



TOWN COUNCIL WORK SESSION
Monday, September 21, 2020 @ 7:00pm
Town Hall Conference Room

1. Vacation of Streets/ Alleys Policy Revision (*Interim Town Manager*)
2. Review of FY21 Revenues (*Director of Finance*)
3. CLOSED MEETING – Town Manager Position, EDA Lawsuit, Public Alley

Motions to Go Into Closed Meeting

I move that Town Council go into Closed Meeting for the following purposes:

- (1) With respect to the Town Manager's position, the discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, salaries, or resignation of specific public officers, appointees, or employees of the public body, pursuant to Section 2.2-3711. A. 1. of the Code of Virginia.
- (2) With respect to the Town's lawsuit against the EDA, consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in Open Meeting would adversely affect the negotiating or litigating posture of the public body; "probable litigation" meaning litigation that has been specifically threatened or on which the public body or its legal counsel has a reasonable basis to believe will be commenced by or against a known party; pursuant to Section 2.2-3711. A. 7. of the Code of Virginia.
- (3) Regarding a Town public alley, the disposition of publicly held real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of Town Council, pursuant to Section 2.2-3711.A.3.

Motion to Certify Closed Meeting at its Conclusion [*At the conclusion of the Closed Meeting, immediately re-convene in open meeting and take a roll call vote on the following:*]

I move that the Mayor and Council certify that to the best of each member's knowledge, as recognized by each Mayor and Council member's affirmative vote, that only such public business matters lawfully exempted from Open Meeting requirements under the Virginia Freedom of Information Act as were identified in the motion by which the Closed Meeting was convened were heard, discussed or considered in the Closed Meeting by the Mayor and Council, and that the vote of each individual member of the Mayor and Council be taken by roll call and recorded and included in the minutes of the meeting of Town Council.

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Work Session Agenda Statement

Item # 1

Meeting Date: September 21, 2020

Agenda Item: Vacation of Streets/Alley Policy Revision

Summary: The Town's current Policy for Vacation of Streets and Alleys was adopted by Town Council on June 12, 2000. Since that time there have been changes in the way the vacations are handled. The following are the major revisions:

- Removal of \$100.00 application fee (removed in Town Code by Town Council June 8, 2020)
- Removal of "engaging the services of a real estate appraiser" – Over the years an appraiser has been hard to find for government-owned land and if one was found the costs associated with it were extremely high. It is suggested to remove reference to the appraiser and have the Town Manager use the fair market value or contributory value of abutting property whichever is greater.
- Removal of second review of viewing committee
- Added "the Town Attorney's Office shall execute and processes final documents after final approval from Council."

Budget/Funding: None

Staff Recommendation: Staff recommends approval of the revisions to the Vacation of Streets/Alley Policy as presented. If approved to move forward will be placed on the 9/28/20 agenda for approval.

VACATION OF TOWN-OWNED REAL PROPERTY
STREETS/ALLEYS/ OTHER RIGHTS-OF-WAYS

All real property owned in whole or in part by the Town shall be under the general control and supervision of the Town Council. Town Council may sell, lease, hold, manage and control such property as its interests may require. *(Town Code 4-34 and Chapter 1.1 of the Town Charter)*

The option for private individuals to vacate specific Town-owned real property is authorized by §15.2-2006 Code of Virginia and an application process initially directed and reviewed by the Town Manager or designee. The final decision is made by the Town Council. The process is outlined below:

1. Applicant completes an application accompanied by a current plat of the proposed vacation. The application shall be submitted to the Town Manager's Office. Applications available on the Town's website or in the Town Manager's Office.
2. Upon receipt of the completed application, the Clerk of Council or designee shall notify the departments of Public Works, Community Development/Planning and Energy Services of the proposed requested vacation. The departments shall advise the Town Manager or designee in writing of any comments or concerns with the request.
3. Upon receipt of the comments and/or concerns from the Town departments the Clerk of Council or designee shall notify the adjoining property owners of the proposed vacation request, allowing them thirty (30) days to submit any comments or concerns they may have with the request. The 30-day comment period is not meant to allow the adjoining property owners to pre-empt the applicant.
4. Following the 30-day comment period,
 - a. the Clerk of Council or designee per direction of the Town Manager or designee shall employ not less than three (3) nor more than five (5) viewers to examine the requested proposed vacation. The viewers shall not be Town Employees. The viewers shall inspect the proposed vacation and submit a formal written letter to the Town Council noting any comments and concerns with the proposed vacation. Each viewer shall be paid fifty dollars (\$50.00) each. The applicant shall reimburse the Town for the costs of the viewers.
 - b. the Town Manager or his designee shall contact the applicant to determine whether he or she wishes to continue the vacation process and what, if any issues have been revealed thus far, along with the costs incurred by the Town to date. If the applicant does not want to continue, the process stops and the applicant pays all costs to date to the Town. If the applicant wants to continue the process, the property's fair market price or its contributory value to the abutting property, whichever is greater shall be determined. The applicant

shall make a formal offer of the proposed property. The Town Manager or designee shall negotiate on behalf of the Town Council in an attempt to arrive at a mutually agreeable purchase price. The Town Council shall be advised in a Closed Meeting (§2.2-3711.A.3. Code of Virginia) on the final offer.

5. Public Hearing:
 - a. When authorized by Town Council the Clerk of Council or designee shall advertise a notice of public hearing as outlined in the State and Town Codes and notify the adjoining property owner(s), by certified mail, of the public hearing. The applicant shall reimburse the Town for the costs of the public hearing advertisements and certified letters.
 - b. Vacation requests are considered an ordinance per Town Code; therefore, they require two readings.
6. When the applicant requests the vacation to accommodate the expansion or development of an existing or proposed business, the Council may condition the vacation upon the commencement of the expansion or development within a specified period of time. If the applicant fails to commence the expansion or development within the specified time, at the option of the Council, the vacation may be voided. No such vacation shall be concluded until the agreed purchase price has been paid.
7. Any appeal of the Council's action, with regard, to the vacation request shall be filed within sixty (60) days of said action with the Warren County Circuit Court.
8. The Town Attorney's Office shall execute and process final documents after final approval from Council.

Council approval – June 12, 2000

VACATION OF STREETS/ALLEYS

1. ~~Vacation of Town streets and alleys shall be considered upon the written application of any person, or upon the motion of the Town Council.~~
2. ~~All applications from private individuals shall be made to the Town Manager, shall be accompanied by a current plat of the street or alley (with a metes and bounds description) proposed for vacation. Applications shall also be accompanied by an administrative fee in the amount of one hundred dollars (\$100.00).~~
3. ~~Upon receipt of the written request, the Clerk of Council shall notify the adjoining property owners of the request, allowing them thirty (30) days to submit, in writing, any comments/concerns they may have. This opportunity to submit comments/concerns shall be for the purpose of consideration of what inconveniences may occur by the Viewing Committee only. It shall be understood that application to vacate a street/alley is on a first come, first serve basis; and, that this comment period is not meant to allow the adjoining property owners to pre-empt the applicant.~~
4. ~~Following this comment period, the Town Manager shall employ not less than three (3) nor more than five (5) viewers to examine the street or alley, and then to informally report what inconveniences shall result from the vacation and whether in their opinion the vacation should be approved. The Viewers shall be paid fifty dollars (\$50.00), with the applicant to reimburse the Town for this cost.~~
5. ~~Upon receipt of the informal Viewers Committee report, the Town Manager shall contact the applicant to determine whether he/she wishes to continue the vacation process. If the applicant responds to the Town Manager's inquiry in the negative, the process shall be closed and the applicant shall be sent a bill for the costs incurred by the Town to date. If the applicant responds in the affirmative, the Town Manager shall engage the services of a real estate appraiser, certified to handle such appraisals (i.e. commercial appraiser in the case of commercial property), to guide the parties' understanding of the property's fair market value. The selection of the appraiser shall be at the sole discretion of the Town Manager. The Town Manager and the applicant shall meet with the appraiser prior to the commencement of the appraisal to outline the intended use of the property to be vacated. Any special instructions shall be given to the appraiser at that time. The applicant shall be required to reimburse the Town for the costs of the appraisal service. Upon the completion of the appraisal, both parties will be provided a copy of the appraisal report.~~
6. ~~As a condition of the vacation, the Council may require that its streets, alleys, and/or other public rights of way be purchased at the property's fair market price or its contributory value to the abutting property, whichever is greater, or the~~

- amount agreed to by the parties. The applicant shall make a formal offer to the Town Manager for purchase of street, alley or public right of way. The Town Manager shall, if appropriate, negotiate on behalf of Town Council in an attempt to arrive at a mutually agreeable purchase price.
7. Following submission of the applicant's final offer, the Town Manager shall reconvene the Viewing Committee to review the appraisal and any conditions that may have been negotiated between the Town Manager and the applicant. The Viewing Committee shall then formally report, in writing, what inconveniences will result from the vacation and whether in their opinion the vacation should be approved.
 8. Following receipt of the Viewers Report, the Clerk of Council shall advertise a notice of public hearing (including date, time and place of the hearing) for the proposed vacation, said notice to be published at least twice in a newspaper having general circulation in the Town, with at least six days lapsing between the first and second publication. The applicant shall reimburse the Town for the costs of the advertisement.
 9. At the same time as the initiation of the advertisement, the Clerk of Council shall notify the adjoining property owner(s), by certified mail, of the public hearing date, time and place, with the Town being reimbursed for said costs by the applicant.
 10. During the public hearing, the Town Council shall hear the public's views, consider the Viewer's Report, review any recommendation of the Town Manager and vote on the proposed vacation. When the applicant requests the vacation to accommodate the expansion or development of an existing or proposed business, the Council may condition the vacation upon the commencement of the expansion or development within a specified period of time. If the applicant fails to commence the expansion or development within the specified time, at the option of the Council, the vacation may be voided. No such vacation shall be concluded until the agreed purchase price has been paid.
 11. Any appeal of the Council's action with regard to the vacation request shall be filed within sixty (60) days of said action with the Warren County Circuit Court.

(Council approval June 12, 2000)

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Work Session Agenda Form

Item # 2

DATE: 9/21/20

AGENDA ITEM: Review of FY21 Revenues

SUMMARY: Town Council approved a FY21 budget transfer/amendment upon adopting the FY21 budget, which provides contingency funds for the general fund, street fund, water fund, sewer fund, and solid waste fund due to the COVID-19 pandemic. Council requested staff to periodically review revenues and contingency amounts during work sessions to address accordingly.

Staff is providing Town Council with updated information related to key revenues as of August 31st, 2020.

BUDGET/FUNDING: Transfer from Contingency Funds

STAFF RECOMMENDATION: Staff recommends for Town Council to consider releasing funds totaling \$69,850 associated with the third year of the compensation study and implementing the third year compensation study effective January 1, 2021.

Staff also recommends discussing plans for the remaining contingency funds. A list of items transferred to contingency has been provided for review.

Work Session

GENERAL FUND

1201-42005	Medical Insurance - Town Manager	\$	(5,930.00)
1202-42005	Medical Insurance - Human Resource	\$	(6,435.00)
1203-42005	Medical Insurance - Fleet Maintenance	\$	(17,090.00)
1204-42005	Medical Insurance - Information Techonology	\$	(5,260.00)
2201-42005	Medical Insurance - Town Attorney Department	\$	(5,035.00)
1214-42005	Medical Insurance - Finance Administration	\$	(6,435.00)
1215-42005	Medical Insurance - Finance Customer Service	\$	(13,155.00)
1222-42005	Medical Insurance - Purchasing Department	\$	(7,455.00)
3101-42005	Medical Insurance - Police Administration	\$	(17,315.00)
3102-42005	Medical Insurance - Police Patrol	\$	(83,120.00)
3103-42005	Medical Insurance - Police Investigations	\$	(15,900.00)
3107-42005	Medical Insurance - Gang/Drug Task Force	\$	(7,450.00)
8101-42005	Medical Insurance - Planning & Zoning	\$	(8,805.00)
4302-42005	Medical Insurance - General Properties	\$	(5,390.00)
4305-42008	Medical Insurance - Horticulture	\$	(8,455.00)
1201-42008	HRA - Town Manager	\$	500.00
1202-42008	HRA - Human Resource	\$	500.00
1203-42008	HRA - Fleet Maintenance	\$	3,000.00
1204-42008	HRA - Information Technology	\$	2,000.00
2201-42008	HRA - Town Attorney Department	\$	500.00
1214-42008	HRA - Finance Administration	\$	500.00
1215-42008	HRA - Finance Customer Service	\$	1,500.00
1222-42008	HRA - Purchasing Department	\$	1,000.00
3101-42008	HRA - Police Administration	\$	2,000.00
3102-42008	HRA - Police Patrol	\$	8,000.00
3103-42008	HRA - Police Investigations	\$	1,000.00
3104-42008	HRA - Police Services	\$	1,000.00
3107-42008	HRA - Gang/Drug Task Force	\$	500.00
8101-42008	HRA - Planning & Zoning	\$	1,000.00
4302-42008	HRA - General Properties	\$	575.00
4305-42008	HRA - Horticulture	\$	675.00
	Merit Increase - Town Manager Department	\$	(4,790.00)
	Merit Increase - Human Resource	\$	(4,320.00)
	Merit Increase - Fleet Maintenance	\$	(6,250.00)
	Merit Increase - Information Technology	\$	(3,856.00)
	Merit Increase - Town Attorney Department	\$	(6,285.00)
	Merit Increase - Finance Administration	\$	(4,460.00)
	Merit Increase - Finance Customer Service	\$	(6,450.00)
	Merit Increase - Purchasing Department	\$	(2,690.00)
	Merit Increase - Police Administration	\$	(10,520.00)
	Merit Increase - Police Patrol	\$	(36,550.00)
	Merit Increase - Police Investigations	\$	(7,825.00)
	Merit Increase - Police Services	\$	(13,155.00)
	Merit Increase - Gang/Drug Task Force	\$	(4,575.00)
	Merit Increase - Planning & Zoning	\$	(7,885.00)

	Merit Increase - General Properties	\$	(1,530.00)
	Merit Increase - Horticulture	\$	(3,230.00)
	Compensation Study Year 3- Information Technology	\$	(1,950.00)
	Compensation Study Year 3 - Town Attorney Dept	\$	(2,330.00)
	Compensation Study Year 3 - Finance Customer Service	\$	(4,770.00)
	Compensation Study Year 3 - Police Administration	\$	(4,085.00)
	Compensation Study Year 3 - Police Patrol	\$	(43,825.00)
	Compensation Study Year 3 - Police Investigations	\$	(7,815.00)
	Compensation Study Year 3 - Police Services	\$	(30,555.00)
	Compensation Study Year 3 - Gang/Drug Task Force	\$	(8,730.00)
	Compensation Study Year 3 - Planning & Zoning	\$	(2,685.00)
	Compensation Study Year 3 - General Properties	\$	(940.00)
	Compensation Study Year 3- Horticulture	\$	(1,675.00)
	Assistant Town Manager	\$	(124,600.00)
9790-49006	Interfund Transfer to Street Fund	\$	(145,005.00)
1201-43002	Town Manager - Professional Services	\$	(38,805.00)
1203-45408	Fleet Maintenance - POL	\$	(4,000.00)
1203-45504	Fleet Maintenance - Travel & Education	\$	(1,000.00)
1203-47001	Fleet Maintenance - Machinery & Equipment (Parts Cleaner)	\$	(10,000.00)
1203-47009	Fleet Maintenance - Debt Service Rehabilitation Building	\$	(111,865.00)
1204-43002	I/T - Professional Services	\$	(5,000.00)
1204-43005	I/T - Maintenance Service Contract	\$	(10,000.00)
1204-43039	I/T - Web Page Maintenance	\$	(18,050.00)
1204-45421	I/T - Hardware/Software	\$	(5,000.00)
1204-45421	I/T - Travel & Education	\$	(3,000.00)
1204-47007	I/T - Computer Equipment (Recording Servers)	\$	(22,000.00)
1205-45447	Tourism - Downtown Events (Gazebo Flicks)	\$	(4,000.00)
1205-47012	Tourism - Extended Trolley Hours	\$	(8,836.00)
1205-43002	Tourism - Blighted Buildings	\$	(46,000.00)
2201-43002	Tourism - Town Attorney EDA Attorney Fees	\$	(63,139.00)
3101-45504	Police Admin - Travel & Education	\$	(2,000.00)
3102-41002	Police Patrol - Overtime	\$	(10,810.00)
3102-45408	Police Patrol - POL	\$	(8,000.00)
3102-45504	Police Patrol - Travel & Education	\$	(5,000.00)
3102-47001	Police Patrol - Replace Body Worn Cameras	\$	(20,000.00)
3103-41002	Police Investigations - Overtime	\$	(8,000.00)
3107-47005	Police Task Force - Vehicle Replacement	\$	(35,000.00)
8101-43002	Planning & Zoning - Property Maintenance	\$	(40,000.00)
4302-47009	General Properties - Building & Structures (Auxillary Building)	\$	(125,000.00)
4305-43002	Horticulture - Professional Services	\$	(20,000.00)
9790-49999	General Fund Contingency	\$	1,316,821.00

STREET FUND

4102-42005	Medical Insurance - Streets Non-VDOT	\$	(4,535.00)
4500-42005	Medical Insurance - Highway Maintenance	\$	(36,680.00)
4107-42005	Medical Insurance - Inspections	\$	(3,100.00)
4102-42008	HRA - Streets Non-VDOT	\$	1,000.00
4500-42008	HRA - Highway Maintenance	\$	4,125.00
4107-42005	HRA - Inspections	\$	325.00
	Merit Increase Streets - Non-VDOT	\$	(1,950.00)
	Merit Increase - Highway Maintenance	\$	(13,960.00)
	Merit Increase - Inspections	\$	(870.00)
4500-45407	Highway Maintenance - Repairs & Maintenance Supplies	\$	(25,000.00)
4500-45477	Highway Maintenance - Curb & Gutter Reconstruction	\$	(40,000.00)
4500-45478	Highway Maintenance - Snow Removal	\$	(25,000.00)
4500-47001	Highway Maintenance - Machinery & Equipment (Tire Loader)	\$	(58,500.00)
4500-49999	Street Fund Contingency	\$	204,145.00

ELECTRIC FUND

9401-42005	Medical Insurance - Electric Dept	\$	(44,775.00)
9417-42005	Medical Insurance - Meter Reading	\$	(5,175.00)
9401-42008	HRA - Electric Dept	\$	4,500.00
9417-42005	HRA - Meter Reading	\$	1,000.00
	Merit Increase - Electric Dept	\$	(20,955.00)
	Merit Increase - Meter Reading	\$	(770.00)
	Compensation Study Year 3 - Electric Dept	\$	(6,960.00)
	Compensation Study Year 3 - Meter Reading	\$	(2,510.00)
9401-43004	Electric - Repairs & Maintenance	\$	(98,000.00)
9401-45407	Electric - Repair & Maintenance Supplies	\$	(20,000.00)
9401-47502	Electric - Line Extensions	\$	(50,000.00)
9401-47512	Electric Fiber Network	\$	(33,334.00)
9401-47001	Electric - Machinery & Equipment (Wire Trailer)	\$	(10,000.00)
9401-47009	Electric - Building & Structures (Generator & Paving)	\$	(128,000.00)
9401-47937	Electric - Manassas Substation Transformer Replacement	\$	(135,000.00)
9401-47957	Electric - Leach Run Parkway Line Extensions	\$	(125,000.00)
9499-49999	Electric - Contingency	\$	674,979.00

WATER FUND

9501-42005	Medical Insurance - Water Administration	\$	(4,520.00)
9601-42005	Medical Insurance - Water Treatment Plant	\$	(33,260.00)
9602-42005	Medical Insurance - Waterline Maintenance	\$	(25,545.00)
9617-42005	Medical Insurance - Meter Reading	\$	(5,175.00)
9501-42008	HRA - Water Administration	\$	450.00
9601-42008	HRA - Water Treatment Plant	\$	3,250.00
9602-42008	HRA - Waterline Maintenance	\$	875.00
9617-42008	HRA - Meter Reading	\$	1,000.00
	Merit Increase - Water Administration	\$	(1,780.00)
	Merit Increase - Water Treatment Plant	\$	(13,340.00)
	Merit Increase - Waterline Maintenance	\$	(4,250.00)
	Merit Increase - Meter Reading	\$	(770.00)
	Compensation Study Year 3 - Water Administration	\$	(450.00)
	Compensation Study Year 3 - Water Treatment Plant	\$	(10,025.00)
	Compensation Study Year 3 - Waterline Maintenance	\$	(1,125.00)
	Compensation Study Year 3 - Meter Reading	\$	(2,510.00)
9672-49004	Water Interfund Transfer to General Fund	\$	(42,150.00)
9501-45504	Water Admin - Travel & Education	\$	(1,000.00)
9602-47513	Water Line Maintenance - Waterline Upgrades	\$	(249,000.00)
9602-47530	Water Line Maintenance - Capital Inventory	\$	(55,000.00)
	Water Line Maintenance - Machinery & Equipment (Messag Board &		
9602-47001	Street Broom)	\$	(14,000.00)
9699-49999	Water Fund Contingency	\$	458,325.00

SEWER FUND

9502-42005	Medical Insurance - Sewer Administration	\$ (3,660.00)
9801-42005	Medical Insurance - Waste Water Treatment Plant	\$ (14,310.00)
9802-42005	Medical Insurance - Sewer Line Maintenance	\$ (25,545.00)
9502-42008	HRA - Sewer Administration	\$ 300.00
9501-42008	HRA - Waste Water Treatment Plant	\$ 3,000.00
9802-42008	HRA - Sewer Line Maintenance	\$ 875.00
	Merit Increase - Sewer Administration	\$ (1,785.00)
	Merit Increase - Waste Water Treatment Plant	\$ (7,720.00)
	Merit Increase - Sewer Line Maintenance	\$ (4,250.00)
	Compensation Study Year 3 - Sewer Administration	\$ (840.00)
	Compensation Study Year 3 - Waste Water Treatment Plant	\$ (4,795.00)
	Compensation Study Year 3 - Sewer Line Maintenance	\$ (1,125.00)
9872-49004	Sewer Interfund Transfer to General Fund	\$ (13,670.00)
9502-45504	Sewer Admin - Travel & Education	\$ (1,000.00)
9801-43002	Waste Water Plant - Professional Services (Chemical Study)	\$ (55,000.00)
9872-40001	Sewer Debt Service - Principal	\$ (145,000.00)
9872-40005	Sewer Debt Service - Interest on Debt	\$ (85,000.00)
9899-49999	Sewer Contingency	\$ 359,525.00

REFUSE FUND

4203-42005	Medical Insurance - Solid Waste	\$ (29,675.00)
4203-42008	HRA - Solid Waste	\$ 2,500.00
	Merit Increase - Solid Waste	\$ (11,290.00)
4203-49999	Solid Waste Contingency	\$ 38,465.00

***Red Font/Strike Through Items Have Been Previously Addressed*

KEY REVENUE & CONTINGENCY REVIEW

as of August 31, 2020

General	FY21 Budgeted	Year to Date	Budget Expired	Above/Below Expired
	Amount	Receipts	Budget Expired	FY21 Budget
Sales Tax - Warren County	\$ 1,084,340.00	\$ 207,083.09	\$ 184,337.80	\$ 22,745.29
Lodging Tax	\$ 316,000.00	\$ 38,814.36	\$ 53,720.00	\$ (14,905.64)
Meals Tax	\$ 1,994,000.00	\$ 329,534.10	\$ 338,980.00	\$ (9,445.90)
PILOT - Utility Bills	\$ 530,480.00	\$ 102,163.11	\$ 90,181.60	\$ 11,981.51
Fines & Forfeitures	\$ 202,000.00	\$ 19,660.62	\$ 34,340.00	\$ (14,679.38)
Rental Vehicle Tax	\$ 99,000.00	\$ 10,420.39	\$ 16,830.00	\$ (6,409.61)
Communication Tax	\$ 135,890.00	\$ 23,159.98	\$ 23,101.30	\$ 58.68
599 Funding Police Dept (Received Quarterly)	\$ 376,295.00	\$ 94,074.00	\$ 94,073.75	\$ 0.25
			Subtotal	\$ (10,655.05)
General Fund Contingency Less Difference in Revenues				\$ 1,316,821.00
G/F Difference After Contingency				\$ 1,306,165.95
Police Department Attrition Position				\$ (27,957.50)
Compensation Study Year 3				\$ (109,360.00)
General Fund Difference After Deductions				\$ 1,168,848.45

Streets	FY21 Budgeted	Year to Date	Budget Expired	Above/Below Expired
	Amount	Receipts	Budget Expired	FY21 Budget
Street Construction & Maintenance (V-DOT)	\$ 1,971,380.00	\$ -	\$ 335,134.60	TBD Quarterly Payment
Street Fund Contingency				\$ 204,145.00
Street Fund Difference Contingency				\$ 204,145.00
Street Difference After Deductions				\$ 204,145.00

Electric	FY21 Budgeted	Year to Date	Budget Expired	Above/Below Expired
	Amount	Receipts	Budget Expired	FY21 Budget
Electric Sales	\$ 19,154,800.00	\$ 3,690,401.94	\$ 3,256,316.00	\$ 434,085.94
Electric Fund Contingency				\$ 674,979.00
Electric Fund Contingency Plus Revenue Difference				\$ 1,109,064.94
Compensation Study Year 3				-4735
Electric Difference After Deductions				\$ 1,104,329.94

Water		FY21 Budgeted	Year to Date	Budget Expired	Above/Below Expired
		Amount	Receipts		FY21 Budget
	Water Sales	\$ 5,064,250.00	\$ 1,178,875.81	\$ 860,922.50	\$ 317,953.31
	Water Connections	\$ 160,000.00	\$ 42,608.00	\$ 27,200.00	\$ 15,408.00
				Subtotal	\$ 333,361.31
	Water Contingency				\$ 458,325.00
	Water Contingency Plus Revenue Difference				\$ 791,686.31
Compensation Study Year 3					-7055
Water Difference After Deductions					\$ 784,631.31

Sewer		FY21 Budgeted	Year to Date	Budget Expired	Above/Below Expired
		Amount	Receipts		FY21 Budget
	Sewer Sales	\$ 6,057,430.00	\$ 1,100,663.18	\$ 1,029,763.10	\$ 70,900.08
	Sewer Connections	\$ 332,140.00	\$ 117,280.00	\$ 56,463.80	\$ 60,816.20
				Subtotal	\$ 131,716.28
	Sewer Contingency				\$ 359,525.00
	Sewer Contingency Plus Revenue Difference				\$ 491,241.28
Compensation Study Year 3					-3380
Sewer Difference After Deductions					\$ 487,861.28

Solid Waste		FY21 Budgeted	Year to Date	Budget Expired	Above/Below Expired
		Amount	Receipts		FY21 Budget
	Solid Waste Sales	\$ 1,020,935.00	\$ 173,211.20	\$ 173,558.95	\$ (347.75)
	Tipping Fees Collected from Utility Billing	\$ 26,000.00	\$ 3,422.00	\$ 4,420.00	\$ (998.00)
				Subtotal	\$ (1,345.75)
	Solid Waste Contingency				\$ 38,465.00
	Solid Waste Contingency Less Revenue Difference				\$ 37,119.25
Solid Waste Difference After Deduction					\$ 37,119.25

OVERALL DIFFERENCE AFTER DEDUCTIONS	\$ 3,786,935.23
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DELINQUENT UTILITY ACCOUNTS

Number of Delinquent Active Utility Accounts May 2020	2,022
Number of Delinquent Active Utility Accounts June 2020	1,151
Number of Delinquent Active Utility Accounts July 2020	899
Number of Delinquent Active Utility Accounts August 2020	856
May 2020 Delinquent Utility Account \$	\$841,441.54
June 2020 Delinquent Utility Account \$	\$658,438.88
July 2020 Delinquent Utility Account \$	\$581,514.60
August 2020 Delinquent Utility Account \$	\$513,404.35

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CLOSED MEETING