

**MINUTES**  
**BERRYVILLE TOWN COUNCIL**  
**Berryville-Clarke County Government Center**  
**Regular Meeting**  
**June 13, 2023**  
**7:00 p.m.**

**Town Council:** Present—Harry Lee Arnold, Jr., Mayor; Erecka L. Gibson, Vice Mayor; William Steinmetz, Diane Harrison, Grant Mazzarino, Ryan Tibbens.

**Staff:** Present--Keith Dalton, Town Manager; Jean Petti, Deputy Town Manager; Cynthia Poulin, Treasurer; Paul Culp, Town Clerk; Christy Dunkle, Community Development Director; Chief Neal White, Berryville Police Department

**Press:** Mickey Powell, *The Winchester Star*

**1. Call to Order**

Mayor Arnold called the meeting to order at 7:00 p.m.

**2. Pledge of Allegiance**

**3. Approval of Agenda**

Ms. Harrison moved to approve the agenda. The motion passed by unanimous voice vote.

**4. Presentations, Awards, and Recognitions**

None.

**5. Public Hearings**

**Proposed establishment of truck length restrictions on the following streets: Byrd Ave., Hermitage Blvd. east of South Buckmarsh St., Josephine St., South Church St. between Crow St. and South Buckmarsh St., Swan Ave. east of South Buckmarsh St., and Taylor St. east of South Buckmarsh St.**

Ms. Dunkle displayed via projector a map of the area in question, and Mr. Dalton explained that the proposed ordinance would prohibit use by trucks more than fifty feet long, with exceptions for emergencies, unplanned events, and planned events and projects within the purview of the town manager. He said the penalty for violation would be a \$25 fine, plus court costs, for failure to obey a highway sign.

Ms. Harrison said she would like to see a resolution of the problem, which she described as worsening.

Mr. Mazzarino expressed concerns about the efficacy of the proposed change, saying that it would be unfortunate for the Town to be stuck with the signage for a prohibition not readily enforceable.

Mr. Dalton said many drivers follow the directions given by a GPS, which is not helpful, but that the signs might provide a hint. He said he believed further consultation with the Virginia Department of Transportation would be advisable. Ms. Harrison said this should be the next step after the hearing.

Mssrs. Dalton, Mazzarino, and Tibbens discussed costs and the installation process. Mssrs. Tibbens and Dalton also discussed the possibility of the problem being relieved by the eventual opening of the southeast collector.

Mayor Arnold opened the public hearing at 7:09 p.m.

Janice Badal said she resides on South Church Street and that the truck problem is worsening. She recommended making South Church a cul-de-sac and doing more to enforce the speed limit.

Kenneth Liggins, a former resident of Josephine Street, said the sign on Church Street directing trucks away from Josephine Street was positioned too low to attract the notice of truckers.

Deborah Liggins of Josephine Street said the truck problem has been occurring for several years and that signs on both ends of Josephine Street are needed.

Steve Dawson of Josephine Street complained of yard damage and of nocturnal truck noise.

No one else expressing a desire to address the meeting, Mayor Arnold closed the public hearing at 7:14 p.m.

## **6. Discussion of Public Hearing Items**

Mr. Tibbens asked Chief White whether a larger fine for violations would be possible. Chief White said he believed it would not be, that the figure had been set by the Virginia General Assembly as a legislative act.

Mayor Arnold recommended further consultation with VDOT.

**Mr. Steinmetz moved that the Council of the Town of Berryville direct Town staff to review the proposed truck length restriction with officials from VDOT and report their findings to the Council. The motion passed by voice vote, Mayor Arnold being the only member opposed.**

## **7. Citizens' Forum**

Craig Mattice asked that the recently announced removal of barricades on Tyson and Dunlap Drives be delayed until the end of the school year or calendar year. He said the Town had not explained its decision and that his discussions with Mayor Arnold, Mr. Dalton, and Ms. Petti had not satisfied him that any specific criteria had informed the decision, which he described as arbitrary.

Kenneth Liggins displayed a photograph of the blighted property at 229 Josephine Street, which had been involved in blight abatement proceedings discussed in numerous previous meetings, and asserted that 205 Josephine Street had been spared similar attention from the Town because its owner is white.

Daniel Nelson identified himself as a member of the Josephine Street Improvement Organization and asked the Town to be circumspect about destruction of historic properties on that street and to refrain from cherry-picking regarding worthiness for preservation. He asked that Josephine Street properties be treated as equal to Barns of Rose Hill as objects of community support and attention.

Janice Badal said she lives near Rose Hill Park and that the Park has been made persistently unpleasant by vandalism, drug deals, profanity, menacing remarks from young males frequenting the park, and loud and profane rap music.

Gail Gallagher concurred with Ms. Badal and complained of packs of middle-schoolers behaving badly in the park.

## **8. Consent Agenda**

The consent agenda comprised the minutes of the May 9 Town Council regular meeting.

**Ms. Harrison moved to adopt the consent agenda as presented. The motion passed by unanimous voice vote.**

## **9. Unfinished Business**

None.

## **10. New Business**

None.

## **11. Council Member Reports**

Mayor Arnold said he had attended the GRIPs event at Johnson-Williams Middle School and had found it impressive. He noted the presence of a report from Berryville Main Street in the agenda

packet and commended President Christina Kraybill for BMS's downtown beautification efforts and support of the recent parade celebrating the Town's 225<sup>th</sup> anniversary, which he said had been successful and well-publicized and well-described by Mr. Powell's coverage for *The Winchester Star*. The mayor noted the upcoming Juneteenth program to occur on the 17<sup>th</sup> at the fairgrounds. He mayor also commended beautification efforts by local resident Bradly Berry.

Mayor Arnold also commended Ms. Dunkle and Mr. Dalton for the street improvements that had been in progress since 2018 and would include extensive sidewalk work on East Main Street, made possible by \$6.8 million in state funding that Ms. Dunkle had secured via a highly competitive process.

Mr. Steinmetz of Ward 1 said he was excited about the new sidewalks there.

Mr. Mazzarino of Ward 3, revisiting the matter of the barriers discussed in Citizens' Forum, said opinion within Hermitage V was varied and that pleasing everyone would not be possible. He said he would recommend extra police attention in the area during the transition, and Mr. Dalton said this had been planned.

Mr. Tibbens of Ward 4 thanked everyone involved in making the sidewalk project possible, from his perspective as a former planning commissioner. He also commended the mayor and everyone else involved in making the 225 parade a success.

The other members had nothing to add.

## **12. Staff Reports**

Nothing was added to the written reports for Public Works, Utilities, Police, or Administration and Finance.

### **Community Development**

Ms. Dunkle said work was proceeding on the wayfinding signage project, that she and Ms. Harrison had met with the sign consultant and that VDOT had approved the designs. Ms. Harrison said decisions about sign location were pending.

### **Deputy Town Manager**

#### **Reserved Delivery Parking Downtown**

Ms. Petti said a citizen inquiry had prompted staff to draft a proposed ordinance and penalty as guidance for potential requests for reserved parking spaces for delivery vehicles, and then read that document aloud for the Council.

Ms. Harrison moved that the Council of the Town of Berryville adopt the **attached** ordinance amending Berryville Code Sec. 10-57 *Reserved Delivery Vehicle Parking* and Sec. 10-62. *General penalty for parking violations; certification of contest of parking citation*, as presented. The motion passed by unanimous voice vote.

Ms. Harrison moved that the Council of the Town of Berryville set the annual cost for a delivery vehicle parking space reserved in accordance with Berryville Code Sec. 10-57 *Reserved Delivery Vehicle Parking*, at \$250, with such fee becoming effective on January 1, 2024. The motion passed by unanimous voice vote.

#### **Update: Short-Term Rentals**

Ms. Petti said the matter of short-term rentals, discussed in previous meetings of the Council and by the Public Safety and Community Development Committees, would be the subject of a public hearing in the June 27 meeting of the Planning Commission and that no action by the Council was necessary at present.

#### **Update: Hogan's Alley**

Ms. Petti said the preliminary steps for refurbishment of Hogan's Alley were proceeding, including the acquisition earlier that day of ironwork from the railroad depot to be used for decorative accent.

#### **Town Manager**

Mr. Dalton began his report by discussing a matter not on the agenda, namely the Virginia Department of Health's finding earlier in the year that the Town's drinking water had registered a higher-than-acceptable level of a chlorine byproduct created by the process of disinfecting the water. He said the levels had temporarily returned to normal but had recently crossed the threshold again, which would necessitate another notice being sent to residents in upcoming bill mailings.

Mr. Dalton clarified that public health was the Town's top priority in water treatment, with disinfection always occurring, and that the aberrant substance was a result of the difficulty involved in balancing the amount of disinfectant needed, which can vary significantly throughout the year because of temperature changes. He said the Town has discussed the matter extensively with an engineer and with the VDH and that operators will be making treatment and system adjustments as needed. He said it would be possible for an engineer to address the July meeting of the Council.

Mr. Dalton said the VDH is working closely with the Town and that the Town had begun taking the steps the VDH would recommend. He and Mr. Tibbens briefly discussed quarterly readings.

## **Boundary Line Adjustments Between Town of Berryville, Clarke County Public Schools, and Paul Howell**

Mr. Dalton explained that construction of the final section of Mosby Boulevard eleven years ago had caused a portion of CCPS property to be stranded along the west side of a street easement and separated from the rest, and that the Town and Mr. Howell propose boundary line adjustments to resolve this problem, create conditions for orderly development, and provide for sound maintenance of properties. He displayed relevant maps and directed the Council's attention to the timetable for consideration of the matter by the various parties and governmental entities involved. He said the principal participants appeared to be in accord and that he would be addressing the school board next week.

## **Proposed Revision of Town Code to Regulate Conduct in Rose Hill Park**

Mr. Dalton said Ms. Harrison had raised concerns about noise and vandalism in the park and that Section 13-35 of the Town Code needed refinement in order to address the problem. He said he and Chief White proposed to rewrite it and would consult the Town attorney regarding the Code revisions and the rules for park use that may be placed in force under the town manager's administrative authority.

**Ms. Harrison moved that the Council of the Town of Berryville direct the town manager to review this matter with the Town's legal counsel and report their findings to the Council. The motion passed by unanimous voice vote.**

## **American Rescue Plan Act of 2021 Update**

Mr. Dalton added nothing to his written report other than noting that projects on Josephine Street had been delayed by scheduling of the process for boring under the railroad. He said he expected that task to proceed on June 28.

Ms. Harrison asked about the status of the \$250,000 allotted for building and façade grants for downtown businesses. Mr. Culp explained that the entire amount had been committed but that one applicant had decided not to proceed with an agreed-upon project, while other projects had been completed at less than the expected cost, which would release a total of approximately \$17,000 for grants to other qualified applicants.

## **Blight Abatement Update**

Mr. Dalton briefly summarized the progress of abatement work at 114, 203, and 225 Josephine Street, noting that 203 was possibly the property Mr. Liggins had had in mind when addressing the meeting. Mr. Dalton said the status of 229 Josephine Street was described in detail in the agenda packet and that he believed it might necessitate corrective measures under Section 5-3

of the Town Code, which deals with health and safety risks, rather than under Section 5-5, which deals with blight *per se*. He said there are holes in the foundation of the structure, with the potential for problems with birds and vermin, and an open cistern.

Ms. Harrison said the cistern was the matter of greatest concern. There was a discussion of the need for an inspection of it, and the process. Mr. Dalton said this was something he could do but that the property owner and the owner's legal counsel had denied him access to the property. Mr. Tibbens expressed interest in minimizing the property owner's expenses. Mr. Mazzarino cited the danger posed by leaving the problem unaddressed and recommended invoking Section 5-3 if an inspection did not occur. Ms. Harrison noted the potential hazard to law enforcement and fire and safety personnel.

The consensus of the Council was that Mr. Dalton should again seek permission to access the property.

### **13. Committee Updates**

#### **Budget and Finance**

Ms. Poulin briefly described corrections in the budget necessitated by a formatting problem.

**Vice Mayor Gibson moved that the Council of the Town of Berryville adopt the attached budget for fiscal year 2023-2024, an approved copy of which shall be incorporated into and become part of the official minutes of this meeting, and further as set forth in this approved budget shall hereby be appropriated for fiscal year 2023-2024. The motion passed by unanimous voice vote.**

Vice Mayor Gibson said the committee would meet on June 26 at 3:00 p.m.

#### **Streets and Utilities**

Ms. Harrison said the committee would meet in September.

The other committee chairs had nothing to add.

### **14. Other**

No other business was discussed.

### **15. Closed Session**

**Vice Mayor Gibson moved that the Council of the Town of Berryville enter closed session in accordance with §2.2-3711-A-1 of the Code of Virginia, to discuss the performance of an employee of the Town Council. The motion passed by unanimous voice vote.**

The Council entered closed session at 8:36 p.m.

Vice Mayor Gibson moved that the Council adopt the **attached** resolution certifying the closed session. The motion passed by unanimous roll-call vote.

The Council returned to open session at 9:43 p.m.

#### **16. Adjourn**

The Council adjourned at 9:46 p.m. on a motion by Mr. Mazzarino.

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Erecka L. Gibson, Vice Mayor

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Paul Culp, Town Clerk

# TOWN COUNCIL SIGN-UP SHEET

## Public Hearing

Tuesday, June 13, 2023

7:00 p.m.

Proposed establishment of truck length restrictions on the following streets: Byrd Ave., Hermitage Blvd. east of South Buckmarsh St., Josephine St., South Church St. between Crow St. and South Buckmarsh St., Swan Ave. east of South Buckmarsh St., and Taylor St. east of South Buckmarsh St.

**Name:** \_\_\_\_\_ **Town of Berryville Resident?**

*Janice Badal* \_\_\_\_\_  Yes  No

~~*Matthew Detmer*~~ \_\_\_\_\_  Yes  No

~~*Betty Brown*~~ \_\_\_\_\_  Yes  No

*Tennor Lyse* \_\_\_\_\_  Yes  No

~~*[Signature]*~~ \_\_\_\_\_  Yes  No

~~*[Signature]*~~ \_\_\_\_\_  Yes  No

*Du-Dee Higgins* \_\_\_\_\_  Yes  No

*Rene Dawson* \_\_\_\_\_  Yes  No

BERRYVILLE TOWN COUNCIL SIGN-UP SHEET

Citizens' Forum

Tuesday, June 13, 2023

7:00 p.m.

Name:	Town of Berryville Resident?
Craig Mattice	<input checked="" type="radio"/> Yes No
<del>Phyllis Digger</del>	Yes No
Daniel Nelson	Yes No
Janice Badal	Yes No
Carl Gallagher	Yes No
	Yes No

**BERRYVILLE TOWN COUNCIL: Motion to approve and adopt text amendments to  
Town of Berryville Code Chapter 10- Motor vehicles and traffic.**

Date: 13 June 2023

Motion By: Harrison

I move that the Council of the Town of Berryville Motion adopt the attached ordinance amending Berryville Code: *Sec. 10-57 Reserved Delivery Vehicle Parking* and *Sec. 10-62. General penalty for parking violations; certification of contest of parking citation* as presented.

VOTE:

Aye: Unanimous voice vote

Nay:

Absent:

ATTEST:

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Erecka L. Gibson, Vice Mayor

AN ORDINANCE ADOPTING  
CHANGES TO AN ORDINANCE SECTION OF THE BERRYVILLE  
CODE – MOTOR VEHICLES AND TRAFFIC

BE IT ORDAINED, by the Council of Town of Berryville, that the Code of the Town of Berryville, is amended by modifying Chapter 10, Sections 10-57 and 10-62 as follows:

Sec. 10-57 Reserved Delivery Vehicle Parking

Where a Reserved Delivery Vehicle Parking space has been set apart by the Town Manager in accordance with applicable provisions of this section, the following regulations shall apply with respect to the use of such areas:

- (a) Monthly Reserved Delivery Vehicle Parking permits may be issued to businesses licensed to operate in town-regulated parking areas and for which delivery services have been determined by Town Manager to be requisite for operation.
- (b) No space may be reserved for delivery vehicles on Main Street or Buckmarsh Street.
- (c) Rental fees for reserved spaces will be set by Town Council.
- (d) The Town will design, purchase, and install signage to designate the reserved space and the expenses incurred shall be payable by the reserving business.
- (e) No person shall stop, stand, or park a vehicle for any purpose or length of time, except a delivery vehicle registered to the business reserving the space and identified by the owner's or company's name in letters at least three (3) inches high on both sides of the vehicle.
- (f) No more than one space may be reserved per business.
- (g) Permits issued pursuant to this section shall not be transferable, and may be revoked for nonpayment, failure to use the space as intended, or in the event the Town Manager determines the scope of business no longer requires delivery services.

Sec. 10-62. - General penalty for parking violations; certification of contest of parking citation.

- (a) Unless otherwise provided, any person violating the provision of section 10-70 relating to parking in metered spaces shall be guilty of a traffic infraction and punished as prescribed in section 10-1; provided, however, that any such violation may be satisfied, in full, by payment to the town treasurer of five dollars (\$5.00) within twenty-four (24) hours of such violation, or seven dollars (\$7.00) within fifteen (15) days of such violation. If payment for such violation is not received within fifteen (15) days, the fine shall be assessed at thirty dollars (\$30.00).
- (b) Unless otherwise provided, any person violating the provision of section 10-48(a)(1)–(17) shall be guilty of a traffic infraction and punished as prescribed in section 10-1; provided however, that any such violation may be satisfied, in full, by payment to the town treasurer of ten dollars (\$10.00) within five (5) days of such violation.
- (c) Unless otherwise provided, any person violating the provisions of section 10-18(a) shall be guilty of a traffic infraction and punished as prescribed in section 10-1; provided, however, that any such violation may be satisfied, in full, by payment to the town treasurer of twenty-five (\$25.00) within five (5) days of such violation.
- (d) Unless otherwise provided, any person violating the provisions of section 10- 57 shall be guilty of a traffic infraction and punished as prescribed in section 10-1; provided,

however, that any such violation may be satisfied, in full, by payment to the town treasurer of twenty-five (\$25.00) within five (5) days of such violation.

(e) All uncontested parking citations paid under this section shall be accounted for by the town treasurer.

VOTE:

Aye – *Unanimous voice vote*

Nay –

Absent –

ATTEST: \_\_\_\_\_  
Erecka L. Gibson, Vice Mayor

DATE: \_\_\_\_\_

**Motion for Approval  
2023-2024 Fiscal Year Budget  
of the Town of Berryville**

Date: June 13, 2023

Motion By: *Gibson*

I hereby move that the Council of the Town of Berryville adopt the attached budget for fiscal year 2023-2024, an approved copy of which shall be incorporated into the and become a part of the official minutes of this meeting, and further as set forth in this approved budget shall hereby be appropriated for fiscal year 2023-2024.

VOTE

Aye: *Unanimous voice vote*

Nay:

Absent:

Abstain:

ATTEST

\_\_\_\_\_  
Erecka Gibson, Vice Mayor

**FY 23-24 BUDGET REVENUES**

Account Number	Account Description	FY APPROVED 2022-2023	FY23-24 DRAFT 2023-2024
<b>GENERAL FUND</b>			
<b>FUND BALANCE</b>			
100-3000000-0000	FUND BALANCE FORWARD	\$ 40,000.00	\$ -
	<b>TOTAL FUND BALANCE</b>	\$ 40,000.00	\$ -
<b>REVENUE FROM LOCAL SOURCES</b>			
100-3110101-0000	CURRENT REAL ESTATE TAXES	\$ 1,154,000.00	\$ 1,355,575.00
100-3110102-0000	DEL REAL ESTATE TAXES	\$ -	\$ -
100-3110201-0000	UTILITY REAL ESTATE TAXES	\$ 11,200.00	\$ 11,200.00
100-3110301-0000	CURRENT PERS PROP TAXES	\$ 400,000.00	\$ 410,000.00
100-3110302-0000	DEL PERS PROP TAXES	\$ -	\$ -
100-3110303-0000	REFUSE COLLECTION(EXTRA TOTERS)	\$ 7,000.00	\$ 13,000.00
100-3110401-0000	MACHINERY & TOOLS	\$ 175,000.00	\$ 175,000.00
100-3110601-0000	TAX PENALTIES	\$ 8,000.00	\$ 8,000.00
100-3110602-0000	TAX INTEREST	\$ 2,000.00	\$ 2,000.00
	<b>TOTAL REV FROM LOCAL SOURCES</b>	\$ 1,757,200.00	\$ 1,974,775.00
<b>OTHER LOCAL TAXES</b>			
100-3120101-0000	LOCAL SALES TAX	\$ 260,000.00	\$ 280,000.00
100-3120201-0000	CONSUMER UTILITY TAX	\$ 100,000.00	\$ 100,000.00
100-3120300-0000	BUSINESS LICENSE	\$ 240,000.00	\$ 240,000.00
100-3120402-0000	REC FRANCHISE FEES	\$ 35,000.00	\$ 35,000.00
100-3120501-0000	AUTO LICENSE	\$ 95,000.00	\$ 102,000.00
100-3120601-0000	BANK FRANCHISE TAXES	\$ 140,000.00	\$ 150,000.00
100-3120801-0000	CIGARETTE TAX (10¢)	\$ 13,000.00	\$ 13,000.00
100-3121001-0000	LODGING TAX (2%)	\$ 8,500.00	\$ 10,000.00
100-3121101-0000	MEALS TAX (4%)	\$ 350,000.00	\$ 400,000.00
	<b>TOTAL OTHER LOCAL TAXES</b>	\$ 1,241,500.00	\$ 1,330,000.00
<b>PERMITS, FEES &amp; LICENSES</b>			
100-3130304-0000	LAND USE APPLICATION FEES	\$ 1,000.00	\$ 1,000.00
100-3130307-0000	ZONING & SUBDIVISION FEES	\$ 10,000.00	\$ 10,000.00
	<b>TOTAL PERMITS, FEES &amp; LICENSES</b>	\$ 11,000.00	\$ 11,000.00
<b>FINES &amp; FORFEITURES</b>			
100-3140101-0000	COURT FINES	\$ 12,000.00	\$ 12,000.00
100-3140102-0000	PARKING METER FINES	\$ 3,000.00	\$ 2,000.00
100-3140103-0000	ESUMMONS	\$ 1,000.00	\$ 1,000.00
	<b>TOTAL FINES &amp; FORFEITURES</b>	\$ 16,000.00	\$ 15,000.00

Account Number	Account Description		FY APPROVED 2022-2023		FY23-24 DRAFT 2023-2024
<b>REVENUE FROM MONEY OR PROP</b>					
100-3150101-0000	INTEREST ON DEPOSITS	\$	85,000.00	\$	95,000.00
100-3150201-0000	RENTAL OF PROPERTY	\$	12,500.00	\$	12,500.00
100-3150205-0000	WATER TANK SITE LEASE	\$	85,000.00	\$	86,000.00
100-3150206-0000	CHARGE CARD REBATE	\$	15,000.00	\$	17,000.00
	<b>TOTAL FROM MONEY OR PROP</b>	\$	<b>197,500.00</b>	\$	<b>210,500.00</b>
<b>CHARGES FOR SERVICES</b>					
100-3160703-0000	PARKING METERS	\$	10,000.00	\$	8,000.00
100-3161502-0000	SALE OF PUBLICATIONS	\$	-	\$	-
	<b>TOTAL CHARGES FOR SERVICES</b>	\$	<b>10,000.00</b>	\$	<b>8,000.00</b>
<b>MISCELLANEOUS REVENUES</b>					
100-3189905-0000	SALE OF SURPLUS	\$	5,000.00	\$	5,000.00
	<b>TOTAL MISC REVENUES</b>	\$	<b>5,000.00</b>	\$	<b>5,000.00</b>
	<b>TOTAL LOCAL REVENUES</b>	\$	<b>3,278,200.00</b>	\$	<b>3,554,275.00</b>
<b>REVENUE FROM THE COMMONWEALTH</b>					
<b>NON-CATEGORICAL AID</b>					
100-3220107-0000	ROLLING STOCK TAX	\$	1,850.00	\$	1,850.00
100-3220109-0000	PPTRA	\$	209,917.00	\$	209,917.00
100-3220201-0000	COMMUNICATION TAX	\$	70,000.00	\$	65,000.00
100-3220106-0000	ARPA FUNDS (2ND TRANCHE)	\$	2,267,493.00	\$	-
	<b>TOTAL NON-CATEGORICAL AID</b>	\$	<b>2,549,260.00</b>	\$	<b>276,767.00</b>
<b>CATEGORICAL AID</b>					
100-3220108-0000	599 LAW ENFORCEMENT GRANT	\$	82,350.00	\$	90,600.00
100-3240103-0000	LE BLOCK GRANT	\$	1,000.00	\$	1,000.00
100-3240201-0000	FIRE FUND PROGRAM	\$	15,250.00	\$	15,250.00
100-3240300-0000	VDOT LANE MILE ALLOWANCE	\$	503,000.00	\$	503,000.00
100-3240301-0000	VDOT ROAD MAINTENANCE	\$	55,555.00	\$	55,555.00
100-3240302-0000	LITTER CONTROL GRANT	\$	1,900.00	\$	2,500.00
100-3240312-0000	VA COMMISSION FOR THE ARTS	\$	4,500.00	\$	4,500.00
100-3240710-0000	DMV ANIMAL FRIENDLY PLATES	\$	-	\$	-
	<b>TOTAL CATEGORICAL AID</b>	\$	<b>663,555.00</b>	\$	<b>672,405.00</b>
	<b>TOTAL FROM THE COMMONWEALTH</b>	\$	<b>3,212,815.00</b>	\$	<b>949,172.00</b>

Account Number	Account Description	FY APPROVED 2022-2023	FY23-24 DRAFT 2023-2024
<b>REVENUE FROM THE FEDERAL GOVERNMENT</b>			
<b>CATEGORICAL AID</b>			
100-3340102-0000	FEDERAL FIRE FUND PROGRAM	\$ -	\$ -
100-3340311-0000	FEDERAL EMERGENCY R&R	\$ -	\$ -
	<b>TOTAL CATEGORICAL AID</b>	\$ -	\$ -
	<b>TOTAL FROM FEDERAL GOVERNMENT</b>	\$ -	\$ -
<b>REVENUE FROM OTHER SOURCES</b>			
<b>NON-REVENUE RECEIPTS</b>			
100-3410201-0000	MISCELLANEOUS REVENUES	\$ 1,000.00	\$ 1,000.00
	<b>TOTAL FROM OTHER SOURCES</b>	\$ 1,000.00	\$ 1,000.00
	<b>TOTAL FROM OTHER SOURCES</b>	\$ 1,000.00	\$ 1,000.00
	<b>TOTAL GENERAL FUND REVENUES</b>	\$ 6,492,015.00	\$ 4,504,447.00
<b>WATER FUND</b>			
<b>FUND BALANCE</b>			
501-3000000-0000	FUND BALANCE	\$ 200,000.00	\$ 615,000.00
	<b>TOTAL FUND BALANCE</b>	\$ 200,000.00	\$ 615,000.00
<b>REVENUE FROM MONEY OR PROP</b>			
501-3150102-0000	INTEREST ON INVESTMENTS	\$ 30,000.00	\$ 65,000.00
	<b>TOTAL FROM USE OF MONEY OR PROP</b>	\$ 30,000.00	\$ 65,000.00
<b>CHARGES FOR SERVICES</b>			
501-3160110-0000	TREATMENT FEES	\$ 1,000,000.00	\$ 1,200,000.00
501-3160111-0000	DELINQUENT ACCT PENALTIES	\$ 30,000.00	\$ 40,000.00
501-3160113-0000	AVAILABILITY CHARGES	\$ 745,000.00	\$ 30,500.00
501-3160114-0000	CONNECTION CHARGES	\$ -	\$ -
501-3160115-0000	METER FEES	\$ 16,000.00	\$ 1,000.00
501-3160116-0000	LOAN PROCEEDS	\$ -	\$ 1,200,000.00
	<b>TOTAL CHARGES FOR SERVICES</b>	\$ 1,791,000.00	\$ 2,471,500.00
	<b>TOTAL WATER FUND</b>	\$ 2,021,000.00	\$ 3,151,500.00

Account Number	Account Description		FY APPROVED 2022-2023		FY23-24 DRAFT 2023-2024
<b>SEWER FUND</b>					
	FUND BALANCE				
502-3000000-0000	FUND BALANCE	\$	-	\$	1,095,000.00
	<b>TOTAL FUND BALANCE</b>	\$	-	\$	1,095,000.00
<b>REVENUE FROM MONEY OR PROP</b>					
	INTEREST INCOME	\$	35,000.00	\$	35,000.00
502-3150101-0000	INTEREST INCOME	\$	35,000.00	\$	35,000.00
	<b>TOTAL REVENUE FROM MONEY OR PROP</b>	\$	35,000.00	\$	35,000.00
<b>CHARGES FOR SERVICES</b>					
	TREATMENT FEES	\$	1,700,000.00	\$	1,800,000.00
502-3160110-0000	TREATMENT FEES	\$	1,700,000.00	\$	1,800,000.00
	SECURITY DEPOSITS	\$	-	\$	-
502-3160112-0000	SECURITY DEPOSITS	\$	-	\$	-
	AVAILABILITY CHARGES	\$	850,000.00	\$	32,750.00
502-3160113-0000	AVAILABILITY CHARGES	\$	850,000.00	\$	32,750.00
	<b>TOTAL CHARGES FOR SERVICES</b>	\$	2,550,000.00	\$	1,832,750.00
<b>REVENUE FROM OTHER SOURCES</b>					
<b>NON-REVENUE RECEIPTS</b>					
	VRA LOAN	\$	-	\$	-
502-3410401-0000	VRA LOAN	\$	-	\$	-
	WQIF Grant	\$	-	\$	-
502-3410402-0000	WQIF Grant	\$	-	\$	-
	NUTRIENT CREDIT REBATE	\$	500.00	\$	500.00
502-3410404-0000	NUTRIENT CREDIT REBATE	\$	500.00	\$	500.00
	<b>TOTAL NON-REVENUE RECEIPTS</b>	\$	500.00	\$	500.00
	<b>TOTAL FROM OTHER SOURCES</b>	\$	500.00	\$	500.00
	<b>TOTAL SEWER FUND</b>	\$	2,585,500.00	\$	2,963,250.00
	<b>TOTAL REVENUES ALL FUNDS</b>	\$	11,098,515.00	\$	10,619,197.00

Account Number	Account Description	FY APPROVED 2022-2023	FY23-24 DRAFT 2023-2024
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**FY 22-23 BUDGET EXPENSES**

Account Number	Account Description	FY22-23 APPROVED 2022-2023	FY23-24 DRAFT 2023-2024
<b>GENERAL FUND</b>			
<b>TOWN COUNCIL</b>			
100-4011100-1111	EXPENSE COMPENSATION	\$ 18,900.00	\$ 18,900.00
100-4011100-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 1,450.00	\$ 1,450.00
100-4011100-5540	TRAINING	\$ 4,000.00	\$ 4,000.00
100-4011100-5699	LOCAL CONTRIBUTIONS	\$ 10,000.00	\$ 5,000.00
100-4011100-5800	MISCELLANEOUS	\$ 5,000.00	\$ 5,000.00
100-4011100-5810	DUES	\$ 3,000.00	\$ 3,000.00
100-4011100-6017	TOWN CODE SUPPLEMENTS	\$ 2,000.00	\$ 2,000.00
100-4011100-6018	STATE CODE SUPPLEMENTS	\$ -	\$ -
	<b>TOTAL TOWN COUNCIL</b>	<b>\$ 44,350.00</b>	<b>\$ 39,350.00</b>
<b>TOWN CLERK</b>			
100-4011200-1114	SALARIES/WAGES/TNCLK	\$ 48,500.00	\$ 52,100.00
100-4011200-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 3,700.00	\$ 4,100.00
100-4011200-5510	MILEAGE	\$ 250.00	\$ 250.00
100-4011200-5540	EDUCATION/TRAINING	\$ 1,000.00	\$ 1,000.00
100-4011200-5810	DUES	\$ 100.00	\$ 100.00
	<b>TOTAL TOWN CLERK</b>	<b>\$ 53,550.00</b>	<b>\$ 57,550.00</b>
<b>OFFICE OF TOWN MANAGER</b>			
100-4012110-1112	COMPENSATION	\$ 70,000.00	\$ 83,000.00
100-4012110-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 5,400.00	\$ 6,500.00
100-4012110-3399	BLIGHT ABATEMENT	\$ 50,000.00	\$ 50,000.00
100-4012110-5230	TELECOMMUNICATIONS	\$ 600.00	\$ 600.00
100-4012110-5510	MILEAGE	\$ 150.00	\$ 150.00
100-4012110-5540	TRAINING	\$ 1,000.00	\$ 1,000.00
100-4012110-5810	DUES	\$ 500.00	\$ 750.00
	<b>TOTAL TOWN MANAGER</b>	<b>\$ 127,650.00</b>	<b>\$ 142,000.00</b>
<b>LEGAL SERVICES</b>			
100-4012210-3150	PROFESSIONAL SERVICES	\$ 50,000.00	\$ 50,000.00
	<b>TOTAL LEGAL SERVICES</b>	<b>\$ 50,000.00</b>	<b>\$ 50,000.00</b>

Account Number	Account Description		FY APPROVED 2022-2023		FY23-24 DRAFT 2023-2024
<b>PERSONNEL</b>					
100-4012220-2100	SOCIAL SECURITY	\$	-	\$	-
100-4012220-2210	VRS	\$	160,000.00	\$	169,000.00
100-4012220-2220	VMLIP - STD	\$	645.00	\$	650.00
100-4012220-2230	VMLIP - LTD	\$	6,600.00	\$	6,900.00
100-4012220-2250	Line of Duty Act	\$	8,500.00	\$	8,500.00
100-4012220-2300	HEALTH INSURANCE	\$	212,000.00	\$	227,000.00
100-4012220-2400	LIFE INSURANCE	\$	16,230.00	\$	17,400.00
100-4012220-2600	UNEMPLOYMENT INSURANCE	\$	600.00	\$	230.00
100-4012220-2700	WORKER'S COMPENSATION	\$	35,000.00	\$	35,000.00
100-4012220-3110	RANDOM DRUG SCREENING	\$	750.00	\$	750.00
100-4012220-9001	EMPLOYEE RECOGNITION	\$	2,000.00	\$	2,000.00
	<b>TOTAL PERSONNEL</b>	\$	<b>442,325.00</b>	\$	<b>467,430.00</b>
<b>INDEPENDENT AUDITOR</b>					
100-4012240-3120	CONTRACTUAL SERVICES	\$	20,000.00	\$	20,000.00
	<b>TOTAL INDEPENDENT AUDITOR</b>	\$	<b>20,000.00</b>	\$	<b>20,000.00</b>
<b>TOWN TREASURER</b>					
100-4012410-1113	COMPENSATION	\$	82,000.00	\$	85,500.00
100-4012410-2100	MATCHING FICA EXPENSE (7.65 %)	\$	6,275.00	\$	6,700.00
100-4012410-3130	PROFESSIONAL SER/TAX CONV	\$	2,500.00	\$	2,500.00
100-4012410-3150	PROFESSIONAL SER/VEC	\$	-	\$	-
100-4012410-5306	SURETY BONDS	\$	500.00	\$	500.00
100-4012410-5540	TRAINING	\$	2,000.00	\$	2,000.00
100-4012410-5810	DUES	\$	1,000.00	\$	1,000.00
100-4012410-6015	AUTO DECALS	\$	-	\$	-
100-4012410-6020	CIGARETTE TAX STAMPS	\$	-	\$	-
	<b>TOTAL TOWN TREASURER</b>	\$	<b>94,275.00</b>	\$	<b>98,200.00</b>
<b>FINANCE/ACCOUNTING</b>					
100-4012430-1113	COMPENSATION	\$	110,000.00	\$	130,000.00
100-4012430-2100	MATCHING FICA EXPENSE (7.65 %)	\$	8,450.00	\$	9,700.00
100-4012430-5540	TRAINING	\$	3,400.00	\$	3,400.00
	<b>TOTAL FINANCE/ACCOUNTING</b>	\$	<b>121,850.00</b>	\$	<b>143,100.00</b>
<b>CENTRAL ADM/PURCHASING</b>					
100-4012530-3320	MAINTENANCE CONTRACTS	\$	51,100.00	\$	52,250.00
100-4012530-3400	WEB SITE	\$	1,000.00	\$	1,000.00
100-4012530-3450	DIGITIZING	\$	7,000.00	\$	7,000.00
100-4012530-3501	NEWSLETTER	\$	1,000.00	\$	1,000.00
100-4012530-3600	ADVERTISING	\$	6,000.00	\$	8,000.00
100-4012530-5210	POSTAGE	\$	15,000.00	\$	16,000.00
100-4012530-5230	TELECOMMUNICATIONS	\$	4,200.00	\$	4,300.00
100-4012530-5250	SOCIAL MEDIA ARCHIVING	\$	2,700.00	\$	3,300.00
100-4012530-5415	COPIER LEASE	\$	4,900.00	\$	5,100.00
100-4012530-5540	TRAINING	\$	1,500.00	\$	2,500.00

Account Number	Account Description		FY APPROVED 2022-2023		FY23-24 DRAFT 2023-2024
100-4012530-5699	CONTRIBUTION / CC SOCIAL MEDIA	\$	5,000.00	\$	5,000.00
100-4012530-5810	DUES	\$	500.00	\$	500.00
100-4012530-6001	OFFICE SUPPLIES	\$	11,500.00	\$	15,000.00
	<b>TOTAL CENTRAL ADM/PURCHASING</b>	\$	<b>111,400.00</b>	\$	<b>120,950.00</b>
	<b>RISK MANAGEMENT</b>				
100-4012550-5304	BLANKET EXCESS LIABILITY	\$	16,000.00	\$	16,000.00
100-4012550-5305	AUTOMOBILE INSURANCE	\$	13,000.00	\$	13,000.00
100-4012550-5308	SÉMI-MULTI PERIL INS	\$	28,900.00	\$	36,500.00
100-4012550-5800	INSURANCE DEDUCTABLES	\$	-	\$	-
	<b>TOTAL RISK MANAGEMENT</b>	\$	<b>57,900.00</b>	\$	<b>65,500.00</b>
	<b>ENGINEERING SERVICES</b>				
100-4012600-3140	ENGINEERING SERVICES	\$	5,000.00	\$	5,000.00
	<b>TOTAL ENGINEERING SERVICES</b>	\$	<b>5,000.00</b>	\$	<b>5,000.00</b>
	<b>ELECTIONS</b>				
100-4013100-1125	ELECTION OFFICIALS	\$	3,000.00	\$	2,500.00
100-4013100-6001	OFFICE SUPPLIES	\$	3,000.00	\$	1,500.00
	<b>TOTAL ELECTIONS</b>	\$	<b>6,000.00</b>	\$	<b>4,000.00</b>
	<b>PUBLIC DEFENDER FEES</b>				
100-4021500-3150	PUBLIC DEFENDER FEES	\$	2,000.00	\$	2,000.00
	<b>TOTAL PUBLIC DEFENDER FEES</b>	\$	<b>2,000.00</b>	\$	<b>2,000.00</b>
	<b>POLICE DEPARTMENT</b>				
100-4031100-1139	COMPENSATION	\$	667,000.00	\$	700,500.00
100-4031100-2100	MATCHING FICA EXPENSE (7.65 %)	\$	51,500.00	\$	54,000.00
100-4031100-3110	MEDICAL EXAMINATIONS	\$	500.00	\$	900.00
100-4031100-3115	PRE EMPLOYMENT DRUG SCREEN	\$	500.00	\$	250.00
100-4031100-3190	INTERPRETER	\$	400.00	\$	400.00
100-4031100-3310	REPAIR & MAINTENANCE	\$	12,000.00	\$	12,000.00
100-4031100-3320	MAINTENANCE CONTRACTS	\$	29,000.00	\$	40,100.00
100-4031100-4081	RICH RAU SAFETY FUND	\$	5,000.00	\$	5,000.00
100-4031100-4082	WILDLIFE MANAGEMENT	\$	250.00	\$	250.00
100-4031100-5210	POSTAGE	\$	500.00	\$	500.00
100-4031100-5230	TELECOMMUNICATIONS	\$	3,000.00	\$	3,000.00
100-4031100-5415	COPIER LEASE	\$	4,400.00	\$	4,400.00
100-4031100-5540	TRAINING	\$	16,000.00	\$	19,000.00
100-4031100-5545	OFFICE ACCREDIATION	\$	1,000.00	\$	500.00
100-4031100-5810	DUES	\$	850.00	\$	850.00
100-4031100-5815	COMMUNITY RELATIONS	\$	2,000.00	\$	2,000.00
100-4031100-6001	OFFICE SUPPLIES	\$	1,600.00	\$	1,600.00
100-4031100-6008	GASOLINE & OIL	\$	19,440.00	\$	20,000.00
100-4031100-6010	POLICE SUPPLIES	\$	13,500.00	\$	13,500.00
100-4031100-6011	UNIFORMS	\$	3,000.00	\$	3,000.00

Account Number	Account Description	FY APPROVED 2022-2023	FY23-24 DRAFT 2023-2024
	<b>TOTAL POLICE DEPARTMENT</b>	\$ 831,440.00	\$ 881,750.00
	<b>TRAFFIC CONTROL</b>		
100-4031300-5699	COUNTY CONT/CROSSING GD	\$ 2,500.00	\$ 2,500.00
	<b>TOTAL TRAFFIC CONTROL</b>	\$ 2,500.00	\$ 2,500.00
	<b>EMERGENCY SERVICES</b>		
100-4031400-5699	CONTRIBUTION/CC CENT ALRM	\$ 5,000.00	\$ 5,000.00
	<b>TOTAL EMERGENCY SERVICES</b>	\$ 5,000.00	\$ 5,000.00
	<b>VOLUNTEER FIRE DEPARTMENT</b>		
100-4032200-5699	CONTRIBUTION/JHEVFD	\$ 30,000.00	\$ 30,000.00
100-4032200-5707	FIRE FUND PROGRAM	\$ 15,250.00	\$ 18,500.00
100-4032200-8411	CAPITAL PROJECT	\$ 50,000.00	\$ 10,000.00
	<b>TOTAL VOLUNTEER FIRE DEPT</b>	\$ 95,250.00	\$ 58,500.00
	<b>CORRECTION &amp; DETENTION</b>		
100-4033200-5550	CONFINEMENT OF PRISONERS	\$ -	\$ -
	<b>TOTAL CORRECTION &amp; DETENTION</b>	\$ -	\$ -
	<b>PUBLIC WORKS ADMINISTRATION</b>		
100-4041100-1140	COMPENSATION	\$ 40,000.00	\$ 38,000.00
100-4041100-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 3,100.00	\$ 2,900.00
100-4041100-3110	MEDICAL EXAMS	\$ 1,000.00	\$ 1,000.00
100-4041100-3310	VEHICLE REP & MAINTENANCE	\$ 11,000.00	\$ 11,000.00
100-4041100-5120	FUEL OIL/HEAT	\$ 2,500.00	\$ 3,000.00
100-4041100-5230	TELECOMMUNICATIONS	\$ 8,000.00	\$ 8,000.00
100-4041100-5415	COPIER LEASE	\$ 2,700.00	\$ 2,700.00
100-4041100-5540	TRAINING	\$ 2,500.00	\$ 6,000.00
100-4041100-6001	OFFICE SUPPLIES	\$ 500.00	\$ 500.00
	<b>TOTAL PUBLI WKS ADMINISTRATION</b>	\$ 71,300.00	\$ 73,100.00
	<b>HWYS, STS BRIDGES &amp; SDWLKS</b>		
100-4041200-1183	COMPENSATION	\$ 175,000.00	\$ 191,000.00
100-4041200-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 13,400.00	\$ 14,800.00
100-4041200-3310	EQUIPMENT MAINTENANCE	\$ 12,000.00	\$ 12,000.00
100-4041200-3311	STREET TREES/SIDEWALKS	\$ 15,000.00	\$ 15,000.00
100-4041200-3315	TOWN STREET RESERVE	\$ 16,000.00	\$ 16,000.00
100-4041200-3316	STREET SIGN MAINTENANCE	\$ -	\$ -
100-4041200-5425	NORFOLK/SOUTHERN R-O-W'S	\$ 1,200.00	\$ 1,200.00
100-4041200-6007	MATERIALS & SUPPLIES	\$ 5,000.00	\$ 6,000.00
100-4041200-6008	GASOLINE & OIL	\$ 24,000.00	\$ 24,000.00
100-4041200-6011	UNIFORMS	\$ 6,000.00	\$ 6,000.00
	<b>TOTAL HWYS, STS BRIDGES &amp; SWLKS</b>	\$ 267,600.00	\$ 286,000.00

Account Number	Account Description		FY APPROVED 2022-2023		FY23-24 DRAFT 2023-2024
	<b>VDOT STREET MAINTENANCE</b>				
100-4041250-3140	ENGINEERING	\$	10,000.00	\$	10,000.00
100-4041250-3300	VDOT STREET MAINTENANCE	\$	-	\$	-
100-4041250-3310	EQUIPMENT MAINTENANCE	\$	10,000.00	\$	15,000.00
100-4041250-3311	STORM SEWER MAINTENANCE	\$	15,000.00	\$	15,000.00
100-4041250-3316	SIGNS	\$	10,000.00	\$	10,000.00
100-4041250-5800	CONTINGENCY	\$	25,000.00	\$	25,000.00
100-4041250-6007	MATERIALS AND SUPPLIES	\$	10,000.00	\$	10,000.00
100-4041250-6050	STREET MAINTENANCE	\$	121,500.00	\$	125,000.00
100-4041250-6060	SIDEWALK REPLACEMENT	\$	45,000.00	\$	45,000.00
100-4041250-6135	MOWING/TREE REMOVAL	\$	15,000.00	\$	15,000.00
100-4041250-6207	STREET SWEEPING	\$	18,000.00	\$	18,000.00
100-4041250-6307	SNOW REMOVAL	\$	60,000.00	\$	60,000.00
100-4041250-8801	EQUIPMENT PURCHASE	\$	123,500.00	\$	-
100-4041250-8803	PW SITE IMPROVEMENTS	\$	35,000.00	\$	150,000.00
100-4041250-8804	SAFETY EQUIPMENT	\$	5,000.00	\$	5,000.00
	<b>TOTAL VDOT STREET MAINTENANCE</b>	\$	503,000.00	\$	503,000.00
	<b>STREET LIGHTS</b>				
100-4041320-5110	ELECTRICITY	\$	75,000.00	\$	90,000.00
	<b>TOTAL STREET LIGHTS</b>	\$	75,000.00	\$	90,000.00
	<b>SNOW REMOVAL - DOWNTOWN</b>				
100-4041330-3220	CONTRACTUAL SERVICES	\$	20,000.00	\$	20,000.00
100-4041330-6007	MATERIALS & SUPPLIES	\$	2,000.00	\$	2,000.00
	<b>TOTAL SNOW REMOVAL-DOWNTOWN</b>	\$	22,000.00	\$	22,000.00
	<b>PARKING METERS &amp; LOTS</b>				
100-4041340-6007	MATERIALS & SUPPLIES	\$	1,500.00	\$	2,000.00
	<b>TOTAL PARKING METERS &amp; LOTS</b>	\$	1,500.00	\$	2,000.00
	<b>STREET &amp; ROAD CLEANING</b>				
100-4042200-6007	MATERIALS & SUPPLIES	\$	-	\$	-
	<b>TOTAL PARKING METERS &amp; LOTS</b>	\$	-	\$	-
	<b>REFUSE COLLECTION</b>				
100-4042300-3220	CONTRACTUAL SERVICES	\$	219,000.00	\$	240,000.00
100-4042300-6225	RECYCLING SERVICES	\$	85,000.00	\$	110,000.00
	<b>TOTAL REFUSE COLLECTION</b>	\$	304,000.00	\$	350,000.00
	<b>REFUSE DISPOSAL</b>				
100-4042400-3800	FCO LANDFILL CHARGES	\$	45,000.00	\$	50,000.00
	<b>TOTAL REFUSE DISPOSAL</b>	\$	45,000.00	\$	50,000.00

Account Number	Account Description	FY APPROVED 2022-2023	FY23-24 DRAFT 2023-2024
<b>GENERAL PROPERTIES</b>			
100-4043200-3310	REPAIR & MAINTENANCE	\$ 17,000.00	\$ 47,000.00
100-4043200-3325	HERMITAGE SWPOND MAINT	\$ 4,100.00	\$ 4,100.00
100-4043200-6007	MATERIALS & SUPPLIES	\$ 500.00	\$ 500.00
100-4043200-6017	CHRISTMAS WREATHS	\$ 500.00	\$ 500.00
	<b>TOTAL GENERAL PROPERTIES</b>	\$ 22,100.00	\$ 52,100.00
<b>BUILDING SERVICES</b>			
100-4064200-3150	PROFESSIONAL SERVICES	\$ 1,000.00	\$ 1,000.00
100-4064200-3200	CONTRACTURAL SERVICES	\$ 10,000.00	\$ 10,000.00
100-4064200-5110	ELECTRICITY	\$ 20,100.00	\$ 20,100.00
100-4064200-5120	NATURAL GAS/HEAT	\$ 3,000.00	\$ 3,000.00
100-4064200-5130	WATER/SEWER	\$ 800.00	\$ 800.00
100-4064200-5230	TELECOMMUNICATIONS	\$ 1,500.00	\$ 1,500.00
100-4064200-5304	LIABILITY INSURANCE	\$ 1,500.00	\$ 1,500.00
100-4064200-7113	IN KIND COSTS	\$ 13,000.00	\$ 13,000.00
100-4064200-7115	SHARED MAINTENANCE	\$ 19,000.00	\$ 19,000.00
100-4064200-8411	CAPITAL ASSET RESERVES	\$ 10,000.00	\$ 10,000.00
	<b>TOTAL BUILDING SERVICES</b>	\$ 79,900.00	\$ 79,900.00
<b>PARKS &amp; RECREATION</b>			
100-4071310-3160	CONTRACTURAL SER/JN BLUE	\$ 1,000.00	\$ 1,000.00
100-4071310-6017	CHRISTMAS LIGHTS	\$ 3,500.00	\$ 3,500.00
100-4071310-6018	ROSE HILL PARK MAINTENANCE	\$ 7,000.00	\$ 15,000.00
	<b>TOTAL PARKS &amp; RECREATION</b>	\$ 11,500.00	\$ 19,500.00
<b>PLANNING</b>			
100-4081100-1155	COMPENSATION	\$ 95,975.00	\$ 97,000.00
100-4081100-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 7,345.00	\$ 7,500.00
100-4081100-3190	PROFESSIONAL SERVICES	\$ 3,000.00	\$ 3,000.00
100-4081100-3195	PREPAID APPLICATION FEES	\$ -	\$ -
100-4081100-3500	PRINTING	\$ 250.00	\$ 250.00
100-4081100-5510	MILEAGE	\$ 100.00	\$ 100.00
100-4081100-5540	TRAINING	\$ -	\$ -
100-4081100-5810	DUES	\$ -	\$ -
100-4081100-6001	OFFICE EQUIPMENT	\$ 100.00	\$ 100.00
100-4081100-6012	PUBLICATIONS	\$ -	\$ -
	<b>TOTAL PLANNING</b>	\$ 106,770.00	\$ 107,950.00
<b>BOARD OF ZONING APPEALS</b>			
100-4081400-1110	EXPENSE COMPENSATION	\$ 500.00	\$ 500.00
100-4081400-5540	TRAINING	\$ 750.00	\$ 750.00
	<b>TOTAL BOARD OF ZONING APPEALS</b>	\$ 1,250.00	\$ 1,250.00

Account Number	Account Description		FY APPROVED 2022-2023		FY23-24 DRAFT 2023-2024
<b>ECONOMIC DEVELOPMENT</b>					
100-4081500-5693	VA COMMISSION FOR ARTS FUNDING	\$	4,500.00	\$	4,500.00
100-4081500-5695	TOWN/COUNTY ECONOMIC DEV	\$	19,500.00	\$	20,500.00
100-4081500-5696	ECONOMIC DEVELOPMENT RESERVE	\$	2,500.00	\$	2,500.00
100-4081500-5699	DBI/ECO DEV PROF SERVICES	\$	2,000.00	\$	-
100-4081500-5700	ANNEXATION AREA PROF SERVICES	\$	-	\$	-
	<b>TOTAL ECONOMIC DEVELOPMENT</b>	\$	<b>28,500.00</b>	\$	<b>27,500.00</b>
<b>PLANNING COMMISSION</b>					
100-4081600-1111	EXPENSE COMPENSATION	\$	5,000.00	\$	5,000.00
100-4081600-5540	TRAINING	\$	1,000.00	\$	1,500.00
100-4081600-5810	DUES	\$	-	\$	-
	<b>TOTAL PLANNING COMMISSION</b>	\$	<b>6,000.00</b>	\$	<b>6,500.00</b>
<b>B'VILLE AREA DEV AUTHORITY</b>					
100-4081700-1111	EXPENSE COMPENSATION	\$	2,400.00	\$	2,500.00
100-4081700-5540	TRAINING	\$	500.00	\$	1,000.00
100-4081700-5810	DUES	\$	-	\$	-
	<b>TOTAL B'VILLE AREA DEV AUTHORITY</b>	\$	<b>2,900.00</b>	\$	<b>3,500.00</b>
<b>ARCHITECTURAL REVIEW BOARD</b>					
100-4081800-5540	TRAINING	\$	400.00	\$	500.00
	<b>TOTAL ARCHITECTURAL REVIEW BD</b>	\$	<b>400.00</b>	\$	<b>500.00</b>
<b>TREE BOARD</b>					
100-4081900-5800	MISCELLANEOUS	\$	500.00	\$	-
	<b>TOTAL TREE BOARD</b>	\$	<b>500.00</b>	\$	<b>-</b>

Account Number	Account Description	FY APPROVED 2022-2023	FY23-24 DRAFT 2023-2024
	<b>CAPITAL OUTLAY</b>		
100-4094200-8225	COMPUTER REPLACEMENT	\$ 8,500.00	\$ 35,000.00
100-4094200-8231	PATROL VEHICLE	\$ -	\$ 57,500.00
100-4094200-8338	SNOW PLOW(S)	\$ 30,000.00	\$ -
100-4094200-8340	MOWER	\$ 1,500.00	\$ -
100-4094200-8341	ROSE HILL PARK REPAIRS (PW)	\$ -	\$ 30,000.00
100-4094200-8345	PW TON DUMP	\$ 32,000.00	\$ -
100-4094200-8411	CAPITAL RESERVE	\$ 19,695.91	\$ -
100-4094200-8602	3/4 TON TRUCK (PW)	\$ 15,000.00	\$ 191,088.10
100-4094200-8702	WAYFINDING SIGNS RESERVE	\$ -	\$ -
100-4094200-8803	PUBLIC WORKS SITE IMPROVEMENTS	\$ 35,000.00	\$ -
100-4094200-8915	HOGAN'S ALLEY IMPROVEMENTS	\$ -	\$ 10,000.00
100-4094200-8951	PD RADIO REPLACEMENT RESERVE	\$ -	\$ -
100-4094200-8959	CHRISTMAS DECORATIONS FOR STS(PW)	\$ 20,000.00	\$ -
100-4094200-9002	JACKSON DR SWMA/DORSEY ST STMWTR	\$ -	\$ -
100-4094200-9003	BACKHOE (PW)	\$ 45,000.00	\$ -
100-4094200-9004	MOSBY BOULEVARD SIDEWALK	\$ 20,000.00	\$ 20,000.00
100-4094200-9005	FAIRFAX (E&W) SIDEWALK RESERVE	\$ 60,000.00	\$ 60,000.00
100-4094200-9006	SECOND STREET REPAIRS	\$ 20,000.00	\$ -
100-4094200-9007	INTERVIEW ROOM AV (PD)	\$ -	\$ 6,500.00
100-4094200-9008	SALT BUILDING (PW)	\$ -	\$ -
100-4094200-9009	TOWN STREET REPAIRS	\$ -	\$ 20,000.00
	<b>TOTAL CAPITAL OUTLAY</b>	\$ 306,695.91	\$ 430,088.10
	<b>ARPA EXPENSES</b>		
100-4094300-5700	ARPA EXPENSES	\$ 2,267,493.00	\$ -
	<b>TOTAL ARPA EXPENSES</b>	\$ 2,267,493.00	\$ -
	<b>CONTINGENCY</b>		
100-4094300-5800	CONTINGENCY (3.00%)	\$ 176,616.09	\$ 115,128.90
	<b>TOTAL CONTINGENCY</b>	\$ 176,616.09	\$ 115,128.90
	<b>DEBT SERVICE</b>		
100-4095000-9110	RDA PRINCIPAL	\$ 44,500.00	\$ 46,500.00
100-4095000-9120	RDA INTEREST	\$ 77,000.00	\$ 75,100.00
100-4095000-9130	RDA DEBT SER RESERVE	\$ -	\$ -
	<b>TOTAL DEBT SERVICE</b>	\$ 121,500.00	\$ 121,600.00
	<b>TOTAL GENERAL FUND OPERATIONAL</b>	\$ 5,887,203.00	\$ 3,837,630.00
	<b>TOTAL GENERAL FUND CONTINGENCY</b>	\$ 176,616.09	\$ 115,128.90
	<b>TOTAL GENERAL FUND CAP OUTLAY</b>	\$ 306,695.91	\$ 430,088.10
	<b>TOTAL GENERAL FUND DEBT SERVICE</b>	\$ 121,500.00	\$ 121,600.00
	<b>TOTAL GENERAL FUND EXPENSES</b>	\$ 6,492,015.00	\$ 4,504,447.00

Account Number	Account Description	FY APPROVED 2022-2023	FY23-24 DRAFT 2023-2024
<b>WATER FUND</b>			
<b>PERSONNEL</b>			
501-4012220-1140	COMPENSATION	\$ 120,000.00	\$ 130,000.00
501-4012220-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 9,200.00	\$ 9,950.00
501-4012220-2210	VRS	\$ 65,000.00	\$ 79,000.00
501-4012220-2220	VMLIP - STD	\$ 300.00	\$ 300.00
501-4012220-2230	VMLIP - LTD	\$ 2,700.00	\$ 3,200.00
501-4012220-2300	HEALTH INSURANCE	\$ 87,000.00	\$ 105,500.00
501-4012220-2400	LIFE INSURANCE	\$ 6,600.00	\$ 7,500.00
501-4012220-2600	UNEMPLOYMENT INSURANCE	\$ 76.00	\$ 110.00
501-4012220-2700	WORKER'S COMPENSATION	\$ 25,200.00	\$ 21,000.00
501-4012220-3170	MISS UTILITY	\$ 1,500.00	\$ 1,750.00
501-4012220-3320	HANDHELD MAINT	\$ 4,500.00	\$ 5,000.00
501-4012220-3450	DIGITIZING	\$ 7,000.00	\$ 7,000.00
501-4012220-5210	POSTAGE	\$ 4,400.00	\$ 4,700.00
501-4012220-5540	TRAINING	\$ 2,500.00	\$ 2,500.00
501-4012220-6001	OFFICE SUPPLIES	\$ 500.00	\$ 2,000.00
	<b>TOTAL PERSONNEL</b>	\$ 336,476.00	\$ 379,510.00
<b>TREATMENT</b>			
501-4012222-1147	COMPENSATION	\$ 200,000.00	\$ 273,000.00
501-4012222-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 15,300.00	\$ 21,000.00
501-4012222-2830	CERTIFICATION FEES	\$ 600.00	\$ 600.00
501-4012222-2840	STATE CONNECTION FEES	\$ 5,900.00	\$ 5,900.00
501-4012222-2850	LAB TESTING	\$ 9,000.00	\$ 11,000.00
501-4012222-3110	MEDICAL EXAMS	\$ 200.00	\$ 200.00
501-4012222-3145	PROFESSIONAL SERVICES	\$ 10,000.00	\$ 10,000.00
501-4012222-3210	SLUDGE REMOVAL	\$ 27,000.00	\$ 27,000.00
501-4012222-3220	CLEAN RIVER INTAKE	\$ 2,000.00	\$ 3,000.00
501-4012222-3310	REPAIR & MAINTENANCE	\$ 65,000.00	\$ 75,000.00
501-4012222-3510	CONSUMER CONFIDENCE RPT	\$ 1,000.00	\$ 1,000.00
501-4012222-5110	ELECTRICITY	\$ 70,000.00	\$ 70,000.00
501-4012222-5120	PROPANE HEAT WTP	\$ 4,000.00	\$ 7,200.00
501-4012222-5230	TELECOMMUNICATIONS	\$ 4,300.00	\$ 4,700.00
501-4012222-5415	COPIER LEASE	\$ 900.00	\$ 1,300.00
501-4012222-5540	TRAINING	\$ 3,500.00	\$ 3,500.00
501-4012222-5690	DISCHARGE PERMIT RENEWAL	\$ 3,000.00	\$ 3,000.00
501-4012222-5810	DUES	\$ 1,000.00	\$ 1,000.00
501-4012222-6001	OFFICE SUPPLIES	\$ 1,000.00	\$ 1,000.00
501-4012222-6004	LAB SUPPLIES	\$ 5,000.00	\$ 7,000.00
501-4012222-6005	JANITORIAL SUPPLIES	\$ 1,000.00	\$ 1,300.00
501-4012222-6008	GASOLINE & OIL	\$ 7,250.00	\$ 7,200.00
501-4012222-6011	UNIFORMS	\$ 1,000.00	\$ 1,000.00
501-4012222-6014	TOOLS	\$ 500.00	\$ 1,000.00
501-4012222-6019	SAFETY EQUIPMENT	\$ 2,000.00	\$ 2,000.00
501-4012222-6020	PERSONAL EQUIPMENT	\$ 600.00	\$ 600.00

Account Number	Account Description		FY APPROVED 2022-2023		FY23-24 DRAFT 2023-2024
501-4012222-6025	CHEMICALS	\$	43,000.00	\$	50,000.00
	<b>TOTAL TREATMENT</b>	\$	<b>484,050.00</b>	\$	<b>589,500.00</b>
	<b>DISTRIBUTION &amp; MAINTENANCE</b>				
501-4012224-1183	COMPENSATION	\$	165,000.00	\$	192,000.00
501-4012224-2100	MATCHING FICA EXPENSE (7.65 %)	\$	12,625.00	\$	14,700.00
501-4012224-3330	LINE REPAIR & MAINTENANCE	\$	50,000.00	\$	50,000.00
501-4012224-6007	MATERIALS & SUPPLIES	\$	30,000.00	\$	30,000.00
501-4012224-6019	SAFETY EQUIPMENT	\$	700.00	\$	700.00
501-4012224-6030	NEW SERVICE SUPPLIES	\$	2,000.00	\$	2,000.00
501-4012224-9008	STORAGE TANK MAINT CONTRACT	\$	155,700.00	\$	25,000.00
	<b>TOTAL DISTRIBUTION &amp; MAINT</b>	\$	<b>416,025.00</b>	\$	<b>314,400.00</b>
	<b>CAPITAL OUTLAY</b>				
501-4094200-8102	TANK REPAIR & MAINTENANCE	\$	-	\$	-
501-4094200-8105	PICKUP (1/2)	\$	-	\$	-
501-4094200-8118	WTP BACKWASH LAGOON REPAIR	\$	-		
501-4094200-8144	WATER TREATMENT PLANT UPGRADES	\$	150,000.00	\$	1,200,000.00
501-4094200-8211	CAPITAL RESERVES	\$	316,352.47	\$	11,587.70
501-4094200-8225	COMPUTER UPGRADE	\$	3,000.00	\$	3,000.00
501-4094200-8340	MOWER (1/3)	\$	1,500.00	\$	-
501-4094200-8345	PW ONE TON DUMP TRUCK	\$	16,500.00	\$	-
501-4094200-8360	HANDHELD METER READER	\$	-	\$	-
501-4094200-8361	WATER DIST SYSTEM UPGRADES	\$	-	\$	400,000.00
501-4094200-8602	3/4 TON TRUCK	\$	15,000.00	\$	-
501-4094200-8605	WTP BUILDING MAINTENANCE	\$	-		
501-4094200-8703	PICKUP (1/2)	\$	-		
501-4094200-8704	FINISH PUMP PROJECT	\$	-	\$	50,000.00
501-4094200-8958	WATER METER REPLACEMENT	\$	-	\$	165,000.00
501-4094200-9003	BACKHOE(PW)	\$	45,000.00	\$	-
501-4094200-9004	SECURITY IMPROVEMENTS	\$	-	\$	-
501-4094200-9005	WATER RIVER PUMP DISCONNECT ELIM	\$	-	\$	-
501-4094200-9006	WTP UPGRADE- PER	\$	200,000.00		0.00
	<b>TOTAL CAPITAL OUTLAY</b>	\$	<b>747,352.47</b>	\$	<b>1,829,587.70</b>
	<b>CONTINGENCY</b>				
501-4094300-5800	CONTINGENCY (3.00%)	\$	37,096.53	\$	38,502.30
	<b>TOTAL CONTINGENCY</b>	\$	<b>37,096.53</b>	\$	<b>38,502.30</b>
	<b>TOTAL WATER FUND OPERATIONAL</b>	\$	<b>1,236,551.00</b>	\$	<b>1,283,410.00</b>
	<b>TOTAL WATER FUND CONTINGENCY</b>	\$	<b>37,096.53</b>	\$	<b>38,502.30</b>
	<b>TOTAL WATER FUND CAP OUTLAY</b>	\$	<b>747,352.47</b>	\$	<b>1,829,587.70</b>
	<b>TOTAL WATER FUND EXPENSES</b>	\$	<b>2,021,000.00</b>	\$	<b>3,151,500.00</b>

Account Number	Account Description		FY APPROVED 2022-2023		FY23-24 DRAFT 2023-2024
<b>SEWER FUND</b>					
<b>PERSONNEL</b>					
502-4012220-1114	COMPENSATION	\$	100,000.00	\$	130,000.00
502-4012220-2100	MATCHING FICA EXPENSE (7.65 %)	\$	7,650.00	\$	10,000.00
502-4012220-2210	VRS	\$	56,500.00	\$	54,300.00
502-4012220-2220	VMLIP - STD	\$	210.00	\$	200.00
502-4012220-2230	VMLIP - LTD	\$	2,300.00	\$	2,250.00
502-4012220-2300	HEALTH INSURANCE	\$	75,000.00	\$	73,000.00
502-4012220-2400	LIFE INSURANCE	\$	5,700.00	\$	5,600.00
502-4012220-2600	UNEMPLOYMENT INSURANCE	\$	220.00	\$	75.00
502-4012220-2700	WORKER'S COMPENSATION	\$	15,000.00	\$	14,000.00
502-4012220-3320	HANDHELD MAINT	\$	3,000.00	\$	5,000.00
502-4012220-3450	DIGITIZING	\$	7,000.00	\$	7,000.00
502-4012220-5210	POSTAGE	\$	7,500.00	\$	7,500.00
502-4012220-6001	OFFICE SUPPLIES	\$	1,000.00	\$	2,500.00
	<b>TOTAL PERSONNEL</b>	\$	<b>281,080.00</b>	\$	<b>311,425.00</b>
<b>TREATMENT</b>					
502-4012222-1147	COMPENSATION	\$	205,000.00	\$	275,000.00
502-4012222-2100	MATCHING FICA EXPENSE (7.65 %)	\$	15,700.00	\$	21,000.00
502-4012222-2830	CERTIFICATION FEES	\$	900.00	\$	600.00
502-4012222-2850	LAB TESTING	\$	36,000.00	\$	33,000.00
502-4012222-3145	PROFESSIONAL SERVICES	\$	18,000.00	\$	18,000.00
502-4012222-3210	LANDFILL-SOLIDS DISPOSAL	\$	70,000.00	\$	85,000.00
502-4012222-3310	REPAIR & MAINTENANCE	\$	130,000.00	\$	174,000.00
502-4012222-5110	ELECTRICITY	\$	180,000.00	\$	145,000.00
502-4012222-5230	TELECOMMUNICATIONS	\$	6,500.00	\$	6,500.00
502-4012222-5415	COPIER LEASE	\$	4,000.00	\$	4,300.00
502-4012222-5540	TRAINING	\$	3,000.00	\$	3,000.00
502-4012222-5690	Discharge Permit Renewal	\$	3,500.00	\$	3,500.00
502-4012222-5810	DUES	\$	600.00	\$	600.00
502-4012222-6001	OFFICE SUPPLIES	\$	1,300.00	\$	1,500.00
502-4012222-6004	LAB SUPPLIES	\$	6,200.00	\$	6,200.00
502-4012222-6005	JANITORIAL SUPPLIES	\$	1,500.00	\$	3,500.00
502-4012222-6008	GASOLINE & DIESEL FUEL	\$	10,800.00	\$	10,000.00
502-4012222-6011	UNIFORMS	\$	1,000.00	\$	1,000.00
502-4012222-6014	TOOLS	\$	1,500.00	\$	1,500.00
502-4012222-6019	SAFETY EQUIPMENT	\$	2,500.00	\$	2,500.00
502-4012222-6020	PERSONAL EQUIPMENT	\$	800.00	\$	800.00
502-4012222-6025	CHEMICALS	\$	87,000.00	\$	120,000.00
	<b>TOTAL TREATMENT</b>	\$	<b>785,800.00</b>	\$	<b>916,500.00</b>

Account Number	Account Description	FY APPROVED 2022-2023	FY23-24 DRAFT 2023-2024
<b>DISTRIBUTION &amp; MAINTENANCE</b>			
502-4012224-1183	COMPENSATION	\$ 90,000.00	\$ 95,000.00
502-4012224-1183	MATCHING FICA EXPENSE (7.65 %)	\$ 6,900.00	\$ 7,500.00
502-4012224-3310	EQUIPMENT MAINTENANCE	\$ 5,000.00	\$ 5,000.00
502-4012224-3330	REPAIR & MAINTENANCE	\$ 10,000.00	\$ 15,000.00
502-4012224-6007	MATERIALS & SUPPLIES	\$ 3,000.00	\$ 3,000.00
502-4012224-6019	SAFETY EQUIPMENT	\$ 500.00	\$ 500.00
502-4012224-6030	NEW SERVICE SUPPLIES	\$ -	\$ -
	<b>TOTAL DISTRIBUTION &amp; MAINT</b>	\$ 115,400.00	\$ 126,000.00
<b>CAPITAL OUTLAY</b>			
502-4094200-8110	WWTP UPGRADES	\$ -	\$ 775,000.00
502-4094200-8134	Sewer Collection Sys Rehab	\$ 100,000.00	\$ 100,000.00
502-4094200-8225	COMPUTER UPGRADE	\$ 3,000.00	\$ 3,000.00
502-4094200-8340	MOWER (1/3)	\$ 1,500.00	\$ -
502-4094200-8345	PW ONE TON DUMP TRUCK	\$ 16,500.00	\$ -
502-4094200-8360	HANDHELD METER READER	\$ -	\$ -
502-4094200-8367	SEWER JET RODDER	\$ -	\$ -
502-4094200-8411	CAPITAL RESERVES	\$ 546,751.60	\$ 707.25
502-4094200-8540	MEMBRANE REPLACEMENT RESERVE	\$ -	\$ -
502-4094200-8545	MEMBRANE PRE-PURCHASE	\$ 110,000.00	\$ -
502-4094200-8550	EQUIPMENT REPAIR RESERVE	\$ -	\$ -
502-4094200-8602	3/4 TON PICKUP (1/3 VDOT)	\$ 15,000.00	\$ -
502-4094200-8703	PICKUP (1/2)	\$ -	\$ -
502-4094200-9003	BACKHOE PW	\$ 45,000.00	\$ -
502-4094200-9006	WWTP BLOWERT DISCONNECTS	\$ -	\$ -
502-4094200-9007	WWTP PERMEATE DISCONNECTS	\$ -	\$ -
502-4094200-9008	HARMONIC BALANCER	\$ 60,000.00	\$ 70,000.00
502-4094200-9009	BAR SCREEN WWTP	\$ -	\$ 150,000.00
	<b>TOTAL CAPITAL OUTLAY</b>	\$ 897,751.60	\$ 1,098,707.25
<b>CONTINGENCY</b>			
502-4094300-5800	CONTINGENCY (3.00%)	\$ 35,468.40	\$ 40,617.75
	<b>TOTAL CONTINGENCY</b>	\$ 35,468.40	\$ 40,617.75
<b>DEBT SERVICE</b>			
502-4095000-9118	VRA PRINCIPAL	\$ 470,000.00	\$ 470,000.00
	<b>TOTAL DEBT SERVICE</b>	\$ 470,000.00	\$ 470,000.00
	<b>TOTAL SEWER FUND OPERATIONAL</b>	\$ 1,182,280.00	\$ 1,353,925.00

<b>Account Number</b>	<b>Account Description</b>		<b>FY APPROVED 2022-2023</b>		<b>FY23-24 DRAFT 2023-2024</b>
	TOTAL SEWER FUND CONTINGENCY	\$	35,468.40	\$	40,617.75
	TOTAL SEWER FUND CAP OUTLAY	\$	897,751.60	\$	1,098,707.25
	TOTAL SEWER FUND DEBT SERVICE	\$	470,000.00	\$	470,000.00
	<b>TOTAL SEWER FUND EXPENSES</b>	\$	2,585,500.00	\$	2,963,250.00
	<b>TOTAL EXPENSES ALL FUNDS</b>	\$	<b>11,098,515.00</b>	\$	<b>10,619,197.00</b>

**Town of Berryville**

**Town Council**

**MOTION TO ENTER CLOSED SESSION**

Date: June 13, 2023

MOTION BY: Gibson  
SECOND BY:           

I move that the Council of the Town of Berryville enter closed session in accordance with section 2.2-3711.A.1 of the Code of Virginia to discuss the performance of an employee of the Town Council.

VOTE:

Aye: Unanimous voice vote

Nay:

Attest: \_\_\_\_\_

Erecka L. Gibson, Vice Mayor

**BERRYVILLE TOWN COUNCIL**

**MOTION**

**CLOSED SESSION RESOLUTION**

DATE: June 13, 2023

MOTION BY: *Gibson*

SECOND BY: \_\_\_\_\_

I move that the Council of the Town of Berryville adopt the following resolution certifying it has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act:

**Resolution**

WHEREAS, Section 2.2-3712.D of the Code of Virginia requires a certification by this Council that such closed meeting was conducted in conformity with Virginia law,

NOW, THEREFORE, BE IT RESOLVED that the Council hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Council.

VOTE:

Aye: *Unanimous roll-call vote*

Nay:

Absent/Abstain:

ATTEST: \_\_\_\_\_

Erecka L. Gibson, Vice Mayor

**BERRYVILLE TOWN COUNCIL BUDGET AND FINANCE COMMITTEE**  
**Berryville-Clarke County Government Center**  
**MINUTES**  
**June 26, 2023**

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The Berryville Town Council Budget and Finance Committee met on Monday, May 26, 2023 at 3:00 p.m. in the Berryville-Clarke County Government Center at 101 Chalmers Court in Berryville, Virginia.

**Attendance:** Members of the committee present: Vice Mayor Erecka Gibson, Chair; Grant Mazzarino

**Staff:** Jean Petti, Deputy Town Manager; Cynthia Poulin, Treasurer; Paul Culp, Town Clerk

**Participating Remotely:** Ellen Griffith, David Flynn, and Sandra Da Conceicao of PNC Financial Services

**1. Call to Order**

Vice Mayor Gibson called the meeting to order at 3:09 p.m. after a delay caused by technological problems associated with remote participation.

**2. Approval of Agenda**

Mr. Mazzarino moved to approve the agenda. The motion passed by consensus.

**3. Unfinished Business**

None.

**4. New Business**

**Proposed Bank Account Openings and Closings**

Ms. Petti explained that the Town needed a low-activity checking account, and Ms. Poulin asked the bankers what they might suggest as an interest-bearing account suitable for long-term retention of lump sums, without checks or transfers.

Ms. Da Conceicao explained that PNC offers a money market account and a non-profit checking account. There was a discussion of the differences between them, and of checking privileges. The remote participants left the meeting at 3:21 p.m.

There was a discussion of account-maintenance costs. Vice Mayor Gibson said certainty about annual cost would be essential for bringing the matter to the full Town Council. She said particular attention must be paid to fees that might ensue if, in the event another bank failed, the Town would need to use the new account as an operating account, necessitating numerous transactions. Ms. Poulin said

advance knowledge of this was important but that the sums involved likely would encourage the bank to impose insignificant fees, if any.

There was a discussion of whether to have a checking account in addition to the money market account, with a view to operations during a crisis, or whether a checking account could be added on short notice. Vice Mayor Gibson said having only one account would be sensible if the objective was merely to retain funds, with a checking account to be added later if that became desirable. She said having two accounts would be acceptable if fees were not involved.

Ms. Petti said she would contact PNC with the committee's questions and would get answers in writing.

There was a brief discussion of account closures. Ms. Poulin said one of the Town accounts was no longer used and that two others had proven not to be usable at all. The committee agreed that the accounts could be closed.

#### **Proposed Amendment of Bank Account Policy**

Ms. Petti said the primary purpose of the changes was the updating of names and titles.

Vice Mayor Gibson said a time should be established for the committee's semi-annual approval of bank accounts. The consensus was that this should occur in odd-numbered years.

There was a brief discussion of how the policy might apply to the previous discussion.

#### **5. Other**

None.

#### **6. Closed Session**

None.

#### **7. Adjourn**

Vice Mayor Gibson invited a motion to adjourn. Mr. Mazzarino so moved, with the meeting adjourning by consensus at 4:02 p.m.