

**TOWN OF DAYTON
REGULAR COUNCIL MEETING
COUNCIL CHAMBERS DAYTON TOWN HALL
Monday, June 12, 2023
6:00 p.m.**

AGENDA

1. Call to Order Mayor Jackson
 - a. Roll Call by Clerk
 - b. Invocation
 - c. Pledge of Allegiance
2. Approval of Minutes for Regular Town Council Meeting of May 8, 2023, and Special Called Meeting of June 5, 2023.
3. Action Items
 - a. Consideration of Amendment to Town Code Ordinance to adopt newly passed General Assembly Actions
 - b. Appointment Actions
4. Public Comment
5. Staff Reports
 - a. Manager's Report
 - b. Police Department's Report
 - c. Attorney's Report
 - d. Mayor & Council Reports
6. Unfinished Business
7. New Business
8. Closed Session—As authorized by Virginia Code Section 2.2-3711(A)(1) for the discussion and consideration of the performance of specific public officers, as authorized by Virginia Code Section 2.2-3711(A)(29) for discussion of the terms and scope of the award of a future public contract where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body, and as authorized by Virginia Code Section 2.2-3711(A)(8) for consultation with legal counsel employed or retained by the Town regarding specific legal matters requiring the provision of legal advice by such counsel. The subject matter of the closed session is the Town Manager position.
9. Adjournment

Important Notice: Town Council Livestream Available

This meeting will be available for livestream viewing via Zoom at the link provided below. Please note that this is provided for viewing purposes only and all attendees will be muted and no comment will be accepted or allowed from Zoom.

Join Zoom Meeting:

<https://us02web.zoom.us/j/86053532214?pwd=MzFqQ3I0RDIBSHN3RTZVVG9BeTFKZz09>

Meeting ID: 860 5353 2214

Passcode: 556269

Dial in: 1-301-715-8592

**TOWN OF DAYTON
REGULAR COUNCIL MEETING MINUTES
COUNCIL CHAMBERS, DAYTON TOWN HALL
May 8, 2023**

COUNCIL MEMBERS PRESENT: Mayor Cary Jackson, Vice Mayor Bradford Dyjak, Susan Mathias, Robert Seward, Emily Estes, and Melody Pannell. Pursuant to Virginia State Code 2.2-3708.2 and the Town’s Resolution authorizing electronic participation in Town meetings, Bob Wolz joined remotely via Zoom from Forrest City, North Carolina, due to work travel.

COUNCIL MEMBERS ABSENT: None.

ALSO PRESENT: Jordan Bowman, Town Attorney; Earl Mathers, Interim Town Manager; Police Chief Justin Trout; Christa Hall, Interim Treasurer and Deputy Clerk of Council; and Meggie Roche, Economic Development Coordinator.

CALL TO ORDER: Mayor Jackson called the meeting to order at 6:00 p.m., welcomed guests both in person and those joining remotely as the meeting is also available for live-stream viewing via Zoom. He stated that the Council would only hear public comment from those attending in-person and have signed up to speak and that speakers would be limited to five minutes each. Deputy Clerk Hall called the roll for the Town Council. Mayor Jackson led the Invocation and the Pledge of Allegiance.

APPROVAL OF MINUTES: Mayor Jackson asked for a motion to approve the minutes as written for the Special Called Council Meeting of April 6, 2023; the Regular Town Council Meeting & Joint Public Hearings of April 10, 2023, and the Special Called Council Meeting of April 17, 2023. Councilperson Mathias replied so moved; the motion was seconded by Councilperson Seward. Mayor Jackson asked if there were any amendments to the minutes. Councilperson Mathias asked that the final motion from the April 6, 2023 meeting be corrected to read: “Council made a motion to offer the position of Town Manager to Susan Smith to include an interim period of four months. The revision was accepted and the motion passed by a roll call vote of 7 to 0, with the voting recorded as follows: DYJAK—AYE; PANNELL—AYE; SEWARD—AYE; MATHIAS—AYE; WOLZ—AYE; JACKSON—AYE; ESTES—AYE.

ACTION ITEMS: Mayor Jackson stated that the first action item on the agenda is the adoption of the Capital Improvement Program for Fiscal Years 2024-2028. Councilperson Dyjak made a motion to adopt the FY2024-28 CIP as presented. Councilperson Seward seconded the motion and the motion passed by a roll call vote of 7-0, with the voting recorded as follows: DYJAK—AYE; PANNELL—AYE; SEWARD—AYE; MATHIAS—AYE; WOLZ—AYE; JACKSON—AYE; ESTES—AYE. The Capital Improvement Program follows:

Capital Projects Fund

	A	B	C	D	E	G	H	I	J	K
1	Account Name	Project Complete	GL Code	CIP ID	Carry over balance at 1/31/23	FY24	FY25	FY26	FY27	FY28
2	Water & Sewer									
3	WTP Upgrade	✓	25-4910-840	W501						
4	Water/Sewer Lines Repair/Replacmt		25-4910-850	W502	126,575	75,000	75,000	75,000	75,000	75,000
5	Hydrants		25-4910-855	W503						
6	Water/Sewer Line Extension		25-4910-802	W504	65,000	80,000				
7	Mini Plant & New Water Source		25-4910-xxx	W505			100,000	100,000	100,000	100,000
8	Generators		25-4910-860	W506				100,000		
9	Equipment Replacement (svrc truck)	✓	25-4910-865	W507						
10	Mower	✓	25-4910-xxx	W508						
11	Elevated Pumphouse Updates		25-4910-xxx	W509			100,000			
12	Water Storage Facility		25-4910-xxx	W510		100,000	100,000	100,000	100,000	100,000
13	Streets									
14	Mill Street Stormwater	✓		S01						
15	Mason Street Bike/Buggy Ln.			S02						
16	Town Street/Alleys Resurfacing			S03		50,000				
17	Cargill Safety Improvements			S04						1,016,000
18	Bike/Ped Facilities									
19	Bicycle/Pedestrian Plan		15-4910-820	BP01						
20	Greenway		15-4910-810	BP02	4,438	50,000	50,000	50,000	50,000	50,000
21	Bicycle/Pedestrian Plan (King St Est)		15-4910-820	BP03	25,649	50,000			2,658,000	
22	Bicycle/Ped Plan (Dayton Mkt to Downtown)		15-4910-820	BP04			50,000	50,000	50,000	50,000
23	Sidewalk Replacement & Installation		15-4910-850	BP05	7,980	35,000	30,000	30,000	30,000	30,000
24	Parks & Public Facilities									
25	Land acquisition & amenities (land)		15-4910-860	PF01	50,000	25,000	25,000	25,000	25,000	25,000
26	Park amenities		15-4910-860	PF02		65,000				
27	Land ac & amenities (plygrnd equip)		15-4910-860	PF03						
28	Land ac & amenities (dog park)		15-4910-860	PF04			15,000			
29	Land ac & amenities (Family Ent Center)		15-4910-860	PF05						
30	Land ac & amenities (Splash pad)		15-4910-860	PF06			85,000			
31	Account Name	Project Complete	GL Code	CIP ID	Carry over balance at 1/31/23	FY24	FY25	FY26	FY27	FY28
32	Public Works									
33	Vehicle Replacement		15-4910-870	PW01			100,000			
34	Equipment Replacement (Bio-Trk)		15-4910-870	PW02						
35	Mower (Ventrac)		15-4910-880	PW03		35,000				
36	Equipment Replacement (Skid Str)		15-4910-870	PW04			75,000			
37	Equipment Replacement (Dump Trk)		15-4910-870	PW05			75,000			
38	Economic & Community Development									
39	Downtown Revitalization			ECD01			250,000			
40	Wayfinding Signage		15-4910-840	ECD02	72,812	178,000				
41	Police & Public Safety									
42	Vehicle Replacement		15-4910-802	PD01		50,000	50,000	50,000	50,000	50,000
43	PD In car camera	✓		PD02						
44	Police Station			PD03						
45	Administration									
46	Administration	✓	15-4910-890	AG1						
47	Town Hall Key Card									
48			TOTAL:		352,454	868,000				

Mayor Jackson then asked for a motion to adopt an Ordinance Adopting the Fiscal Year 2023-2024 Budget, Setting Tax Rates, & Appropriating Funds as presented. Councilperson Dyjak replied so moved and Councilperson Wolz seconded the motion. The motion passed by a roll call vote of 7-0, with the voting recorded as follows: DYJAK—AYE; PANNELL—AYE; SEWARD—AYE; MATHIAS—AYE; WOLZ—AYE; JACKSON—AYE; ESTES—AYE. The Ordinance reads as follows with attached Budget:

AN ORDINANCE ADOPTING THE FISCAL YEAR 2023-2024 BUDGET, SETTING TAX RATES, AND APPROPRIATING FUNDS FOR THE TOWN OF DAYTON, VIRGINIA

WHEREAS, Virginia Code Section 15.2-2503 requires the governing body of each locality in the Commonwealth of Virginia to prepare and approve a budget for informative and fiscal planning purposes only; and

WHEREAS, the Town Council for the Town of Dayton, Virginia has prepared a budget for the fiscal year 2023-2024, a copy of which is attached hereto as **Exhibit A** (the “Budget”), and has duly advertised and held a public hearing on the Budget as required by law; and

WHEREAS, the Town Council is also required by law to appropriate the funds as set forth in the Budget prior to expending such funds, and to set the tax rates for the calendar year 2023.

NOW, THEREFORE, BE IT ORDAINED, BY THE TOWN COUNCIL OF THE TOWN OF DAYTON, VIRGINIA THAT:

1. The Budget is hereby adopted and approved in the total amount of \$7,478,015 and as set forth in more detail on Exhibit A.

2. The monies described in the Budget are appropriated in the total amount of \$7,478,015 for the uses and purposes generally outlined in the Budget. Such authorized uses and purposes may include, but shall not be required to include, the payment of monetary bonuses to Town employees within the amounts budgeted and after further consultation with the Town Council. The Treasurer is further authorized to transfer from the Water & Sewer Fund to the General and Capital Funds such funds as necessary and within the amounts budgeted.
3. All tax rates for the calendar year 2023 are unchanged from those rates previously set for calendar year 2022. The real estate tax rate for calendar year 2023 shall continue to be \$0.08 for each one hundred dollars of assessed value as of January 1, 2023.
4. Nothing herein shall be construed to change, affect, or alter in any way that certain Ordinance Amending Appendix A to the Town Code Regarding Fees, Rates, and Charges adopted by the Town Council on April 10, 2023, with an effective date of July 1, 2023 (the “Fees, Rates, and Charges Ordinance”). Except as expressly provided in the Fees, Rates, and Charges Ordinance, all fees, rates, and charges imposed by the Town shall continue without change in full force and effect.

Exhibit A: Fiscal Year 2023-2024 Budget

Revenues

General Fund		
General Property Tax		\$166,500
Other Local Tax		\$416,250
Other Local Revenue		\$334,500
Federal/State Funding		\$123,872
Subtotal GF Before Transfer		<u>\$1,041,122</u>
Transfer*		\$1,338,264
Subtotal GF after transfer		\$2,379,386
Capital Fund - General		
Transfer*		\$885,954
Water & Sewer Fund		\$3,766,100
Capital Fund – Water & Sewer		
Transfer*		\$446,575
Total Revenues		\$7,478,015

Expenditures

General Fund		
General Government		\$635,791
Public Safety		\$816,130
Public Works		\$529,165
Parks, Recreation & Cultural		\$201,506
Community & Economic Development		\$196,794
Sub-Total		<u>\$2,379,386</u>
Capital Fund - General		\$773,879
Water & Sewer Fund		
Water & Sewer Operations		\$2,539,911
Transfer*		\$1,338,264
Capital Fund – Water & Sewer		\$446,575
Total Expenditures		\$7,478,015

Mayor Jackson stated that the next action item is the consideration of bids for the Wayfinding Signage Project and stated that Economic Development Coordinator Meggie Roche was here to provide a staff report on the project. Ms. Roche presented the low bidder to the Council stating that the final bid came in slightly over the budgeted amount and provided the Council with different options on how to proceed to award the bid. After some discussion, it was determined that Council felt it important to complete the project as presented and Councilperson Dyjak made a motion to award the bid for the Wayfinding Signage Project to Rite Lite not to exceed \$300,000. Councilperson Mathias seconded the motion and the motion passed by a roll call vote of 7-0, with the voting recorded as follows: DYJAK—AYE; PANNELL—AYE; SEWARD—AYE; MATHIAS—AYE; WOLZ—AYE; JACKSON—AYE; ESTES—AYE.

Finally, Mayor Jackson presented a list of Appointment Actions for Council consideration and stated that the actions are important and necessary for the continuity of government to ensue. He introduced Interim Town Manager, Earl Mathers and read the appointment actions as follows:

- Appoint Earl Mathers as Clerk to the Town Council.
- Appoint Christa Hall as Deputy Clerk to the Town Council.
- Appoint Earl Mathers as a Freedom of Information Officer for the Town.
- Appoint Earl Mathers as member to the HRRSA Sewer Authority. Adam Meek will continue to serve as alternate.
- Appoint Earl Mathers as member to the HRMPO Policy Board. Christa Hall will continue to serve as the alternate and as the member to the Technical Advisory Committee.
- Authorize Town Manager & Treasurer to be approved signatories for disbursements on behalf of the Town.
- Authorize Town Manager & Treasurer to approve investments on behalf of the Town.
- Appoint Earl Mathers as alternate to the Steering Committee for the Central Shenandoah All-Hazards Mitigation Plan. Justin Trout is the primary member.

Mayor Jackson then asked for a motion to accept all the appointment actions as presented. Councilperson Dyjak replied so moved and the motion was seconded by Councilperson Seward and approved by a roll call vote of 7-0, with the voting recorded as follows: DYJAK—AYE; PANNELL—AYE; SEWARD—AYE; MATHIAS—AYE; WOLZ—AYE; JACKSON—AYE; ESTES—AYE.

PUBLIC COMMENT: Mayor Jackson started by saying that it was great to have a full room of citizens and he welcomed the high school students who were in attendance. Mayor Jackson recognized Town resident Shawn Lough as he was signed up to speak. Mr. Lough asked about the adoption of the Capital Improvement Program and the initial \$50,000 allocated for the King Street Extension project. He asked for additional transparency on what the project is and how funds will be used.

Stacie Jackson was recognized next. Ms. Jackson gave her military child background. She's been here for 18 years and is proud of the Town. She feels that the Council is visible and keeps the future in mind when making decisions based on what's best for the Town. She stated that disagreements should be respectful and should not include personal attacks. She publicly commended the majority of the Council for their work.

Deb Crank was recognized to speak and she spoke regarding the merchant activity on College and Main Streets. She commented about a resident speaking out of turn at the March meeting. She stated that she is upset about Nanny's Nook receiving a no-fault eviction notice during a death in the family. She stated that she will not abandon her efforts to help to grow Dayton's customer base.

Lisa Halterman was then recognized to speak. She stated that she had previously served on the Town Council. When she was on Council, she wanted to remove the pay for Council members. She spoke regarding the history and timeline pertaining to Susan Smith's and the Town Manager position.

Tara Worthy was recognized to speak. She told Councilwoman Estes that she's appreciated and thanked Councilman Seward for his honesty. She mentioned Councilman Wolz and Councilwoman Pannell positively, also. She told Mayor Jackson, Vice Mayor Dyjak and Councilwoman Mathias, that they made a mistake regarding Susan Smith. She stated that Mayor Jackson is the most non-transparent elected official she's seen.

Yolanda Waggy was recognized to speak. She thanked Councilwoman Estes and said she is the only council person to stand up for the citizens and expressed her displeasure that she's been publicly reprimanded for speaking out. She described how she was censored when she tried to email questions to the council on the website. She asked questions about why former employees were receiving severance pay, why the mayor uses Town resources for his business, and what is the punishment for his drinking at an inappropriate time. She is recommending his removal from office in accordance with section 24.2-233 of the Virginia State Code pertaining to removal of elected officials and has presented a petition to the Rockingham County Circuit Court.

Ernad Hallilovic was next recognized to speak. He said he came to get answers but has ended up more confused than before. The present situation and all the allegations he has heard has him worried.

Finally, Penny Imeson, Director of Rocktown History was recognized to speak. She thanked the Council for their service and the funding of the wayfinding signs. She encouraged the Council members and stated she was excited to see the government students at the meeting.

Mayor Jackson then spoke to acknowledge that Ms. Crank, along with staff members, have asked to have Ms. Estes appointed to a committee. He stated that he is removing himself from the Police Committee and appointing Ms. Estes to that committee.

MANAGER'S REPORT: Interim Town Manager Earl Mathers provided a written report, which is attached along with the Financials for April. Mr. Mathers stated that it was a pleasure to be serving Dayton and that he was impressed with the community and staff. He stated that he is solution oriented and believes in being responsive. He stated that he had been placed in the interim position by the Berkley Group and that they will be handling the recruitment process for the new Town Manager. Councilperson Estes asked that Mr. Mathers's report be edited to show

that Susan Smith provided the Town with a proper professional 2-week notice upon her resignation and departure from the Town.

POLICE REPORT: Mr. Mathers stated that the accreditation process for the Police Department is going well, and Chief Trout had no additional report.

TOWN ATTORNEY REPORT: Attorney Jordan Bowman stated that he had no report.

MAYOR AND COUNCIL REPORTS: Councilperson Estes thanked the staff for enduring all that they had during the recent months. She stated that the Council appreciates the staff and that staff can go the Council with concerns. She addressed Susan Smith's husband to say that she was sorry that she had been disrespected through this process and apologized to him. She also called for the Mayor's resignation. She stated that she is concerned about the transparency and honesty on the Council and she was disappointed to see long-term employee Susan Smith leave.

Councilperson Dyjak stated that it was good to see residents engaged. He stated that he wants to move forward and focus on the positive. He said that we have a fantastic business community, engaged residents and Town staff and that he is proud of that. He mentioned the recent Redbud Festival and what a great event that was for a town the size of Dayton. He thanked Ms. Crank for her passionate efforts with the business community. He highlighted the unanimous support for the budget that included staff increases and the funding of several great projects. He concluded with extending an invitation to the ribbon cutting ceremony at the newly operating water treatment plant that is now complete and the town has still incurred no debt. We all love the Town of Dayton.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

CLOSED SESSION: None.

ADJOURNMENT: With there being no further business to come before the Council, Councilperson Estes made a motion to adjourn and Councilperson Wolz seconded the motion; motion passed unanimously. The meeting adjourned at 7:17 p.m.

Respectfully Submitted,

Cary Jackson, Mayor

Christa Hall, Deputy Clerk of Council

ATTACHMENT TO DTC 5.8.23 REGULAR MEETING MINUTES

Town Manager

Staff Report

April 2023

Police Department

1. Personnel

Position Title	# of Positions	Filled	Vacant
Chief	1	1	0
Lieutenant	1	1	0
Patrol	4	4	0

A. Employee recognition

- Breanna Burkhead has done a tremendous job assisting with accreditation.

B. Training

- None

2. Activity Report April 2023

Calls for Service	Incident Reports	IBR Reports	Arrests	Crashes	Citations
707	699	3	1	5	156

3. Project Updates

- Accreditation
 - 75% of the 192 proofs are completed.
- USDA Vehicle Grant- Spoke with Ford, no ETA.
- DCJS ARPA Law Enforcement Equipment and Technology Grant.
 - May 11, 2023, Announcement

4. Upcoming Events

- Cones With A Cop event to be held in June 10, 2023.
- Planning for Chief's Town Hall

Planning and Zoning

1. Four new Zoning Permits were issued.
2. No Certificates of Occupancy, Chicken Keeping, Short-Term Rental or Applications for a Home Occupations Permit were received.
3. Unable to attend the MPO or TAC for March due to Clerk conflicting demands..
4. The Community & Economic Development Committee met on April 5th to discuss Comp Plan, mailbox concerns and business signage.
5. The Planning Commission meeting for April was cancelled.
6. A preliminary plat plan is anticipated to be submitted in May. This will be reviewed by staff, the Planning Commission and any other involved parties.
7. Staff will be meeting with engineers to discuss the feasibility of the construction of a new gymnasium at Blue Ridge Christian School.

Public Works

Personnel:

Position Title	# of Positions	Filled	Vacant
Public Works Supervisor	1	1	0
Building & Grounds Technician	2	2	0
Part Time/seasonal	1	1	0

- Hiring Update: We have begun advertising the position of Facilities Technician and hope to fill the position by July 1st.
- Employee Recognitions:

Updates

- We have finally received all the pipe and materials for the Mason St. waterline upgrade. Hopefully construction will begin soon.
- Working on the new Well#2 entrance off Bartley St. Should be done in the next upcoming weeks.
- PW staff did a great job with the set-up and teardown for the Redbud Festival.
- Update on the Water Storage Tank. Spoke with the landowner and they're willing to sell a piece of property for the town to place a storage. Staff will continue to discuss this project. (See item for consideration.)

Items for Consideration:

- Purchase of property to house new water storage tank.

Economic Development

Business

- Wayfinding Signage: The Town is accepting bids for fabrication and construction. Bids are due May 3, and it is anticipated that the bid will be awarded at the May council meeting.
 - Staff held a non-mandatory pre-bid meeting for interested bidders to learn more about the project.
- Business Spotlights: Mole Hill Bikes and Fab Refurbs were featured in the April spotlights. Rusty Willow Décor and Nanny's Nook will be featured in the May spotlights.
- Downtown Revitalization Grant: Initial submission is still under DHCD review. The CSPDC (who is administering the grant) received an update from DHCD on 5/1 that they are making progress on the review.
- Business visits: 7

Marketing & Communication

- The budget newsletter was mailed out on April 5.
- The residential newsletter was mailed out April 12.

Events

- The Easter Egg Hunt took place on April 8 at Sunset Park and was attended by around 100 children. The 2,500 hidden eggs were gone in under 5 minutes!
- The Redbud Festival was an overall success despite a few rain showers. The crowd size was slightly less than 2022. Thank you to public works, police, and all of the volunteers that made the event possible!

- \$415 was raised for Blue Ridge Foster Love at the Ducky Races.
- Registration for the 2023 Dayton Days Autumn Celebration (Oct 7) is full, new vendors will be placed on a waitlist.
- The community yard sale will be on May 13. (Reminder: this is not an official town-sponsored event, we just advertise the date based on community input.)
- Staff is working on preparations for the Summer Concerts.

Treasurer's Office

Personnel:

- Town Treasurer Susan Smith submitted her resignation April 12, 2023 and left the Town on April 26, 2023.
- Christa Hall was promoted to Interim Treasurer on May 1, 2023
- Tammy Warner was promoted to Accounting Tech II on May 1, 2023

Activity:

- Staff mailed 26 cut-off notices for unpaid water service. Service interruption is scheduled for May 22, 2023.
- All general ledger entries were made for the FY23 Budget amendments that Council approved at the April meeting.
- A public hearing was held in April for the FY24 budget and the CIP. Approval is anticipated to at the May Council meeting.
- The signature cards at the Town's bank were updated with new signors. New logins for the banking system have been set up.
- New paperwork has been filed for the Town's investments and a meeting will be scheduled in early May to review.
- April Financials will likely be delayed due to the interim turnover.

Town Manager

Interim Town Manager, Earl Mathers assumed his duties with the Town of Dayton on May 1st. There have been opportunities to meet with town staff and to communicate with the Mayor and most members of the Town Council. The process of becoming oriented to town operations and meeting the most urgent demands has proceeded smoothly and I look forward to a highly productive interim tenure with the Town of Dayton. It is a distinct pleasure to be here.

Town of Dayton
Budget v. Actual Report
FY23 PERIOD ENDING 4/30/2023

REVENUES	Budget	MTD	YTD	Variance	% Used	EXPENDITURES	Budget	MTD	YTD	Variance	% Used
General Fund											
Property Taxes	\$166,500	\$0	\$166,564	\$64	100%	General Government	\$25,550	\$4,515	\$22,154	(\$3,396)	83%
Other Local Taxes	\$435,450	\$47,135	\$384,061	(\$51,389)	88%	Public Safety	749,750	\$2,838	\$88,733	(\$746,917)	73%
Permits, Privilege Fees & Licenses	\$300	\$85	\$1,054	\$754	211%	Public Works	491,100	\$2,349	\$67,617	(\$423,483)	75%
Fees & Fines/Busines	\$43,000	\$6,929	\$39,959	(\$3,041)	91%	Parks, Rec & Culture	171,750	8,704	117,882	(\$53,868)	69%
Rev. from use of money & prop.	\$2,500	\$75	\$410	(\$2,085)	16%	Community Development	181,300	18,686	123,828	(\$57,472)	68%
Charges for services	\$160,000	\$13,428	\$126,525	(\$33,475)	79%	TOTAL GF EXPENDITURES	\$2,220,450	\$185,682	\$1,720,324	(\$500,126)	77%
Other	\$982,707	\$2,886	\$987,815	\$4,109	100%	Capital Projects					
State & Federal Funding	\$196,950	\$0	\$196,954	(\$3,296)	82%	PO Equipment	\$58,000	\$22,791	\$55,269	(\$2,731)	95%
Transfer from Water & Sewer	\$221,843	\$0	\$0	(\$221,843)	0%	Sign Program	\$50,000	\$3,082	\$46,918	(\$3,082)	94%
TOTAL GF REVENUES	\$1,220,450	\$76,520	\$1,860,202	(\$353,248)	84%	Sidewalks	\$30,000	\$22,020	\$7,980	(\$22,020)	73%
						Land Acquisition & Amenities	\$50,000	\$0	\$50,000	(\$50,000)	0%
General Capital Fund						Water Service Truck	\$49,500	\$2,345	\$47,155	(\$2,345)	95%
Transfer from Water & Sewer	\$298,000	\$0	\$219,000	(\$79,000)	73%	Water Service Truck	\$49,500	\$49,492	\$8	(\$49,492)	100%
Transfer from Reserves	\$0	\$0	\$0	\$0	0%	WTP Equipment	\$33,680	\$33,680	\$0	(\$33,680)	100%
						Generator	\$50,000	\$17,132	\$62,381	(\$12,861)	125%
Water & Sewer Capital Fund						TOTAL CAPITAL PROJECTS	\$346,180	\$17,132	\$195,592	(\$148,648)	57%
Transfer from Water & Sewer Fund	\$138,180	\$0	\$138,180	(\$138,180)	7%						
TOTAL CAPITAL FUND	\$381,180	\$0	\$411,180	(\$30,000)	7%	Operating	\$668,500	\$6348	\$58,231	(\$662,252)	84%
						HRS&A	\$1,823,712	141343	1437189	(\$386,553)	79%
						Water Fund Contingency	\$25,200	\$8100	\$3,390	(\$21,810)	98%
Water & Sewer Fund						TOTAL W & S EXPENDITURES	\$1,917,212	177691	2121900	(\$590,212)	80%
Charges for Service	\$3,625,000	\$328,359	\$2,842,242	(\$782,758)	81%	Transfer to General	\$231,793			(\$231,793)	0%
W&S Conn Fees	\$30,000	\$0	\$28,525	(\$1,475)	89%	Transfer to Capital Water & Sewer	\$346,180			(\$346,180)	0%
Interest	\$10,000	\$5,322	\$29,423	\$19,423	294%	Transfer to Reserves	\$617,265			(\$617,265)	0%
Misc.	\$1,300	\$0	\$1,263	(\$37)	249%	TOTAL CAPITAL TRANSFER	\$1,195,238				
TOTAL W&S REVENUES	\$3,667,500	\$338,675	\$3,004,433	(\$663,067)	82%						
						Budget	MTD	YTD	Variance		
TOTAL REVENUES	\$6,179,130	\$414,395	\$4,864,635	(\$1,414,495)	77%	TOTAL EXPENDITURES	\$6,279,130	\$369,910	\$1,938,885	(\$4,340,245)	62%
						NET TOTAL			\$44,490	\$2,925,350	

Budget vs Actual

Town of Dayton
Period Ending 4/30/2023
15 & 25 Carry-Over Capital Projects

Description	Balance @ 6/30	Mnth	YTD	Variance	Prct Used
15-4910-802 Equipment PD	\$5,331	\$0	\$5,331	\$0	100%
15-4910-810 Greenway Project	\$4,438	\$0	\$0	\$4,438	0%
15-4910-820 King Street Extension Path	\$25,649	\$0	\$0	\$25,649	0%
15-4910-840 Sign Program	\$75,894	\$0	\$3,082	(\$72,812)	4%
15-4910-850 Sidewalks	\$30,000	\$0	\$22,020	(\$7,980)	73%
15-4910-860 Land Acquisition & Amenities	\$50,000	\$0	\$0	(\$50,000)	0%
25-4910-802 Water Line Extension	\$65,000	\$0	\$0	(\$65,000)	0%
25-4910-840 Water Plant Upgrade	\$2,005,167	\$0	\$1,795,728	(\$209,439)	90%
25-4910-850 Water/Sewer Line Replacement	\$140,446	\$0	\$14,201	(\$126,245)	10%
25-4910-865 Service Truck	\$45,000	\$0	\$49,492	(\$4,492)	110%

**DAYTON TOWN COUNCIL
SPECIAL CALLED MEETING MINUTES
COUNCIL CHAMBERS, DAYTON TOWN HALL
June 5, 2023
4:00 p.m.**

COUNCIL MEMBERS PRESENT: Mayor Cary Jackson, Vice Mayor Bradford Dyjak, Susan Mathias, Bob Wolz, and Emily Estes.

COUNCIL MEMBERS ABSENT: Robert Seward and Melody Pannell.

ALSO PRESENT: Jordan Bowman, Town Attorney; Christa Hall, Deputy Clerk of Council; and Police Chief Justin Trout. Representing the Berkley Group: Executive Manager Frank Principi, Jennifer Whistleman and Kimball Payne.

CALL TO ORDER: Mayor Jackson called the meeting to order at 4:00 p.m. Mayor Jackson asked Deputy Clerk of Council Hall to take the roll, followed by the invocation and the pledge of allegiance.

WELCOME & INTROCUCTIONS: Introductions commenced for the Town Council and the Berkeley Group.

OVERVIEW OF RECRUITMENT: MAJOR MILESTONES & TIMELINE: Frank Principi with the Berkley Group reviewed the overview of the recruitment process and the timeline, highlighting major milestones with the Town Council. Discussion ensued about the timeline and perhaps trying to shorten the date of the approval of the employment agreement. The Berkley Group discussed the role that the Council will play during the process with in-person meetings planned for August and September.

GUIDANCE ON EXECUTIVE RECRUITMENT PROCESS: Frank Principi stressed that the candidates will also be interviewing the Town and doing their research on the Council and how they conduct meetings. He also stressed that the Council should reassure the Town employees that they are appreciated and that the Council is focused on selecting the best possible leader for their team. He stressed the importance of confidentiality and respect for potential candidates during this process. He stated that the Town Attorney will be helpful with this process also. He encouraged the Council to select a single spokesperson to speak on behalf of the Town and the Council. It is important to have one official source to speak. It is recommended that it not be a Council person, but instead be a staff member. It was suggested that Earl Mathers, Interim Town Manager, have this responsibility. When announcements need to be made, the Berkley Group will provide the Town with a press release.

They can provide a weekly status report of the process. It was expressed and agreed to, that the Council wished to be informed equally at the same time on all matters and communications from the Berkley Group. The contact with the Berkley Group will be Frank Principi. All reference and

background information checks will be performed by the Berkley Group. Frank Principi encouraged the Council to come to a unanimous public vote at the time of the final selection of the next Town Manager.

DEVELOPMENT OF RECRUITMENT PROCESS: Discussion ensued about the development of the recruitment process and how the document used in 2019 would be revised and updated to use for this process. Jennifer Whistleman took the lead in this part of the discussion. She asked Council to consider why they live in Dayton and asked them to highlight some of those things. It was stated that approximately 53% of the residents of Dayton were born in Virginia. It is rich in history, and family oriented. It has the only adult handicap swing in the area. It is unique that we are debt free. It was suggested that the graphics of the new wayfinding signs be incorporated into the profile. They discussed using the Comp Plan and the CIP to direct areas of focus for the new Town Manager and to highlight some of the challenges, issues and opportunities expected. They discussed the qualifications, education and experience and decided to keep these the same as before. It was requested that the Berkley Group conduct research to find out why they left previous employment and ensure full disclosure of any details.

The Council highlighted the experience they wished to have in a Town Manager, experience in economic development and business development but also focusing on community development. They want someone who will foster relationships between downtown businesses and be able to assist with the Downtown Revitalization process coming. The Council discussed their desired leadership styles, stating they would like to have an effective communicator internally and externally. They do not want a micro manager. They want someone who will be encouraging & supportive of staff with a strong support for professional development and collaborative consensus building. The Council would like the Town Manager to provide weekly status reports to the Council to allow them to be kept up to date and informed on daily operations. They would prefer that the Town Manager live in Dayton, but if not, they would like them to be within a 30-minute response time to Dayton. The Council stated that it is important that the Town Manager attend all Town events and be the “Face of Dayton”. An employment application will be required. Travel expenses for candidates will be paid for by the Town and will be billed to the Town directly. A physical and drug test will be required prior to hiring. An emotional assessment may be used if necessary. An employment agreement will be entered into, and the Town attorney will be involved in that process. Jordan Bowman, Town Attorney, will also be copied on all communications from the Berkley Group. Christa Hall will be the contact for any logistical coordination that the Berkley Group may need. Councilwoman Estes asked that the Department heads have input in the selection process. The Berkley Group suggests that is not necessary, saying there is rarely anything extra heard from the outside community or employees, and it typically slows the process down. Draft of the employment recruitment profiles may be shared with employees if Council desires. Bringing in finalists to meet with department heads could potentially add value at the end of the process and may be beneficial. Finally, the Berkley Group asked about a salary range and benefits package. The current range is \$81,550-\$129,835, but there was not a consensus of Council to agree to that range and that will be further discussed at the regular June Council meeting. The Berkley Group stated that this process was about finding the best fit for Dayton and we want to ensure that we get it right and do not have to repeat this process.

DTC SC Meeting 6.5.23

IMMEDIATE NEXT STEPS AND CLOSING REMARKS: Berkley Group requested several Town documents. The Council will determine an appropriate person to name as a Point of Contact and an appropriate salary range. The Berkley Group will revise the recruitment profile and begin the recruitment process.

ADJOURNMENT: With there being no further business to come before the Council, Councilperson Estes made a motion to adjourn, and Councilperson Wolz seconded the motion; motion passed unanimously. The meeting was adjourned at 5:55 p.m.

Respectfully Submitted,

Mayor, Cary Jackson

Deputy Clerk of Council, Christa Hall

AN ORDINANCE READOPTING PORTIONS OF THE STATE CODE

WHEREAS, this Council wishes to reincorporate certain sections of the Code of Virginia in order to ensure that any amendments to the incorporated statutes have been incorporated into the Town Code.

WHEREAS, this Council wishes to adopt any future changes to the incorporated statutes.

NOW, THEREFORE, be it ordained by the Council of the Town of Dayton, Virginia, that:

1. Section 24-124 of the Town Code is amended and readopted as follows:

§ 24-124. Adoption of State Law. All of the provisions of Title 46.2, and of Article 9 of Chapter 11 of Title 16.1 (§ 16.1-278 *et seq.*), and of Article 2 of Chapter 7 of Title 18.2 (§ 18.2-266 *et seq.*) of the Code of Virginia, 1950, as amended, other than those provisions thereof which plainly have no application within the Town, are incorporated by reference into this Chapter. Reference therein to “highways of the state” shall be deemed to include streets, highways, public parking lots and alleys within the Town. The mention of specific state law provisions does not preclude the incorporation of unmentioned provisions. Nevertheless, to the extent that § 15.2-1429 of the Code of Virginia prohibits the Town from incorporating those provisions of § 18.2-270 which provide for penalties greater than those for a class one misdemeanor, such provisions are not incorporated. (See Code of Virginia, § 46.2-1313).

2. Section 26-120 of the Town Code is amended and readopted as follows:

§ 26-120 Incorporation of Waterworks Regulations. Article 3 of Part II of 12 VAC 5-590, enacted by the State Board of Health pursuant to § 32.1-170 of the Code of Virginia, is hereby incorporated into this title. (See Code of Virginia, § 15.1-854.)

3. All other state statutes and regulations incorporated into the ordinances of the Town are reincorporated, and all Town Code provisions incorporating the state provisions are readopted. This reincorporation extends to statutes which have been amended and to state statutes which have been repealed and recodified.

4. All future amendments and recodifications of statutes and regulations incorporated into the ordinances of the Town are also incorporated in accordance with § 1-220 of the Code of Virginia.

5. All Town ordinances incorporating or referring to state statutes or regulations are readopted and, if necessary, the ordinances are amended to reflect any amendments to or recodifications of the statutes or regulations.

6. This ordinance shall take effect on “the first day of July,” 2023, within the meaning of Article 4, Section 13 of the Virginia Constitution.

Adopted: June 12, 2023

CERTIFICATE

The undersigned Mayor and Clerk of the Town Council of the Town of Dayton, Virginia hereby certify that the foregoing constitutes a true and correct copy of an ordinance adopted by the Town Council at a meeting held on June 12, 2023. A record of the roll-call vote by the Town Council is as follows:

<u>NAME</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Cary A. Jackson, Mayor				
Bradford Dyjak, Vice-Mayor				
Emily Estes				
Susan Mathias				
Robert Seward				
Melody Pannell				
Robert Wolz				

Date: June 12th, 2023

[SEAL]

ATTEST: _____
Cary Jackson, Mayor

Earl Mathers, Clerk

**Appointment Actions
Staff Report**

Economic Development Authority

- There are two upcoming vacancies on the EDA.
- Chairman RJ Ohgren's term expires on 7/10/2023.
- Susan Mathias's term expires on 7/10/2023.
- The EDA meets quarterly to review Façade Enhancement Grant applications, unless there are no applications.
- There is at least one Façade Enhancement Grant for the upcoming round due on July 1. The EDA must meet within two weeks of July 1 to review the applications.

Council needs to make an appropriate appointment to fill these two vacancies 7/10

Recommended Action: Make a motion to appoint _____ and _____ to the Economic Development Authority with a term to expire 7/10/2027.

Planning Commission

- There is one upcoming vacancy on the PC which will begin 7/1/23 and expire 6/30/27.
- Colton Shiflett's term expires on 6/30/23 and he is interested and committed to serving another term.
- Council needs to make an appropriate appointment to fill this vacancy.

Recommended Action: Make a motion to appoint Colton Shiflett to the Planning Commission for a term to expire 6/30/27.

Board of Zoning Appeals

- There is one upcoming vacancy on the BZA which will expire 6/30/28.
- Dan Lee's term is set to expire on 6/30/23 and he does not wish to be reappointed.
- The vacancy has been advertised and staff hopes to have potential candidate(s) for review and possible interview for Council after the deadline date to submit which is set at 6/23/23.

Council needs to make an appropriate appointment to fill this vacancy at the July meeting.

Town Manager's Report May 2023

Water Department

Position Title	# of Positions	Filled	Vacant
Lead Water Treatment Operator	1	1	0
P/T- Water Treatment Operator	1	1	0
Water Plant Operator	1	1	0

Reports

- Water plant treated 52.647 million gallons of water in the month of May.
- Purchased 43,000 gallons from Rockingham County to repair a leak at the plant.
- Cleaned wastewater basin.
- Replaced leaking feed water pump P-1A under warranty with Pall.
- Successful open house and ribbon cutting at new plant on May 12th.
- Staff completed and passed VDOT Intermediate Work Zone Training.
- Sprayed around town and on 42.
- Planted flowers in pots along Main Street.
- Replaced leaking parts in clay valve on finished water line in plant.

Police Department

1. Personnel

Position Title	# of Positions	Filled	Vacant
Chief	1	1	0
Lieutenant	1	1	0
Patrol	4	4	0

A. Employee recognitions

- Officer Roadcap helped to develop the Department's DART program. Dayton Animal Response Team Log.

B. Training

- Lieutenant Hooker and Chief Trout attended a 4-day leadership training.
- Chief Trout attended Active Shooter training meeting.

(Police continued)

2. Activity Report May 2023

Calls for Service	Incident Reports	IBR Reports	Arrests	Crashes	Citations
602	598	1	1	3	169

3. Project Updates

- Accreditation
 - Waivers submitted and already approved.
 - Mock assessment June 27th and 28th.
- USDA Vehicle Grant- Vehicle Pickup June 9th.
- DCJS ARPA Law Enforcement Equipment and Technology Grant.
 - Approved
 - Vehicle and Equipment Ordered.
 - Vehicle Pickup first week of July.

4. Upcoming Events

- Cones With A Cop event June 10, 2023.
- Planning for National Night Out.

Economic Development

- Wayfinding Signage: The Town awarded the project to the lowest bidder, Rite Lite. A pre-construction meeting was held with the contractor and VDOT.
- Business Spotlights: Nanny's Nook was featured in the May spotlight. Parkview Credit Union and John Hipps Financial Services will be the June spotlights.
- Downtown Revitalization Grant: The Town received approval to move forward with the grant on May 16th. Town staff and DHCD will be meeting to discuss next steps.

Marketing & Communication

- The May Business e-newsletter was sent on May 2.
 - Opens: 71
- The next residential newsletter will be mailed out the first week in July.

Events

- The Water Treatment Plant Ribbon Cutting was held on May 12. It was attended by members of the press, the chamber of commerce, and a few residents.

- Approximately 120 people attended the first summer concert with Mikala Curry & The Back Rhodes. The next concert is on June 17 with Who Shot John. Thank you to Thomas House for setting up and selling BBQ!
 - Thomas House has committed to selling BBQ at future concerts unless the Town brings in a non-profit group to sell. There is a potential group coming in July to sell concessions. A “PSA” invitation to the community was included in the WHSV news segment about the concerts asking for local non-profits that would be interested in selling concessions.
- Registration for the 2023 Dayton Days Autumn Celebration (Oct 7) is full, new vendors will be placed on a waitlist.
- It was announced on Facebook that the Muddler has been postponed.

Other

- Assisted in review of preliminary plat for new subdivision.
- A façade enhancement grant application from Heritage Real Estate was received and will be reviewed at the July EDA meeting.

May Social Media Analytics

Town of Dayton Facebook Page			
<i>Page</i>		<i>Profile</i>	<i>New</i>
<i>Reach:</i>	20,623	<i>Visits:</i>	2,961
			<i>Followers:</i> 58
Top Posts	Topic	Reach	Date
1	Business Spotlight: Nanny’s Nook	8.4k	5/17/2023
2	Summer Concert	5.4k	5/20/2023
3	Summer Concert	4.5k	5/11/2023

Town of Dayton Police Department Facebook Page			
<i>Page</i>		<i>Profile</i>	<i>New</i>
<i>Reach:</i>	2,385	<i>Visits:</i>	288
			<i>Followers:</i> 0
Top Posts	Topics	Reach	Date
1	Rusty Willow Thank You	945	5/14/2023
2	Cinco de Mayo	517	5/1/2023
3	Mother’s Day	409	5/14/23

Redbud Facebook Page			
<i>Page</i>		<i>Profile</i>	<i>New</i>
<i>Reach:</i>	1,220	<i>Visits:</i>	65
			<i>Followers:</i> 5

Muddler Facebook Page			
<i>Page</i>		<i>Profile</i>	<i>New</i>
<i>Reach:</i>	6,180	<i>Visits:</i>	400
			<i>Followers:</i> 1
Top Posts	Topics	Reach	Date
1	Postponed	6k	5/16/23
Dayton Days Facebook Page			
<i>Page</i>		<i>Profile</i>	<i>New</i>
<i>Reach:</i>	272	<i>Visits:</i>	229
			<i>Followers:</i> 31

Public Works

I. Personnel:

Position Title	# of Positions	Filled	Vacant
Public Works Supervisor	1	1	0
Building & Grounds Technician	2	2	0
Part Time/seasonal	1	1	0

II. Reports:

- Began accepting applications for the Facilities Technician position. We have received several applications and will be interviewing in June.
- With the help of Harrisonburg City Public Utilities, we cleaned and flushed all the sewer mains on Main St.
- Had an initial meeting with Viola Engineering at the proposed potential water storage tank site. Their firm will be doing the soil testing of the location to ensure a structure can be built there. Also, the site was surveyed, and it is anticipated that we will have that information in the upcoming weeks.
- PW staff completed VDOT Intermediate Work Zone training.

Treasurer's Office

- a. Personnel: Ann Shawver, CPA, will assist with the transition in the Treasurer's office, the FY23 audit process and close out, and implementing the FY24 budget.
- b. Staff mailed 23 cut-off notices for unpaid water service. Service interruption is scheduled for June 20, 2023.
- c. New Core Dial phones have been ordered and will be installed in June. Upgraded internet speed to accommodate the new system and new equipment was installed in May.
- d. Reviewed the VRSA Liability Insurance Policy renewal for the FY24 period.
- e. Submitted the final Project & Expenditure Report to the US Department of Treasury for the ARPA funds received by the Town to ensure compliance.

Planning and Zoning

- f. The Planning Commission meeting for May was cancelled due to no new business to discuss. They will meet in June to review the preliminary plat plan for Dayton Crossing. The preliminary plat has been submitted to all the necessary departments for review and that review will be discussed with the Planning Commission, the Engineer and the Developer at the June 15th meeting. Also at the June meeting, Ansley Heller, Transportation Planner with the CSPDC will present the approved HRMPO 2045 LRTP to the Planning Commission.
- g. BZA member, Dan Lee, will be leaving the BZA at the expiration of his term on June 30, 2023. This vacancy has been advertised and we will be accepting applications through June 23, 2023. Depending on the response, Council may need to conduct interviews and/or make an appointment in July.
- h. Colton Shifflett's term on the Planning Commission is set to expire June 30, 2023. Council will need to make an appropriate appointment for a 4-year term to expire June 30, 2027.

Manager

- Devoted considerable time, in close collaboration with Ms. Hall in meeting the logistical and informational needs of the Berkley Group in conjunction with the Town Manager search.
- Responded to several FOIA requests with assistance from Mr. Bowman.
- Crafted changes to the personnel policy for review and discussion.
- Identified some management deficiencies which we are working to correct.
- Addressed several citizen concerns.
- Analyzed current staffing and organizational structure in follow-up to work performed by Mr. Paxton and Mr. Holton. Recommendations forthcoming.
- Engaged in various discussions regarding approved and future capital projects.
- Assisted with VRSA/insurance renewal.
- Reviewed applications and interviewed candidates for Administrative Assistant/Deputy Clerk.
- Continued year-end financial analysis and approved routine expenditures.
- Participated in various meetings with staff and contractors as needed.

Town of Dayton
 Budget v. Actual Report
 FY23 PERIOD ENDING 5/31/2023

REVENUES	Budget	MTD	YTD	Variance	% Rcvd
General Fund					
Property Taxes	\$166,500	\$7	\$166,587	\$87	100%
Other Local Taxes	\$435,450	\$21,408	\$405,489	(\$29,961)	93%
Permits, Privilege Fees & Licenses	\$550	\$1,920	\$2,974	\$2,424	541%
Fines & Forfeitures	\$43,000	\$6,650	\$45,719	\$2,719	106%
Rev. from use of money & prop.	\$2,500	\$25	\$465	(\$2,035)	19%
Charges for services	\$160,000	\$13,356	\$133,881	(\$26,119)	84%
Other	\$134,500	\$14,215	\$1,002,031	\$867,531	745%
State & Federal Funding	\$1,046,157	\$0	\$160,654	(\$885,503)	15%
Transfer from Water & Sewer	\$231,793	\$0	\$0	(\$231,793)	0%
TOTAL GF REVENUES	\$2,220,450	\$57,581	\$1,917,800	(\$302,650)	86%
General Capital Fund					
Transfer from Water & Sewer	\$213,000			\$213,000	0%
Transfer from Reserves	\$0			\$0	0%
Water & Sewer Capital Fund					
Transfer from Water & Sewer Fund	\$133,180			\$198,180	0%
TOTAL CAPITAL FUND	\$346,180			\$411,180	0%
Water & Sewer Fund					
Charges for Service	\$3,625,000	\$358,480	\$3,305,508	(\$319,492)	91%
W&S Conn Fees	\$30,000	\$0	\$26,525	(\$3,475)	88%
Interest	\$10,000	\$6,072	\$35,495	\$25,495	355%
Misc.	\$2,500	\$0	\$6,203	\$3,703	248%
TOTAL W&S REVENUES	\$3,667,500	\$364,552	\$3,373,731	(\$293,769)	92%
	Budget	MTD	YTD	Variance	
TOTAL REVENUES	\$6,234,130	\$422,133	\$5,291,531	(\$942,599)	85%

EXPENDITURES	Budget	MTD	YTD	Variance	% Used
General Government	626,550	43,471	565,624	\$60,926	90%
Public Safety	749,750	67,410	656,178	\$93,572	88%
Public Works	491,100	32,640	405,330	\$85,770	83%
Parks, Rec & Culture	171,750	10,800	129,056	\$42,694	75%
Community Development	181,300	7,370	131,198	\$50,102	72%
TOTAL GF EXPENDITURES	\$2,220,450	\$161,691	\$1,887,386	\$333,064	85%
Capital Projects					
PD Equipment	\$58,000		\$22,731	\$35,269	39%
Sign Program	\$50,000		\$3,082	\$46,918	6%
Sidewalks	\$30,000		\$22,020	\$7,980	73%
Land Acquisition & Amenities	\$25,000		\$0	\$25,000	0%
PW Service Truck	\$50,000		\$2,545	\$47,455	5%
Water Service Truck	\$49,500		\$49,492	\$8	100%
WTP Equipment	\$33,680		\$33,680	\$0	100%
Generator	\$50,000		\$62,981	(\$12,981)	126%
TOTAL CAPITAL PROJECTS	\$346,180	\$0	\$196,531	\$149,649	57%
Operating	\$668,500	32339	591084	\$77,416	88%
HRRSA	\$1,823,742	142844	1580033	\$243,709	87%
Water Fund Contingency	\$25,000		21610	\$3,390	86%
TOTAL W & S EXPENDITURES	\$2,517,242	175183	2192727	\$324,515	87%
Transfer to General	\$231,793				
Transfer to Capital-Water & Sewer	\$346,180				
Transfer to Reserves	\$572,285				
TOTAL CAPITAL TRANSFER	\$1,150,258				
	Budget	MTD	YTD	Variance	
TOTAL EXPENDITURES	\$6,234,130	\$336,874	\$4,276,644	\$1,957,486	69%
NET TOTAL		\$85,259	\$1,014,887		