12
	HALF	TOTALS =	.00	1,778.14	.08	.11	95.59-	.00	1,682.55	12
	DEPT#	TOTALS =	.00	1,778.14	.08	.11	95.59-	.00	1,682.55	12
RE2020	1	TOTALS =	.00	7,687.54	70.43	16.19	1,290.68-	.00	6,396.86	43
	HALF	TOTALS =	.00	7,687.54	70.43	16.19	1,290.68-	.00	6,396.86	43
	DEPT#	TOTALS =	.00	7,687.54	70.43	16.19	1,290.68-	.00	6,396.86	43
RE		TOTALS =	.00	11,064.45	210.89	260.27	2,719.79-	.00	8,344.66	68
COMPANY		TOTALS =	.00	11,064.45	210.89	260.27	2,719.79-	.00	8,344.66	68



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	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
	DEPT#	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
TD2012	1	01	.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
	DEPT#	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
TD2013	1	01	.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
	DEPT#	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
TD2014	1	01	.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
	DEPT#	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
TD2015	1	01	.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
	DEPT#	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
TD2016	1	01	.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
	DEPT#	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
TD2017	1	01	.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
	DEPT#	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
TD2018	1	01	.00	.00	.00	.00	.00	.00	.00	0
	HALF	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
	DEPT#	TOTALS =	.00	.00	.00	.00	.00	.00	.00	0
TD2019	1	01	.00	1,960.26	28.46	31.31	299.53-	.00	1,660.73	3
	HALF	TOTALS =	.00	1,960.26	28.46	31.31	299.53-	.00	1,660.73	3
	DEPT#	TOTALS =	.00	1,960.26	28.46	31.31	299.53-	.00	1,660.73	3
TD2020	1	01	.00	5,152.00	.00	.00	.00	.00	5,152.00	4
	HALF	TOTALS =	.00	5,152.00	.00	.00	.00	.00	5,152.00	4
	DEPT#	TOTALS =	.00	5,152.00	.00	.00	.00	.00	5,152.00	4
TD		TOTALS =	.00	7,112.26	28.46	31.31	299.53-	.00	6,812.73	7
	COMPANY TOTALS =		.00	7,112.26	28.46	31.31	299.53-	.00	6,812.73	7

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	1,144.09	140,694.25	805.75	.56
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	303.88	42,996.35	9,503.65	18.10
11060	***PENALTY & INTEREST***	6,000.00	6,000.00	573.76	4,925.55	1,074.45	17.90
15010	INTEREST EARNED	5,000.00	5,000.00	100.05	2,422.44	2,577.56	51.55
16099	***REPULSE COLLECTION FEES***	89,301.00	89,301.00	15,115.49	76,893.82	12,407.18	13.89
120101	SALES TAX	32,000.00	32,000.00	11,874.05	35,813.55	3,813.55-	11.91-
120201	CONSUMER UTILITY TAX	30,000.00	30,000.00	3,052.66	29,534.40	465.60	1.55
120301	BUSINESS LICENSE	68,000.00	68,000.00	1,815.04	90,875.55	22,875.55-	33.64-
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	317,842.00	317,842.00	67,842.00-	27.13-
121001	TRANSPORT OCCUPANCY TAX	4,500.00	4,500.00	556.09	3,229.26	1,270.74	28.23
121101	MEALS TAX	200,000.00	200,000.00	50,547.77	239,490.45	39,490.45-	19.74-
130306	***PERMITS, FEES AND LICENSES***	3,000.00	3,000.00	740.00	5,805.00	2,805.00-	93.50-
140101	***FINES AND FORFEITURES***	43,100.00	43,100.00	2,944.90	21,067.06	22,032.94	51.12
150201	***RENTALS***	26,000.00	26,000.00	1,475.00	15,516.42	10,483.58	40.32
189000	** OTHER LOCAL REVENUE **	2,100.00	2,100.00	.00	12,000.00	9,900.00-	471.42-
220109	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	PTRA REIMBURSEMENT-STATE	21,900.00	21,900.00	.00	21,907.50	7.50-	.03-
220111	COMMUNICATIONS TAX	38,000.00	38,000.00	5,011.59	237,794.01	9,595.99	3.87
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	16,724.47	25,127.85	25,127.85-	100.00-
	--FUND TOTAL--	1,330,479.00	1,539,869.00	430,409.68	1,418,519.88	121,349.12	7.88

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	50.00	2,690.00	10,310.00	79.30
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	50.00	8,690.00	10,810.00	55.43

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-

5/28/2021 \*GL060AA\*

TOWN OF BOWLING GREEN  
REVENUE SUMMARY  
7/01/2020 - 5/28/2021

TIME 14:28

PAGE 2

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	476,395.02	980,729.56	1,960,400.44
410501	***SAVINGS TRANSFER***	253,986.00	253,986.00	.00	253,986.00	.00
	-- FUND TOTAL--	3,195,116.00	3,195,116.00	476,395.02	1,234,715.56	1,960,400.44

FUND # -520 ** SEWER OPERATIONS **						
16099	SEWER SALES	422,250.00	427,071.79	249,281.34	782,770.35	355,698.56
410501	USE OF FUND BALANCE	161,270.00	161,270.00	.00	161,270.00	.00
	-- FUND TOTAL--	583,520.00	588,341.79	249,281.34	944,040.35	355,698.56

	--FINAL TOTAL--	5,128,615.00	5,449,336.79	1,156,136.04	3,712,820.16	1,736,516.63
						31.86

TOWN OF BOWLING GREEN  
EXPENDITURE SUMMARY  
7/01/2020 - 5/28/2021

ACCT#	DESCRIPTION	BUDGET AMOUNT	APPR. AMOUNT	CURRENT AMOUNT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAINING
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FUND # -100 \*\*\*GENERAL FUND EXPENDITURES\*\*\*

12110	**COUNCIL AND ADMINSTRATOR EXPENSES	275,198.00	484,588.00	34,813.40	417,757.27	.00	66,830.73	13.79
12410	***TREASURER'S EXPENSES***	257,176.00	257,176.00	58,057.76	263,903.09	.00	6,727.09	-2.61
31100	***POLICE DEPT. EXPENSES***	143,682.00	143,682.00	27,571.33	123,948.94	.00	20,733.06	14.42
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	44,209.61	260,247.63	.00	39,222.37	13.09
410501	***TRANSPPERS 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	164,652.10	1,505,935.80	.00	115,236.20	7.10

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	106,569.60	386,265.70	.00	67,582.30	14.89
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	109,069.60	623,106.70	.00	2,530,741.30	80.24

FUND # -520 \*\*\*SEWER OPERATIONS\*\*\*

500100	***SEWER OPERATIONS***	586,537.00	591,358.79	84,061.20	589,901.97	.00	1,456.82	.24
	--FUND TOTAL--	586,537.00	591,358.79	84,061.20	589,901.97	.00	1,456.82	.24

--FINAL TOTAL--

		5,172,117.00	5,492,838.79	357,782.90	2,831,383.56	.00	2,661,455.23	48.45
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**TOWN OF BOWLING GREEN  
TOWN COUNCIL MEETING  
AGENDA ITEM REPORT**

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

**BACKGROUND / SUMMARY:**

Invoices for items purchased and services rendered in May 2021

**ATTACHMENTS:**

Check Reports:

- 5-03-2021
- 5-07-2021
- 5-18-2021
- 5-19-2021
- 5-25-2021

**REQUESTED ACTION:**

Approve invoices.

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
26129	257	ON SITE PC	000	5/03/2021	1,465.20	.00
					1,465.20	.00

ACH TOTAL .00  
 CHECK TOTAL 1,465.20  
 EPY TOTAL .00  
 FINAL TOTAL 1,465.20

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 1,465.20- 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 G/L	ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	000257	ON SITE PC	1927	5/03/2021		4100-012110-5250-	1,465.20	26129			TELECOMMUNICATIONS	00875 10'S LAP TOP
		DISC. TOTAL	.00				.00					
		CHECK TOTAL	1,465.20				1,465.20					
		CHECK TOTAL	.00				.00					
		CHECK TOTAL	1,465.20				1,465.20					
		CHECK TOTAL	.00				.00					
		CHECK TOTAL	1,465.20				1,465.20					
		CHECK TOTAL	.00				.00					
		CHECK TOTAL	1,465.20				1,465.20					

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DATE \_\_\_\_\_ TOWN MANAGER \_\_\_\_\_



CHECK#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
26136	18 A & M HOME CENTER	000	5/07/2021	104.15	.00
26137	536 CAS SEVERN	000	5/07/2021	56.50	.00
26138	14 CINTAS OF RICHMOND	000	5/07/2021	754.40	.00
26139	1017 CORE & MAIN	000	5/07/2021	695.35	.00
26140	1058 DIAMOND SPRINGS	000	5/07/2021	89.30	.00
26141	319 DITCH WITCH OF VIRGINIA	000	5/07/2021	46,982.81	.00
26142	813 FOLEY HEATHER	000	5/07/2021	3,600.00	.00
26143	1118 GIBSON'S SOFT SERVE	000	5/07/2021	30.00	.00
26144	999999 HART JASMINE	000	5/07/2021	50.00	.00
26145	1115 JUSTTECH	000	5/07/2021	176.63	.00
26146	512 MID-ATLANTIC	000	5/07/2021	6,822.00	.00
26147	1089 SNAP-ON TOOLS	000	5/07/2021	1,687.76	.00
26148	1119 VML/VACO FINANCE	000	5/07/2021	1,617.50	.00
26149	44 VUPS	000	5/07/2021	85.05	.00
26150	999999 WASHINGTON KENTRALE	000	5/07/2021	150.00	.00
26151	12 WASTE MANAGEMENT	000	5/07/2021	7,823.86	.00
26152	1114 XEROX FINANCIAL SERVICES CLASS TOTAL	000	5/07/2021	123.22	.00
ACH TOTAL				.00	
CHECK TOTAL				70,848.53	
EPY TOTAL				.00	
FINAL TOTAL				70,848.53	.00

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 THE TOTAL 70,848.53 - 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 PMT	ACH AMT	BATCH INV. DESCRIPTION
0000000	000018	A & M HOME CENTER	B48547	5/07/2021		4100-043100-7200-	27.99	26136			TOWN HALL EXPENSES
0000000	000018		C50364	5/07/2021		4500-500100-6007-	7.48	26136			REPAIR/MAINTENANCE
0000000	000018		C50545	5/07/2021		4520-500100-6011-	12.48	26136			REPAIR/ MAINTENANCE
0000000	000018		C50632	5/07/2021		4100-043100-6009-	9.50	26136			EQUIPMENT/ SUPPLIES
0000000	000018		C50776	5/07/2021		4100-043100-7110-	26.23	26136			PARKING LOT/STREET/SIDEMALK
0000000	000018		C51717	5/07/2021		4100-043100-6099-	20.47	26136			EQUIPMENT/ SUPPLIES
		DISC. TOTAL					.00				
		CHECK TOTAL					104.15				
0000000	000536	CMS SEVERN	438645	5/07/2021		4100-012110-5830-	56.50	26137			COVID-19 EXPENSES
		DISC. TOTAL					.00				
		CHECK TOTAL					56.50				
											00876 TRACY'S COMPUTER

0000000	000014	CINTAS OF RICHMOND	1902108097	5/07/2021		4100-043100-6011-	29.48	26138			UNIFORMS/ SAFETY EQUIP
0000000	000014		1902108097	5/07/2021		4500-500100-6011-	29.48	26138			UNIFORMS/SAFETY EQUIP
0000000	000014		1902108097	5/07/2021		4520-500100-6011-	29.48	26138			UNIFORMS/ SAFETY EQUIPMENT
0000000	000014		1902116053	5/07/2021		4500-500100-6011-	29.48	26138			UNIFORMS/SAFETY EQUIP
0000000	000014		4061288853	5/07/2021		4100-043100-6011-	41.08	26138			UNIFORMS/ SAFETY EQUIP
0000000	000014		4061288853	5/07/2021		4500-500100-6011-	40.58	26138			UNIFORMS/SAFETY EQUIP
0000000	000014		4061288853	5/07/2021		4520-500100-6011-	77.46	26138			UNIFORMS/ SAFETY EQUIPMENT
0000000	000014		4080628345	5/07/2021		4100-043100-6011-	41.08	26138			UNIFORMS/ SAFETY EQUIP
0000000	000014		4080628345	5/07/2021		4500-500100-6011-	40.58	26138			UNIFORMS/SAFETY EQUIP
0000000	000014		4080628345	5/07/2021		4520-500100-6011-	77.46	26138			UNIFORMS/ SAFETY EQUIPMENT
0000000	000014		4081938189	5/07/2021		4100-043100-6011-	41.08	26138			UNIFORMS/ SAFETY EQUIP
0000000	000014		4081938189	5/07/2021		4500-500100-6011-	40.58	26138			UNIFORMS/SAFETY EQUIP
0000000	000014		4081938189	5/07/2021		4520-500100-6011-	77.46	26138			UNIFORMS/ SAFETY EQUIPMENT
0000000	000014		4082590885	5/07/2021		4100-043100-6011-	41.08	26138			UNIFORMS/ SAFETY EQUIP
0000000	000014		4082590885	5/07/2021		4500-500100-6011-	40.58	26138			UNIFORMS/SAFETY EQUIP
0000000	000014		4082590885	5/07/2021		4520-500100-6011-	77.46	26138			UNIFORMS/ SAFETY EQUIPMENT
		DISC. TOTAL					.00				
		CHECK TOTAL					754.40				
											00876 METERS

0000000	001017	CORE & MAIN	0093983	5/07/2021		4500-500100-6050-	695.35	26139			METER/FIRE HYDRANTS
		DISC. TOTAL					.00				
		CHECK TOTAL					695.35				
											00876 METERS
0000000	001058	DIAMOND SPRINGS	2021-04	5/07/2021		4100-043100-7200-	9.95	26140			TOWN HALL EXPENSES
0000000	001058		2021-04	5/07/2021		4100-043100-7200-	38.00	26140			TOWN HALL EXPENSES
0000000	001058		2021-04	5/07/2021		4500-500100-5840-	41.35	26140			MISCELLANEOUS
		DISC. TOTAL					.00				
		CHECK TOTAL					89.30				
											00876 WWTP
0000000	000319	DITCH WITCH OF VIRGINIA	E00351	5/07/2021		4500-500100-6099-	46,982.81	26141			EQUIPMENT/SUPPLIES
		DISC. TOTAL					.00				
		CHECK TOTAL					46,982.81				
											00876 EXCAVATOR
0000000	000813	FOLEY HEATHER	20210507	5/07/2021		4100-012410-3150-	3,600.00	26142			PROFESSIONAL SERVICES - CPA
		DISC. TOTAL					.00				
		CHECK TOTAL					3,600.00				
											00876 JAN - MARCH CPA
0000000	001118	GIBSON'S SOFT SERVE	20210507	5/07/2021		4100-012110-3100-	30.00	26143			CONTINGENCY
		DISC. TOTAL					.00				
		CHECK TOTAL					30.00				
											00876 YOUTUBER SUBSCRIBER
0000000	999999	HART JASMINE	THDR 2021-05-02	5/07/2021		100-000200-3500-	50.00	26144			REFUNDS PAYABLE
		DISC. TOTAL					.00				
		CHECK TOTAL					50.00				
											00876 THDR 2021-05-02
0000000	001115	JUSTTECH	66025	5/07/2021		4100-012410-3310-	176.63	26145			OFFICE EQUIPMENT
		DISC. TOTAL					.00				
		CHECK TOTAL					176.63				
											00876 2021-04

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH ACH PMT	G/L ACCOUNT	DESC.	BATCH INV. DESCRIPTION
0000000	000512	MID-ATLANTIC	42011	5/07/2021		4100-012110-3100-	6,822.00	26146			CONTINGENCY	00876 2021 TAHOE EQUIPME
		DISC. TOTAL			6,822.00		.00	EPY PMT TOTAL			TOTAL	6,822.00
0000000	001089	SNAP-ON TOOLS	042121122935	5/07/2021		4500-500100-6009-	899.01	26147			EQUIPMENT/SUPPLIES	00876 UPDATE SCAN TOOL
0000000	001089		042821123137	5/07/2021		4500-500100-6006-	565.00	26147			HAND TOOLS	00876 SOCKET SET
0000000	001089		042821123137	5/07/2021		4500-500100-6006-	33.75	26147			HAND TOOLS	00876 PLIERS
0000000	001089		042821123137	5/07/2021		4500-500100-6006-	190.00	26147			HAND TOOLS	00876 SOCKET SET
		DISC. TOTAL					.00	EPY PMT TOTAL			TOTAL	1,687.76
0000000	001119	VMI/VACO FINANCE	1048	5/07/2021		4100-012410-3150-	1,617.50	26148			PROFESSIONAL SERVICES - CPA	00876 CPA
		DISC. TOTAL					.00	EPY PMT TOTAL			TOTAL	1,617.50
0000000	000044	VUPS	04210455	5/07/2021		4500-500100-5899-	85.05	26149			MISS UTILITY COSTS	00876 TRANSMISSIONS
		DISC. TOTAL					.00	EPY PMT TOTAL			TOTAL	85.05
0000000	999999	WASHINGTON KENTRALE	THDR2021-05-08	5/07/2021		100-000200-3500-	150.00	26150			REFUNDS PAYABLE	00876 CANCELLED COVID
		DISC. TOTAL					.00	EPY PMT TOTAL			TOTAL	150.00
0000000	000012	MASTE MANAGEMENT	273236702810	5/07/2021		4520-500100-3320-	89.71	26151			PROFESSIONAL SERVICES	00876 WMTF
0000000	000012		273263102819	5/07/2021		4100-043100-7130-	1,592.16	26151			REFUSE COLLECTION	00876 DUMPESTER
0000000	000012		351052924245	5/07/2021		4100-043100-7130-	6,141.99	26151			REFUSE COLLECTION	00876 RESIDENTS
		DISC. TOTAL					.00	EPY PMT TOTAL			TOTAL	7,823.86
0000000	001114	XEROX FINANCIAL SERVICES	2589277	5/07/2021		4100-012410-3310-	123.22	26152			OFFICE EQUIPMENT	00876 LEASE
		DISC. TOTAL					.00	EPY PMT TOTAL			TOTAL	123.22
		DISC. TOTAL					.00	EPY PMT TOTAL			TOTAL	70,848.53

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 70,848.53 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE

TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
26153	10	DONINGTON VIRGINIA POWER	000	5/14/2021	5,820.84	.00
26154	234	ENVIROCOMPLIANCE LAB INC	000	5/14/2021	1,290.00	.00
26155	234	ENVIROCOMPLIANCE LAB INC	000	5/14/2021	270.00	.00
26156	28	G & G MILLFORD FARM SERV.	000	5/14/2021	456.36	.00
26157	120	KAY UNIFORMS #1	000	5/14/2021	320.00	.00
26158	505	POWER & FLOW SOLUTIONS	000	5/14/2021	543.27	.00
26159	1089	SNAP-ON TOOLS	000	5/14/2021	1,047.45	.00
26160	1002	VACORP	000	5/14/2021	124.97	.00
26161	12	WASTE MANAGEMENT	000	5/14/2021	94.35	.00
26162	1049	MEX BANK	000	5/14/2021	972.23	.00
		CLASS TOTAL			10,939.47	.00
		ACH TOTAL			.00	
		CHECK TOTAL			10,939.47	
		EPY TOTAL			.00	
		FINAL TOTAL			10,939.47	.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 10,939.47- 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 ACH PMT	BATCH INV. DESCRIPTION
0000000	000010	DOMINION VIRGINIA POWER	2021-04	5/14/2021		4100-043100-7200-	517.56	26153			TOWN HALL EXPENSES
0000000	000010		2021-04	5/14/2021		4100-043100-7200-	48.17	26153			TOWN HALL EXPENSES
0000000	000010		2021-04	5/14/2021		4100-043100-5110-	1,652.92	26153			ELECTRICITY-STREETLIGHTS
0000000	000010		2021-04	5/14/2021		4100-043100-5110-	44.92	26153			ELECTRICITY-STREETLIGHTS
0000000	000010		2021-04	5/14/2021		4100-031100-5110-	53.15	26153			ELECTRICITY
0000000	000010		2021-04	5/14/2021		4500-500100-5110-	327.62	26153			ELECTRICITY
0000000	000010		2021-04	5/14/2021		4500-500100-5110-	239.58	26153			ELECTRICITY
0000000	000010		2021-04	5/14/2021		4500-500100-5110-	644.55	26153			ELECTRICITY
0000000	000010		2021-04	5/14/2021		4520-500100-5110-	2,059.01	26153			ELECTRICITY
0000000	000010		2021-04	5/14/2021		4520-500100-5110-	37.94	26153			ELECTRICITY
0000000	000010		2021-04	5/14/2021		4520-500100-5110-	15.74	26153			ELECTRICITY
0000000	000010		2021-04	5/14/2021		4520-500100-5110-	75.48	26153			ELECTRICITY
0000000	000010		2021-04	5/14/2021		4520-500100-5110-	104.20	26153			ELECTRICITY
DISC. TOTAL		CHECK TOTAL	2021-04	5/14/2021			.00				TOTAL
							5,820.84				TOTAL
0000000	000234	ENVITROCOMPLIANCE LAB INC	R1353843	5/14/2021		4520-500100-3160-	115.00	26154			TESTING
0000000	000234		R1353873	5/14/2021		4520-500100-3160-	115.00	26154			TESTING
0000000	000234		R1353898	5/14/2021		4520-500100-3160-	155.00	26154			TESTING
0000000	000234		R1453992	5/14/2021		4520-500100-3160-	115.00	26154			TESTING
0000000	000234		R1454010	5/14/2021		4520-500100-3160-	115.00	26154			TESTING
0000000	000234		R1454054	5/14/2021		4520-500100-3160-	175.00	26154			TESTING
0000000	000234		R1454156	5/14/2021		4520-500100-3160-	115.00	26154			TESTING
0000000	000234		R1454180	5/14/2021		4520-500100-3160-	115.00	26154			TESTING
0000000	000234		R1454214	5/14/2021		4520-500100-3160-	155.00	26154			TESTING
DISC. TOTAL		CHECK TOTAL	R1454304	5/14/2021			1,290.00				TOTAL
							.00				TOTAL
0000000	000234	ENVITROCOMPLIANCE LAB INC	R1454327	5/14/2021		4520-500100-3160-	115.00	26155			TESTING
0000000	000234		R1454367	5/14/2021		4520-500100-3160-	155.00	26155			TESTING
DISC. TOTAL		CHECK TOTAL		5/14/2021			.00				TOTAL
							270.00				TOTAL
0000000	000028	G & G MILFORD FARM SERV.	190185	5/14/2021		4500-500100-6007-	111.92	26156			REPAIR/MAINTENANCE
0000000	000028		190244	5/14/2021		4100-043100-6009-	34.97	26156			EQUIPMENT/ SUPPLIES
0000000	000028		190304	5/14/2021		4100-043100-6006-	84.98	26156			HAND TOOLS
0000000	000028		190320	5/14/2021		4100-043100-6006-	26.15	26156			HAND TOOLS
0000000	000028		190405	5/14/2021		4520-500100-6030-	54.99	26156			PLANT & LAB SUPPLIES/CHEMICALS
0000000	000028		190433	5/14/2021		4100-043100-6009-	15.36	26156			EQUIPMENT/ SUPPLIES
0000000	000028		190456	5/14/2021		4100-043100-6009-	119.99	26156			EQUIPMENT/ SUPPLIES
0000000	000028		190521	5/14/2021		4100-043100-6009-	8.00	26156			EQUIPMENT/ SUPPLIES
DISC. TOTAL		CHECK TOTAL		5/14/2021			.00				TOTAL
							456.36				TOTAL
0000000	000120	KAY UNIFORMS #1	R1353716	5/14/2021		4520-500100-3160-	320.00	26157			TESTING
DISC. TOTAL		CHECK TOTAL		5/14/2021			.00				TOTAL
							320.00				TOTAL
0000000	000505	POWER & FLOW SOLUTIONS	2115	5/14/2021		4520-500100-6007-	543.27	26158			REPAIR/ MAINTENANCE
DISC. TOTAL		CHECK TOTAL		5/14/2021			.00				TOTAL
							543.27				TOTAL
0000000	001089	SNAP-ON TOOLS	050521133453	5/14/2021		4500-500100-6006-	153.00	26159			HAND TOOLS
0000000	001089		050521133453	5/14/2021		4500-500100-6006-	330.50	26159			HAND TOOLS
0000000	001089		051221133715	5/14/2021		4500-500100-6006-	299.00	26159			HAND TOOLS
0000000	001089		051221133715	5/14/2021		4500-500100-6006-	264.95	26159			HAND TOOLS
DISC. TOTAL		CHECK TOTAL		5/14/2021			.00				TOTAL
							1,047.45				TOTAL

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCR'L	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH G/L	ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	001002	VACORP	2021-04	5/14/2021		4100-012110-2500-	56.23	26160			DISABILITY INSURANCE - VML	00877 HYBRID DISABILITY
0000000	001002		2021-04	5/14/2021		4100-012410-2500-	15.01	26160			HYBRID DISABILITY INSURANCE	00877 HYBRID DISABILITY
0000000	001002		2021-04	5/14/2021		4100-043100-2500-	18.74	26160			HYBRID DISABILITY INSURANCE	00877 HYBRID DISABILITY
0000000	001002		2021-04	5/14/2021		4500-500100-2500-	7.50	26160			HYBRID DISABILITY INS	00877 HYBRID DISABILITY
0000000	001002		2021-04	5/14/2021		4520-500100-2500-	27.49	26160			HYBRID DISABILITY INS	00877 HYBRID DISABILITY
		DISC. TOTAL					.00					124.97
		CHECK TOTAL					94.35	26161			SLUDGE REMOVAL	00877 SLUDGE
0000000	000012	WASTE MANAGEMENT	27351902815	5/14/2021		4520-500100-3180-	.00					94.35
		DISC. TOTAL					.00					
		CHECK TOTAL					94.35				TOTAL	
0000000	001049	WEX BANK	2021-04	5/14/2021		4100-031100-6008-	301.62	26162			VEHICLE FUEL/OIL	00877 PC
0000000	001049		2021-04	5/14/2021		4100-043100-6008-	223.53	26162			VEHICLE FUEL/OIL	00877 PC
0000000	001049		2021-04	5/14/2021		4500-500100-6008-	223.54	26162			VEHICLE FUEL/OIL	00877 WATER
0000000	001049		2021-04	5/14/2021		4520-500100-6008-	223.54	26162			VEHICLE FUEL & OIL	00877 SEWER
		DISC. TOTAL					.00					972.23
		CHECK TOTAL					10,939.47				TOTAL	10,939.47
		CHECK TOTAL					10,939.47				TOTAL	10,939.47

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 10,939.47- 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 ACH PMT TOTAL	G/L ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	000234	ENVIRONMENTAL COMPLIANCE LAB INC	R1353716	5/14/2021		4520-500100-3160-	320.00	26163		TESTING	00878 TESTING
		DISC. TOTAL					.00				320.00
		CHECK TOTAL					.00				320.00
		CHECK TOTAL					.00				320.00
		CHECK TOTAL					.00				320.00

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 320.00 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE \_\_\_\_\_ TOWN MANAGER \_\_\_\_\_

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
26175	27	ARC3 GASES	000	5/21/2021	150.00	.00
26176	897	CINTAS CORPORATION	000	5/21/2021	38.51	.00
26177	679	DAVID L BROOKS HAULING &	000	5/21/2021	98.00	.00
26178	1052	ENCO UTILITY SERVICES FLO	000	5/21/2021	553.92	.00
26179	237	GRAINGER	000	5/21/2021	806.99	.00
26180	48	MID-ATLANTIC LAB	000	5/21/2021	90.00	.00
26181	11	RAPPAHANNOCK ELEC COOP	000	5/21/2021	462.66	.00
26182	659	SOSMETAL PRODUCTS INC	000	5/21/2021	157.91	.00
		CLASS TOTAL			2,357.99	.00
		ACH TOTAL			.00	
		CHECK TOTAL			2,357.99	
		EPY TOTAL			.00	
		FINAL TOTAL			2,357.99	.00

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 THE TOTAL 2,357.99- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

\_\_\_\_\_  
 DATE

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 TOWN MANAGER



P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH G/L	ACCOUNT DESC.	BATCH	INV.DESCRPTION
0000000	000027	ARC3 GASES	07984565	5/21/2021		4500-500100-6007-	150.00	26175			REPAIR/MAINTENANCE	00879	ANNUAL RENEWAL
		DISC. TOTAL	.00	CHECK TOTAL	150.00	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL		150.00
0000000	000897	CINTAS CORPORATION	8405141334	5/21/2021		4520-500100-6011-	38.51	26176			UNIFORMS/ SAFETY EQUIPMENT	00879	FIRST AID
		DISC. TOTAL	.00	CHECK TOTAL	38.51	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL		38.51
0000000	000679	DAVID L BROOKS HAULING &	24213	5/21/2021		4520-500100-6030-	98.00	26177			PLANT & LAB SUPPLIES/CHEMICAL	00879	HAULING SAND WWTP
		DISC. TOTAL	.00	CHECK TOTAL	98.00	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL		98.00
0000000	001052	ENCO UTILITY SERVICES FLO	16467	5/21/2021		4520-500100-5210-	553.92	26178			MAILING COSTS	00879	UTILITY STATEMENTS
		DISC. TOTAL	.00	CHECK TOTAL	553.92	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL		553.92
0000000	000237	GRAINGER	9897905478	5/21/2021		4500-500100-6005-	49.02	26179			JANITORIAL SUPPLIES	00879	CLOTH RAGS
0000000	000237		9898197372	5/21/2021		4500-500100-6005-	310.28	26179			JANITORIAL SUPPLIES	00879	ENTRANCE MATS
0000000	000237		9898197372	5/21/2021		4500-500100-6009-	192.55	26179			EQUIPMENT/SUPPLIES	00879	RAKES, TELE POLE
0000000	000237		9899710751	5/21/2021		4500-500100-6009-	172.74	26179			EQUIPMENT/SUPPLIES	00879	PINTLE HOOKS
0000000	000237		9899710751	5/21/2021		4500-500100-6005-	82.40	26179			JANITORIAL SUPPLIES	00879	JANITORIAL SUPPLIE
		DISC. TOTAL	.00	CHECK TOTAL	806.99	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL		806.99
0000000	000048	MID-ATLANTIC LAB	16085	5/21/2021		4500-500100-6022-	90.00	26180			WATER TESTING	00879	24 HR TEST
		DISC. TOTAL	.00	CHECK TOTAL	90.00	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL		90.00
0000000	000011	RAPPAHANNOCK ELEC COOP	2021-04	5/21/2021		4100-043100-5110-	51.27	26181			ELECTRICITY-STREETLIGHTS	00879	CEDAR TRANS ONHILL
0000000	000011		2021-04	5/21/2021		4500-500100-5110-	255.25	26181			ELECTRICITY	00879	WELL #4
0000000	000011		2021-04	5/21/2021		4500-500100-5110-	22.05	26181			ELECTRICITY	00879	RT 2 TOWER LIGHT
0000000	000011		2021-04	5/21/2021		4500-500100-5110-	81.03	26181			ELECTRICITY	00879	LAKEWOOD PMP STAT
0000000	000011		2021-04	5/21/2021		4520-500100-5110-	25.56	26181			ELECTRICITY	00879	OAK RIDGE PMP STAT
0000000	000011		2021-04	5/21/2021		4520-500100-5110-	27.50	26181			ELECTRICITY	00879	CEDAR LN WAREHOUSE
		DISC. TOTAL	.00	CHECK TOTAL	462.66	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL		462.66
0000000	000659	SOSMETAL PRODUCTS INC	1439631	5/21/2021		4520-500100-6030-	157.91	26182			PLANT & LAB SUPPLIES/CHEMICAL	00879	SILICONE LUBE
		DISC. TOTAL	.00	CHECK TOTAL	157.91	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL		157.91
			.00	CHECK TOTAL	2,357.99	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL		2,357.99
			.00	CHECK TOTAL	2,357.99	ACH PMT TOTAL	.00	CPA PMT TOTAL			TOTAL		2,357.99

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 THE TOTAL 2,357.99- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE

TOWN MANAGER

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
26184	237	GRAINGER	000	5/28/2021	102.30	.00
26185	280	KUSTOM SIGNALS INC	000	5/28/2021	9,147.00	.00
26186	179	LUCK STONE CORPORATION	000	5/28/2021	372.40	.00
26187	1089	SNAP-ON TOOLS	000	5/28/2021	450.95	.00
26188	878	WHITE OAK ELECTRIC	000	5/28/2021	34,782.80	.00
		CLASS TOTAL			44,855.45	.00
		ACH TOTAL			.00	
		CHECK TOTAL			44,855.45	
		EPY TOTAL			.00	
		FINAL TOTAL			44,855.45	.00

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 THE TOTAL 44,855.45- 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	EQUIPMENT/SUPPLIES	BATCH INV. DESCRIPTION
0000000	000237	GRAINGER	9906588760	5/28/2021		4500-500100-6009-	102.30	26184			EQUIPMENT/SUPPLIES	00881 WATER HOSE, BROOM
		DISC. TOTAL					.00	EPY PMT TOTAL				102.30
0000000	000280	KUSTOM SIGNALS INC	584289	5/28/2021		4100-031100-6010-	9,147.00	26185			EQUIPMENT/SUPPLIES	00881 RADAR TRAILER
		DISC. TOTAL					.00	EPY PMT TOTAL				9,147.00
0000000	000179	LUCK STONE CORPORATION	IV-101414347	5/28/2021		4520-500100-6007-	372.40	26186			REPAIR/ MAINTENANCE	00881 SAND FOR WWTP
		DISC. TOTAL					.00	EPY PMT TOTAL				372.40
0000000	001089	SNAP-ON TOOLS	051921123994	5/28/2021		4500-500100-6006-	450.95	26187			HAND TOOLS	00881 RATCHET
		DISC. TOTAL					.00	EPY PMT TOTAL				450.95
0000000	000878	WHITE OAK ELECTRIC	3122	5/28/2021		4520-500100-6007-	6,355.20	26188			REPAIR/ MAINTENANCE	00881 IACX IN GRINDER PM
		DISC. TOTAL					7,727.60	26188			REPAIR/ MAINTENANCE	00881 TRANS SW 301 LIFT
		DISC. TOTAL					20,700.00	26188			REPAIR/ MAINTENANCE	00881 GENERATOR WELL #5
		DISC. TOTAL					.00	EPY PMT TOTAL				34,782.80
		CHECK TOTAL					44,855.45				TOTAL	44,855.45
		CHECK TOTAL					44,855.45				TOTAL	44,855.45

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 THE TOTAL 44,855.45 - EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE \_\_\_\_\_ TOWN MANAGER \_\_\_\_\_

CHECK#	VEND#	VENDOR	CLASS	DATE	AMOUNT	DISCOUNT
26167	41	VISA	000	5/21/2021	2,909.12	.00
26168	41	VISA	000	5/21/2021	633.32	.00
26169	41	VISA	000	5/21/2021	997.84	.00
26170	41	VISA	000	5/21/2021	374.77	.00
CLASS TOTAL					4,915.05	.00
ACH TOTAL					.00	
CHECK TOTAL					4,915.05	
EPY TOTAL					.00	
FINAL TOTAL					4,915.05	.00

*Checks printed wrong new checks*

*26171  
26172  
26173  
26174*

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 4,915.05- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE \_\_\_\_\_ TOWN MANAGER \_\_\_\_\_

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCHL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT	BATCH INV. DESCRIPTION
0000000	000041	VISA	ED 1 IHDC	5/21/2021		4100-012410-5545-	825.00	26167			CONFERENCE EXPENSES/TRAINING
0000000	000041	VISA	ED 2 CLUB	5/21/2021		4100-012410-5545-	100.00	26167			CONFERENCE EXPENSES/TRAINING
0000000	000041	VISA	ED 3 CLUB VAZO	5/21/2021		4100-012410-5545-	300.00	26167			CONFERENCE EXPENSES/TRAINING
0000000	000041	VISA	PW 1 WALMART 2	5/21/2021		4500-500100-6009-	127.51	26167			OFFICE SUPPLIES/EQUIPMENT
0000000	000041	VISA	PW 1 WALMART 2	5/21/2021		4500-500100-6001-	36.88	26167			VEHICLE MAINT
0000000	000041	VISA	PW 10 ROCK AUTO	5/21/2021		4100-043100-3311-	64.42	26167			VEHICLE MAINTENANCE
0000000	000041	VISA	PW 10 ROCK AUTO	5/21/2021		4500-500100-3311-	64.42	26167			VEHICLE MAINTENANCE
0000000	000041	VISA	PW 10 ROCK AUTO	5/21/2021		4520-500100-3311-	64.43	26167			VEHICLE MAINTENANCE
0000000	000041	VISA	PW 11 AMAZON	5/21/2021		4100-043100-6009-	27.51	26167			EQUIPMENT/ SUPPLIES
0000000	000041	VISA	PW 12 AMAZON	5/21/2021		4100-043100-6009-	45.13	26167			EQUIPMENT/ SUPPLIES
0000000	000041	VISA	PW 13 HARBOR	5/21/2021		4500-500100-6009-	949.99	26167			EQUIPMENT/ SUPPLIES
0000000	000041	VISA	PW 14 WALMART	5/21/2021		4100-043100-6009-	58.00	26167			EQUIPMENT/ SUPPLIES
0000000	000041	VISA	PW 14 WALMART	5/21/2021		4500-500100-6005-	49.43	26167			JANITORIAL SUPPLIES
0000000	000041	VISA	PW 14 WALMART	5/21/2021		4500-500100-3311-	69.81	26167			VEHICLE MAINTENANCE
0000000	000041	VISA	PW 15 AMAZON	5/21/2021		4100-043100-6009-	126.59	26167			EQUIPMENT/ SUPPLIES
DISC. TOTAL							2,909.12		.00	EBY PMT TOTAL	TOTAL

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCHL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT	BATCH INV. DESCRIPTION
0000000	000041	VISA	PW 16 AMAZON	5/21/2021		4100-043100-6009-	63.71	26168			EQUIPMENT/ SUPPLIES
0000000	000041	VISA	PW 17 AMAZON	5/21/2021		4100-043100-6009-	7.31	26168			EQUIPMENT/ SUPPLIES
0000000	000041	VISA	PW 18 AMAZON	5/21/2021		4100-043100-6009-	7.41	26168			EQUIPMENT/ SUPPLIES
0000000	000041	VISA	PW 19 AMAZON	5/21/2021		4100-043100-6009-	9.49	26168			EQUIPMENT/ SUPPLIES
0000000	000041	VISA	PW 2 ROCK AUTO	5/21/2021		4500-500100-3311-	302.57	26168			VEHICLE MAINTENANCE
0000000	000041	VISA	PW 2 ROCK AUTO	5/21/2021		4500-500100-3311-	134.35	26168			VEHICLE MAINTENANCE
0000000	000041	VISA	PW 20 AMAZON	5/21/2021		4100-043100-6009-	9.21	26168			EQUIPMENT/ SUPPLIES
0000000	000041	VISA	PW 21 AMAZON	5/21/2021		4100-043100-6009-	17.27	26168			EQUIPMENT/ SUPPLIES
0000000	000041	VISA	PW 22 AMAZON	5/21/2021		4100-043100-6009-	12.39	26168			EQUIPMENT/ SUPPLIES
0000000	000041	VISA	PW 23 USPS	5/21/2021		4500-500100-5210-	1.20	26168			MAILING COSTS
0000000	000041	VISA	PW 24 HARBOR	5/21/2021		4500-500100-6009-	68.41	26168			EQUIPMENT/SUPPLIES
DISC. TOTAL							633.32		.00	EBY PMT TOTAL	TOTAL

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCHL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT	BATCH INV. DESCRIPTION
0000000	000041	VISA	PW 25 DICKINSON	5/21/2021		4100-043100-6009-	186.51	26169			HAND TOOLS
0000000	000041	VISA	PW 3 HARBOR	5/21/2021		4100-043100-6009-	31.55	26169			EQUIPMENT/ SUPPLIES
0000000	000041	VISA	PW 4 DICKINSON	5/21/2021		4100-043100-6009-	74.40	26169			EQUIPMENT/ SUPPLIES
0000000	000041	VISA	PW 5 WALMART 2	5/21/2021		4500-500100-3311-	76.93	26169			VEHICLE MAINTENANCE
0000000	000041	VISA	PW 5 WALMART 2	5/21/2021		4500-500100-6005-	23.61	26169			JANITORIAL SUPPLIES
0000000	000041	VISA	PW 6 AMAZON	5/21/2021		4100-043100-6009-	196.86	26169			EQUIPMENT/ SUPPLIES
0000000	000041	VISA	PW 7 AMAZON	5/21/2021		4100-043100-6009-	9.46	26169			EQUIPMENT/ SUPPLIES
0000000	000041	VISA	PW 8 AMAZON	5/21/2021		4100-043100-6009-	45.27	26169			EQUIPMENT/ SUPPLIES
0000000	000041	VISA	PW 9 WALMART	5/21/2021		4500-500100-3311-	44.57	26169			VEHICLE MAINTENANCE
0000000	000041	VISA	TC 1 OOMA	5/21/2021		4100-012410-5250-	45.73	26169			TELECOMMUNICATIONS
0000000	000041	VISA	TC 1 OOMA	5/21/2021		4100-012410-5230-	68.57	26169			TELECOMMUNICATIONS
0000000	000041	VISA	TC 1 OOMA	5/21/2021		4100-031100-5230-	45.32	26169			TELECOMMUNICATIONS
0000000	000041	VISA	TC 1 OOMA	5/21/2021		4100-043100-5230-	22.60	26169			TELECOMMUNICATIONS
0000000	000041	VISA	TC 1 OOMA	5/21/2021		4520-500100-5230-	22.61	26169			TELECOMMUNICATIONS
0000000	000041	VISA	TC 10 AMAZON 3	5/21/2021		4100-043100-7200-	103.85	26169			TOWN HALL EXPENSES
DISC. TOTAL							997.84		.00	EBY PMT TOTAL	TOTAL

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCHL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	G/L ACCOUNT	BATCH INV. DESCRIPTION
0000000	000041	VISA	TC 2 ADOBE 1	5/21/2021		4100-012410-6001-	50.97	26170			OFFICE SUPPLIES & PRINTING
0000000	000041	VISA	TC 3 ZOOM 2	5/21/2021		4100-012410-3152-	15.74	26170			WEB BASED SERVICES
0000000	000041	VISA	TC 4 CLUB	5/21/2021		4100-012410-5540-	100.00	26170			EDUCATION/TRAINING
0000000	000041	VISA	TC 5 AMAZON 6	5/21/2021		4100-012410-6001-	94.71	26170			OFFICE SUPPLIES & PRINTING
DISC. TOTAL							997.84		.00	EBY PMT TOTAL	TOTAL

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	INVOICE DATE	A/P ACCRL	ACCOUNT NO.	NET AMOUNT	CHECK NO.	ACH PMT	ACH G/L	ACCOUNT DESC.	BATCH INV. DESCRIPTION
0000000	000041		TC 6 USBS 5	5/21/2021		4100-012410-5210-	26.35	26170			POSTAGE	00880 WATER METER PROJEC
0000000	000041		TC 7 USBS 9	5/21/2021		4100-012410-5210-	26.35	26170			POSTAGE	00880 WATER METER PROJEC
0000000	000041		TC 8 USBS 8	5/21/2021		4100-012410-5210-	34.30	26170			POSTAGE	00880 WATER METER PROJEC
0000000	000041		TC 9 USBS 3	5/21/2021		4100-012410-5210-	26.35	26170			POSTAGE	00880 WATER METER PROJEC
			DISC. TOTAL				.00					374.77
			CHECK TOTAL				.00					4,915.05
			CHECK TOTAL				.00					4,915.05

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 4,915.05- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE \_\_\_\_\_ TOWN MANAGER \_\_\_\_\_



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

**AGENDA ITEM:** Minutes – May 06, 2021 Special Town Council Meeting

**ITEM TYPE:** Consent Agenda

**PURPOSE OF ITEM:** Decision - By Motion

**PRESENTER:** Tracy Wright, [twright@townofbowlinggreen.com](mailto:twright@townofbowlinggreen.com)

**PHONE:** (804) 633-6212

**BACKGROUND / SUMMARY:**

Minutes transcribed from the May 6, 2021 Special Town Council Meeting

**ATTACHMENTS:**

Minutes from the May 6, 2021 Special Town Council Meeting

**REQUESTED ACTION:**

Approve Minutes.

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

**MINUTES**

**Thursday, May 06, 2021  
6:00 PM**

**CALL TO ORDER AND QUORUM ESTABLISHED:**

**PRESENT:**

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

**ABSENT:**

Council Member Jean Davis

The Mayor opened the meeting at 6:00 p.m. and noted a quorum was present.

**CLOSED SESSION:**

The purpose of the meeting is to discuss the appointment of an interim Town Manager. Council will go into Closed Meeting in accordance with Section 2.2-3711(A)(1) of the code of Virginia to interview and consider prospective candidates for employment.

Motion made by Council Member Voit, Seconded by Council Member T.Gaines to enter into Closed Meeting.

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

Motion passed.

**RECONVENE IN OPEN SESSION:**

Motion made by Council Member Voit, Seconded by Council Member Wholey to reconvene in Open Meeting.

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

Motion passed.

**CERTIFICATION:**

Only public business matters lawfully exempted from open meeting requirements in accordance with Section 2.2-3711 (A)(1) of the Code of Virginia and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered.

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



**ADJOURNMENT:**

Motion to adjourn was made by Council Member Wholey, Seconded by Council Member Voit.

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

Motion passed.



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

**AGENDA ITEM:** Minutes – May 06, 2021 Town Council Meeting

**ITEM TYPE:** Consent Agenda

**PURPOSE OF ITEM:** Decision - By Motion

**PRESENTER:** Tracy Wright, [twright@townofbowlinggreen.com](mailto:twright@townofbowlinggreen.com)

**PHONE:** (804) 633-6212

**BACKGROUND / SUMMARY:**

Minutes transcribed from the May 6, 2021 Town Council Meeting

**ATTACHMENTS:**

Minutes and approved bills from the May 6, 2021 Town Council Meeting

**REQUESTED ACTION:**

Approve Minutes.

**TOWN OF BOWLING GREEN  
TOWN COUNCIL MEETING**

**M I N U T E S**

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

**CALL TO ORDER AND QUORUM ESTABLISHED:**

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

**DELEGATIONS:**

**Years of Service Award:**

Mayor Gaines and Town Manager, Melissa Lewis recognized Justin Jordan for his outstanding dedication and service working with the Department of Public Works Department and Utilities for the Town of Bowling Green. Justin was presented with a certificate and a challenge coin from the Mayor with appreciation for his five years of service with the town.

**PUBLIC COMMENTS:**

**Peggy Wholey, 134 Lafayette Ave** - Peggy Wholey and Pastor Lynn Barbour, with Bowling Green United Methodist Church, along with Matthew Lizyness, Scout Troop 0110 presented to council a project for their for the community. Matthew will be working on constructing/improving a Community Prayer Garden for his Eagle Scout Project.

**Tina Gambill, 122 Lakewood Dr.**- Expressed great concerns with the Smart Scale Project. Although it has its benefits, the safety concerns with traffic and speeding will impact the citizens negatively on Lakewood Dr.

**Sheriff Tony Lipa, 118 Courthouse Lane** - Sheriff Lipa spoke in opposition of the Smart Scale Project.

**Rachael Phillips, 123 Lafayette Ave**- Opposes VDOT Project as well, she hopes VDOT will allow emergency vehicles to go through Courthouse Lane in route to calls for Port Royal to avoid delays in response times. She also concerned about the amount of traffic that will be in the town.

**Peggy Wholey, 134 Lafayette Ave**- Echoed the others in opposing the VDOT Smart Scale Project. Wholey's concerns were related to the impact on first responder route times.

**MEMBER COMMENTS:**

**Council Member Voit** - Thanked Matthew Lizyness for coming before Council and presenting his Eagle Scout Project with Bowling Green United Methodist Church. Council Member Voit also commented on the VDOT Smart Scale Project.

**Council Member Howard-** Thanked the public for their comments and concerns regarding the VDOT Smart Scale Project. She encouraged the public to continue to share in writing, information with council that may be of help with any decisions needed in resolving issues with the VDOT Smart Scale Project.

**Vice Mayor Coyle-** Also thanked the public for attending the Council meeting and speaking to council with their concerns. Vice Mayor Coyle also addressed the public with her views on traffic issues and the VDOT Smart Scale Project.

**Council Member T. Gaines** - Thanked the public for attending the Council meeting and appreciated everyone's comments and concerns regarding the VDOT Smart Scale Project. Council Member T. Gaines also addressed Eagle Scout, Matthew Lizyness thanking him for his efforts with the Community Prayer Garden. A donation on behalf of The Little Wedding House (115 E. Broadus Ave), Gaines, owner and operator, committed to donating \$100.00 to the Eagle Scout Project and challenged local business to match the donation.

**Council Member Wholey** - Informed Council of a meeting that was held regarding the VDOT Smart Scale Project. Council Member Wholey reported that those in attendance included VDOT Representative Kyle Bates, Sheriff Tony Lippa, the County Fire Chief and the President of the Fire Department. Information gathered from the meeting was presented to Council members and the public.

**Mayor Gaines-** Recognized Melissa Lewis on behalf of himself, Town Council, and the citizens of Bowling Green for her professionalism and dedication to the town for an job well done as Town Manager of Bowling Green.

**STAFF REPORTS & PRESENTATIONS:**

The following staff reports were presented to Council:

Bowling Green Police Monthly Report to Council April 2021

Public Works and Utilities Monthly Report to Council April 2021

Events & Economic Dev. Coordinator Council Monthly Report for April 2021

Town Clerk/Treasurer's Monthly Report to Council April 2021

**CONSENT AGENDA:**

The following items were presented to Council:

Bills - April 2021 (Attached to these minutes)

Minutes – April 1, 2021 Town Council Work Session

Minutes – April 1, 2021 Town Council Meeting

Minutes – April 21, 2021 Special Town Council Meeting

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

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

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

Voting Abstaining: Council Member Wholey

Council Member Wholey Abstained due to a question he had on the April Bills 2021 but was not able to locate the bill he questioned.

Motion passed.

**REPORT OF COUNCIL COMMITTEES:**

**Economic Development Authority-** Council Member Covington stated the committee did meet and Jo-Elsa Jordan, Economic Development Coordinator covered all topics in her staff report.

**Planning Commission-** Vice Mayor Coyle stated the committee did not meet for the month of April 2021.

**Utilities, Streets, Sidewalks, Building and Grounds Committee -** Council Member Voit stated the committee did not meet for the month of April 2021.

**Policy, Personnel and Ordinance Committee-** Council Member Howard stated the committee did not meet for the month of April 2021.

**CLOSED SESSION:**

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

Motion made by Council Member Voit, Seconded by Council Member Wholey to enter into Closed Session in accordance with Section 2.2-3711(A)(1) of the code of Virginia to consider prospective candidates for employment.

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.

**RECONVENE IN OPEN SESSION**

Motion made by Council Member Voit, Seconded by Vice-Mayor Coyle to reconvene in Open Meeting.

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.

**CERTIFICATION:** Council certified that only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened were discussed or considered in the meeting by Council.

Certifying 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 T.Gaines, Seconded by Council Member Wholey 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
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 \_\_\_\_\_

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	1,904.20	.00
26075	44	VUPS	000	4/07/2021	97.65	.00
26076	12	WASTE MANAGEMENT	000	4/07/2021	7,918.21	.00
26077	1049	MEX BANK	000	4/07/2021	728.83	.00
26078	451	XEROX CORPORATION	000	4/07/2021	133.14	.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 \_\_\_\_\_



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	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 \_\_\_\_\_

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	IBM	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

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 4,430.88- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

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 \_\_\_\_\_

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

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 890.66- 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

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.  
 THE TOTAL 8,566.05- EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE \_\_\_\_\_ TOWN MANAGER \_\_\_\_\_



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

**AGENDA ITEM:** Minutes – May 13, 2021 Special Town Council Meeting

**ITEM TYPE:** Consent Agenda

**PURPOSE OF ITEM:** Decision - By Motion

**PRESENTER:** Tracy Wright, [twright@townofbowlinggreen.com](mailto:twright@townofbowlinggreen.com)

**PHONE:** (804) 633-6212

**BACKGROUND / SUMMARY:**

Minutes transcribed from the May 13, 2021 Special Town Council Meeting

**ATTACHMENTS:**

Minutes from the May 13, 2021 Special Town Council Meeting

**REQUESTED ACTION:**

Approve Minutes.

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

**MINUTES**

**Thursday, May 13, 2021  
6:00 PM**

**CALL TO ORDER AND QUORUM ESTABLISHED:**

**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 opened the meeting at 6:00 p.m. and noted a quorum was present.

**CLOSED SESSION:**

The purpose of the meeting is to discuss the appointment of an interim Town Manager. Council will go into Closed Session in accordance with Section 2.2-3711(A)(1) of the code of Virginia to interview and consider prospective candidates for employment.

Motion made by Council Member Voit, Seconded by Council Member Howard to enter into Closed Meeting.

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.

**RECONVENE IN OPEN SESSION:**

Motion made by Council Member Davis, Seconded by Council Member Voit to reconvene in Open Meeting.

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.

**CERTIFICATION:**

Only public business matters lawfully exempted from open meeting requirements in accordance with Section 2.2-3711 (A)(1) of the Code of Virginia and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered.

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

Motion made by Council Member Howard, Seconded by Council Member Davis to offer Dennis Sparks a contract for up to six months as the Interim Town Manager for 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  
Voting Nay: Council Member Wholey.

Motion passed.

**ADJOURNMENT:**

Motion to adjourn made by Council Member Davis, Seconded by Council Member Wholey.

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.





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

**AGENDA ITEM:** Minutes – May 24, 2021 Special Town Council Meeting

**ITEM TYPE:** Consent Agenda

**PURPOSE OF ITEM:** Decision - By Motion

**PRESENTER:** Tracy Wright, [twright@townofbowlinggreen.com](mailto:twright@townofbowlinggreen.com)

**PHONE:** (804) 633-6212

**BACKGROUND / SUMMARY:**

Minutes transcribed from the May 24, 2021 Special Town Council Meeting

**ATTACHMENTS:**

Minutes from the May 24, 2021 Special Town Council Meeting

**REQUESTED ACTION:**

Approve Minutes.

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

**MINUTES**

**Monday, May 24, 2021  
6:00 PM**

**CALL TO ORDER AND QUORUM ESTABLISHED:**

**PRESENT:**

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

**ABSENT:**

Council Member Deborah Howard

The Mayor opened the meeting at 6:00 p.m. and noted a quorum was present.

**CLOSED SESSION:**

The purpose of the meeting is to discuss the appointment of a Town Manager. Council will go into Closed Session in accordance with Section 2.2-3711(A)(1) of the code of Virginia to interview and consider prospective candidate(s) for employment.

Motion made by Council Member T.Gaines, Seconded by Vice-Mayor Coyle to enter into Closed Meeting.

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

Motion passed.

**RECONVENE IN OPEN SESSION:**

Motion made by Council Member Davis, Seconded by Council Member T. Gaines to reconvene in Open Meeting.

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

Motion passed.

**CERTIFICATION:**

Only public business matters lawfully exempted from open meeting requirements in accordance with Section 2.2-3711 (A)(1) of the Code of Virginia and only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered.

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

During Open Meeting, Council discussed revising the Town Manager Job Description and correcting the Town's Website of errors noted during discussion. Council also requested the Town Manager Application to be advertised on other free job websites.

**ADJOURNMENT:**

Motion to adjourn was made by Council Member Wholey, Seconded by Council Member Davis.

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

Motion Passed.



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

**AGENDA ITEM:** R-2021-005 Depository Designation  
**ITEM TYPE:** Consent Agenda  
**PURPOSE OF ITEM:** Decision - Resolution  
**PRESENTER:** Tracy Wright, [towntreasurer@townofbowlinggreen.com](mailto:towntreasurer@townofbowlinggreen.com)  
**PHONE:** (804) 633-6212

**BACKGROUND / SUMMARY:**

The Town is required to designate annually the bank in which Town funds will be deposited.

**ATTACHMENTS:**

R-2021-005 Depository Designation

**REQUESTED ACTION:**

Adopt Resolution

# RESOLUTION

**TOWN OF BOWLING GREEN  
COMMONWEALTH OF VIRGINIA  
RESOLUTION DESIGNATING DEPOSITORIES FOR FUNDS  
OF THE TOWN OF BOWLING GREEN**

## BUDGET FY2022

***Be it Resolved***, that the following financial institutions are hereby designated as depositories for funds for the Town of Bowling Green:

Atlantic Union Bank

Adopted this 3rd day of June 2021  
by the Town Council of Bowling Green, Virginia

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Honorable Mark A. Gaines, Mayor

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Clerk of the Council



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

**AGENDA ITEM:** Community & Economic Development

**ITEM TYPE:** Action Item

**PURPOSE OF ITEM:** Decision - By Motion

**PRESENTER:** Jo-Elsa Jordan

**PHONE:** (804) 633-6212

**BACKGROUND / SUMMARY:**

For the EDA to receive funding in the amount of \$10,000.00 from the Town of Bowling Green to produce, design, print and mail marketing material, showcasing Bowling Green as a viable location for residential and commercial development; To reinstate Façade Improvement Program; To cover associated legal fees.

**ATTACHMENTS:**

EDA Work Plan FY21

**REQUESTED ACTION:**

Decision – By Motion



## Economic Development Authority FY21 Work Plan

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**GOAL:** To receive funding in the amount of \$10,000.00 from the Town of Bowling Green to produce, design, print and mail marketing material, showcasing Bowling Green as a viable location for residential and commercial development; To reinstate Façade Improvement Program; To cover associated legal fees.

	<b>ITEM:</b>	<b>ESTIMATED AMOUNT:</b>
•	Graphic Design	\$500.00
•	Two-pocket linen folder w/business card slit; Qty. 1000 (PrintDirtCheap.com)	\$1,500.00
•	Printing tiered inserts; Custom paper sizes	\$1,000.00
•	Postage	\$1,000.00
•	Legal Fees	\$3,500.00
•	Façade Improvement Grant Program	\$2,500.00
•	<b>TOTAL</b>	<b>\$10,000.00</b>







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

**AGENDA ITEM:** Town Manager Search Process Update

**ITEM TYPE:** Unfinished Business

**PURPOSE OF ITEM:** Town Manager Search Process Update

**PRESENTER:** [twright@townofbowlinggreen.com](mailto:twright@townofbowlinggreen.com)

**PHONE:** (804) 633-6212

**BACKGROUND / SUMMARY:**

To update Council on Town Manager Recruitment

**ATTACHMENTS:**

None

**REQUESTED ACTION:**

None



**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 for the interviewing and/or discussion of the hiring of a Town Manager and/or Interim Town Manager

**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 for the interviewing and/or discussion of the hiring of a Town Manager and/or Interim Town Manager.