MINUTES

BERRYVILLE TOWN COUNCIL

Regular Meeting
May 12, 2026
7:00 p.m.

A meeting of the Berryville Town Council was held on Tuesday, May 12, 2026, at 7:00 p.m. at the Berryville-Clarke County Government Center in Berryville.

Town Council

Present: Harry Lee Arnold, Jr., Mayor; Erecka L. Gibson, Vice Mayor; William Steinmetz; Paul Perez; Grant Mazzarino; Ryan Tibbens.

Absent:

Staff

Present: Keith Dalton, Town Manager; Jean Petti, Deputy Town Manager; Brandel Kelsey, Town Clerk; Terry Russell, Community Development Director; Cindy Poulin, Director of Finance; Chief Jason Winner, Berryville Police Department

Press Mickey Powell, Winchester Star

Other David Frank, Pennoni Engineering; Mike Artz, Pennoni Engineering

1. Call to Order
Mayor Harry Lee Arnold, Jr. called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance
Mayor Arnold invited all those assembled to stand for the Pledge of Allegiance.

3. Approval of Agenda
William Steinmetz moved to approve the agenda as presented. The motion passed by voice vote.

4. Presentations, Awards, and Recognitions
None.

5. Public Hearings
Proposed Fiscal Year 2026-2027 Budget

Director of Finance Cindy Poulin reviewed the highlights of the proposed Fiscal Year 2026-2027 Budget which is attached.
No public comment was received.

Proposed renewal of lease with New Cingular Wireless PCS, LLC for improvements on and around the elevated water tower at 201 Tom Whitacre Circle
Town Manager Keith Dalton reviewed the proposed fourth amendment to the lease with New Cingular Wireless PCS, LLC on the elevated water tower at 201 Tom Whitacre Circle. The proposed monthly rental amount would $4,525.00 with annual increase over the next five years as follows: $150 for the first year, followed by increases of $155, $160, $165, $170 in the subsequent years.
No public comment was received.

Proposed text amendment to Zoning Ordinance 509 TA26-02
Director of Community Development Terry Russell reviewed the proposed text amendment to Section 509 of the Zoning Ordinance, TA26-06 witched is attached.
No public comment was received.

6. Discussion of Public Hearing Items
Proposed Fiscal Year 2026-2027 Budget
No action was taken.

Proposed renewal of lease with New Cingular Wireless PCS, LLC for improvements on and around the elevated water tower at 201 Tom Whitacre Circle
Mr. Steinmetz moved that the Council of the Town of Berryville approve the attached water tank site lease agreement between the Town of Berryville and New Cingular Wireless OCS, LLC—Northwest Elevated Tower and authorize the town manager to execute the agreement on behalf of the Town. Motion passed by voice vote.

Proposed text amendment to Zoning Ordinance 509 TA26-02
Paul Perez moved that the Council of the Town of Berryville adopt the attached ordinance amending Section 509 of the Zoning Ordinance. Motion passed by voice vote.

7. Citizens' Forum
Rick Figert who lives in Hermitage addressed the Council regarding concerns with the bioretention area on his property. He stated he has been communicating with Deputy Town Manager Jean Petti. He expressed concerns about having features on his property over which he has no control. He questioned why the area was not designated as a common area rather than included within individual property boundaries and expressed concern about paying taxes on property he cannot use. He also inquired about what would occur if the homeowners association (HOA) were dissolved. Mrs. Petti explained that the Virginia Department of Environmental Quality (DEQ) approved both the bioretention plan and the forebay as it exists. They have released DR Horton from their construction permit obligations in January. Per DEQ, site meets all required design standards. Once the

construction permit was released, maintenance responsibility transferred to the HOA. Mayor Arnold stated that the HOA would not be able to dissolve without approval from the Town Council and indicated that the Council generally does not support such requests.

8. Consent Agenda
Ryan Tibbens moved to approve the consent agenda as presented. The motion passed by voice vote.

9. Unfinished Business
Discussion/Action- West Fairfax Improvement TAP Project
Mr. Russell provided an overview of the West Fairfax Improvement Transportation Alternatives Program (TAP) project which includes construction of curb, gutter and sidewalk improvements along the north side of West Fairfax Street.
Mr. Dalton spoke about the increase in project costs since the original award. At the time the project was awarded, the total estimated cost was approximately $1,301,875 under an 80/20 funding split. TAP funding in the amount of $1,041,500 was committed, with the Town responsible for approximately $260,375. The revised project estimate has increased to $1,781,398, increasing the Town's share to approximately $739,898. Mr. Dalton stated there is a possibility that VDOT may identify additional funding assistance; however, the process is highly competitive. VDOT requires certification from the Town acknowledging awareness of the revised project budget and the Town's willingness to fund its portion of the project. He also noted there may be an opportunity to add a turn lane to the project at an estimated additional cost of approximately $60,000, which is not included in the current estimate and would be at Town expense.
David Frank of Pennoni discussed the updated budget estimate, explaining that the original estimate was based on a 20% design plan, while current estimate reflects an approximately 88% completed design. He noted that stormwater improvements, right-of-way acquisition, and rock removal are the three primary factors contributing to the increased costs.

Mr. Tibbens moved that the Council of the Town of Berryville authorize the town manager to sign and send the attached letter evidencing the Town's commitment to fund its portion of the West Fairfax Street Sidewalk Improvements Project. Motion passed by voice vote. Mayor Arnold abstained.

10. New Business
None.

11. Council Member Reports
Mayor Arnold called on members of the Council and provided them an opportunity to speak on non-agenda items of their choosing.

Mr. Perez stated that the Public Works Department has done an outstanding job with maintenance efforts in Ward 2, particularly at Rose Hill Park, and noted that staff are consistently friendly and professional.

Mr. Tibbens thanked Chief Jason Winner and Police Officer Amy Hernandez Benavides for speaking with the Cub Scouts. He also commented that the cleanup efforts on Dorsey Street looked excellent and thanked Public Works, Town staff and FUOG-Interbuild for their efforts.

Vice Mayor Gibson stated that she participated in the Apple Blossom Parade representing the Town of Berryville.

Mayor Arnold noted that the first Farmers Market of the season was held the previous weekend and was very successful.

12. Staff Reports

Public Works

Mr. Dalton stated that recruitment efforts are underway for the position of Public Works Director.

Community Development

Set public hearing: Beach Carpenter Properties LLC, Jon K. Erickson, agent, is requesting a Special Use Permit in order to allow vehicle sales (§609.3(k) of the Town of Berryville Zoning Ordinance) on the property located at 29 Cattleman's Lane, identified as Tax Map Parcel number 14A3-((A))-17A, zoned L-1 Industrial. SUP 02-26

Mr. Perez moved that the Council of the Town of Berryville set a public hearing on the Beach Carpenter Properties (29 Cattleman's Lane) special use permit request for June 9, 2026 at 7:00 p.m., or as soon thereafter as the matter may be heard. Motion passed by voice vote.

Set a public hearing: Belfort Furniture, Inc., is requesting a Special Use Permit in order to allow retail sales (§609.3(h) of the Town of Berryville Zoning Ordinance) on the property located at 351 Station Road, identified as Tax Map Parcel number 14A5-((7))-1, 14A5-((7))-2, and 14A5-((A))-56 zoned L-1 Industrial. SUP 01-26

Mr. Russell explained the basis for the request. Matt Hubert, President of Belfort Furniture, addressed the Council and answered questions regarding the proposal.

Vice Mayor Gibson moved that the Council of the Town of Berryville set a public hearing on the Belfort Furniture, Inc. (351 Station Road) special use permit request for June 9, 2026 at 7:00 p.m., or as soon thereafter as the matter may be heard. Motion passed by voice vote.

Administration and Finance

Discussion/Action: Investment of Town Reserves

Mrs. Poulin reviewed the proposed investment of Town reserves. Mr. Dalton discussed the balance between long-term and short-term investment strategies related to the General Fund and responded to questions from Council members. The overview of the investment plan is attached.

Vice Mayor Gibson moved that the Council of the Town of Berryville approve the attached investment plan. She further moved that the town manager be authorized to open accounts as needed to implement the

plan; provided that the Council receive a comprehensive report providing information on account changes by May 29, 2026. Motion passed by voice vote.

Town Manager

Discussion/Action- Pedestrian Bridge in Rose Hill Park

The matter was referred to the Community Development Committee for further review and recommendation. The committee was directed to provide Council with a recommended course of action at their September 9, 2026 meeting.

13. Committee Updates

Mayor Arnold recognized the chairs of the standing committees of the Town Council for updates.

Budget and Finance Committee

Community Development Committee & Streets and Utilities Committee

Mr. Tibbens stated the next meeting is scheduled for May 26, 2026.
Mr. Perez commented that the Public Works crew did an excellent job painting curbs and parking spaces throughout Town.

Personnel, Appointments, and Policy

Brandel Kelsey stated the next meeting is scheduled for May 18, 2026, and will include interviews with potential applicants for the Planning Commission and Tree Board.

Public Safety

14. Other

None.

15. Closed Session

None.

16. Adjourn

The Council adjourned at 8:56 p.m. on a motion by Vice Mayor Gibson.

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Erecka L. Gibson, Vice Mayor Brandel Kelsey, Town Clerk

BERRYVILLE TOWN COUNCIL
PUBLIC HEARING NOTICE

The Berryville Town Council will hold the following public hearings at 7:00 p.m., or as soon after as these matters may be heard, on **Tuesday, May 12, 2026**, in the Main Meeting Room, Second Floor, of the Berryville-Clarke County Government Center, 101 Chalmers Court, Berryville, Virginia to consider the following:

1) **Proposed Fiscal Year 2026-2027 Budget as follows:**

Resources and Revenues		APPROVED FY 25-26		REQUESTED FY 26-27
GENERAL FUND				
Fund Balance	$	535,000.00	$	546,750.00
Revenue from Local Sources	$	4,250,000.00	$	4,399,500.00
Revenue from State Sources	$	1,182,167.00	$	1,211,617.00
Revenue from Other Sources	$	1,000.00	$	1,000.00
Total	**$**	**5,968,167.00**	**$**	**6,158,867.00**
WATER FUND				
Fund Balance	$	0.00	$	341,942.00
Revenue from Local Sources	$	6,833,250.00	$	9,146,625.00
Availability Fees	$	172,000.00	$	88,750.00
Total	**$**	**7,005,250.00**	**$**	**9,577,317.00**
SEWER FUND				
Fund Balance	$	390,000.00	$	130,213.00
Revenue from Local Sources	$	2,255,500.00	$	2,375,500.00
Availability Fees	$	184,680.00	$	92,295.00
Total	**$**	**2,830,180.00**	**$**	**2,598,008.00**
TOTAL RESOURCES AND REVENUES	**$**	**15,803,597.00**	**$**	**18,334,192.00**

Expenses and Reserves				
GENERAL FUND				
Maintenance and Operational	$	4,737,425.00	$	4,936,725.00
Debt Service	$	121,476.00	$	121,476.00
Capital Reserves and Expenses	$	967,143.25	$	952,564.25
Contingency	$	142,122.75	$	148,101.75
Total	**$**	**5,968,167.00**	**$**	**6,158,867.00**
WATER FUND				
Maintenance and Operational	$	1,248,510.00	$	1,215,356.00
Debt Service		$0.00		$0.00
Capital Reserves and Expenses	$	5,719,284.70	$	8,325,500.32
Contingency	$	37,455.30	$	36,460.68

Total	**$**	**7,005,250.00**	**$**	**9,577,317.00**
SEWER FUND				
Maintenance and Operational	$	1,615,180.00	$	1,565,541.00
Debt Service	$	470,000.00	$	470,000.00
Capital Reserves and Expenses	$	699,544.60	$	515,500.77
Contingency	$	45,455.40	$	46,966.23
Total	**$**	**2,830,180.00**	**$**	**2,598,008.00**
TOTAL EXPENSES AND RESERVES	**$**	**15,803,597.00**	**$**	**18,334,192.00**

2) **Proposed renewal of lease with New Cingular Wireless PCS, LLC for improvements on and around the elevated water tower at 201 Tom Whitacre Circle.**

3) **Proposed text amendments to Zoning Ordinance Section 509, Amendments with Proffered Conditions, to conform the Zoning Ordinance to provisions of the Code of Virginia. ZTA 01-26.**

Copies of the materials may be examined at www.berryvilleva.gov and the Town Business Office, Berryville/Clarke County Government Center 101 Chalmers Court, First Floor, Berryville, Virginia during regular business hours. Additional information may be obtained by calling Director of Finance/Treasurer Cindy Poulin at (540) 955-1099.

Any person desiring to be heard regarding the above matters should appear at the appointed time and place. Written copies of statements at public hearings are requested, but not required.

The Town of Berryville does not discriminate against disabled people in admission or access to its programs and activities. Accommodations will be made for disabled people upon prior request.

By order of the Berryville Town Council
Keith R. Dalton, Town Manager

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Please publish in the Winchester Star Tuesday April 28, 2026 and Tuesday May 5, 2026
Please call Cindy with questions at 540-955-1099

FY 26-27 BUDGET REVENUES

Account Number	Account Description	FY25-26 APPROVED 2025-2026		FY26-27 DRAFT 2026-2027	
	GENERAL FUND				
	FUND BALANCE				
100-3000000-0000	FUND BALANCE FORWARD	$	535,000.00	$	546,750.00
	TOTAL FUND BALANCE	$	535,000.00	$	546,750.00
	REVENUE FROM LOCAL SOURCES				
100-3110101-0000	CURRENT REAL ESTATE TAXES	$	1,365,000.00	$	1,390,000.00
100-3110102-0000	DEL REAL ESTATE TAXES	$	[illegible]	$	-
100-3110201-0000	UTILITY REAL ESTATE TAXES	$	[illegible]00.00	$	11,500.00
100-3110301-0000	CURRENT PERS PROP TAXES	$	[illegible]000.00	$	660,000.00
100-3110302-0000	DEL PERS PROP TAXES	$	[illegible]	$	-
100-3110303-0000	REFUSE COLLECTION(EXTRA TOTERS)	$	14,0[illegible]	$	15,000.00
100-3110401-0000	MACHINERY & TOOLS	$	240,000.0[illegible]	[illegible]	325,000.00
100-3110601-0000	TAX PENALTIES	$	8,000.00	[illegible]	8,000.00
100-3110602-0000	TAX INTEREST	[illegible]	4,000.00	$	4,000.00
	TOTAL REV FROM LOCAL SOURCES	$	2,292,500.00	$	2,413,500.00
	OTHER LOCAL TAXES				
100-3120101-0000	LOCAL SALES TAX	$	375,000.00	$	395,000.00
100-3120201-0000	CONSUMER UTILITY TAX	$	110,000.00	$	120,000.00
100-3120300-0000	BUSINESS LICENSE	[illegible]	290,000.00	$	240,000.00
100-3120402-0000	REC FRANCHISE FEES	$	43,000.00	$	43,000.00
100-3120501-0000	AUTO LICENSE	$	110,000.00	$	110,000.00
100-3120601-0000	BANK FRANCHISE TA[illegible]	$	225,000.00	$	250,000.00
100-3120801-0000	CIGARETTE TAX ([illegible])	$	14,000.00	$	10,000.00
100-3121001-0000	LODGING TAX [illegible])	$	12,000.00	$	13,000.00
100-3121101-0000	MEALS TA[illegible])	$	440,000.00	$	475,000.00
	TOTAL OTHER LO[illegible]ES	$	1,619,000.00	$	1,656,000.00
	PERMITS, FEES & LICENSES				
100-3130304-0000	LAND USE AP[illegible]TION FE[illegible]	$	1,000.00	$	1,000.00
100-3130307-00[illegible]	ZONING & SUBD[illegible]ON FEES	$	12,000.00	$	12,000.00
	[illegible]TAL PERMITS, [illegible]S & LICENSES	$	13,000.00	$	13,000.00
	FINES & FORFEITURES				
100-3140101-0000	COUR[illegible]	$	14,000.00	$	15,000.00
100-3140102-0000	PARKING [illegible]ETER FINES	$	1,000.00	$	2,000.00
100-3140103-000	ESUMMONS	$	500.00	$	500.00
	TOTAL FINES & FORFEITURES	$	15,500.00	$	17,500.00
	REVENUE FROM MONEY OR PROP				
100-3150101-0000	INTEREST ON DEPOSITS/INVESTMENTS	$	160,000.00	$	150,000.00

Account Number	Account Description		FY25-26 APPROVED 2025-2026		FY26-27 DRAFT 2026-2027
100-3150201-0000	RENTAL OF PROPERTY	$	14,000.00	$	14,500.00
100-3150205-0000	WATER TANK SITE LEASE	$	100,000.00	$	102,000.00
100-3150206-0000	CHARGE CARD REBATE	$	20,000.00	$	18,000.00
	TOTAL FROM MONEY OR PROP	$	294,000.00	$	284,500.00
	CHARGES FOR SERVICES				
100-3160703-0000	PARKING METERS	$	11,000.00	$	10,000.00
100-3161502-0000	SALE OF PUBLICATIONS	$	-	$	-
	TOTAL CHARGES FOR SERVICES	$	11,000.00	$	10,000.00
	MISCELLANEOUS REVENUES				
100-3189905-0000	SALE OF SURPLUS	$	5,[illegible]00	$	5,000.00
	TOTAL MISC REVENUES	$	5,000.00	$	5,000.00
	TOTAL LOCAL REVENUES	$	4,785,000.00	$	4,946,250.00
	REVENUE FROM THE COMMONWEALTH				
	NON-CATEGORICAL AID				
100-3220107-0000	ROLLING STOCK TAX	$	2,000.00	$	2,100.00
100-3189999-0000	PPTRA	$	209,917.00	$	209,917.00
100-3220110-0000	CAR RENTAL DISTRIBUTION	$	-	$	3,000.00
100-3220201-0000	COMMUNICATION TAX	$	62,000.00	$	62,000.00
	TOTAL NON-CATEGORICAL AID	$	273,917.00	$	277,017.00
	CATEGORICAL AID				
100-3220108-0000	599 LAW ENFORCEMENT GRANT	$	98,000.00	$	100,000.00
100-3240103-0000	LE BLOCK GRANT	$	1,000.00	$	1,000.00
100-3240201-0000	FIRE FUND PROGRAM	$	15,250.00	$	15,000.00
100-3240300-0000	VDOT LANE MILE ALLOWANCE	$	725,000.00	$	750,000.00
100-3240301-0000	VDOT PRIM RD SNOW REMOVAL REIMB	$	60,000.00	$	60,000.00
100-3240302-0000	LITTER CONTROL GRANT	$	4,500.00	$	4,100.00
100-3240312-0000	VA COMMISSION FOR THE ARTS	$	4,500.00	$	4,500.00
100-3240710-0000	[illegible] ANIMAL FRIENDLY PLATES	$	-	$	-
	TOTAL CATEGORICAL AID	$	908,250.00	$	934,600.00
	TOTAL FROM THE COMMONWEALTH	$	1,182,167.00	$	1,211,617.00

	REVENUE FROM THE FEDERAL GOVERNMENT				
	CATEGORICAL AID				
100-3340102-0000	FEDERAL FIRE FUND PROGRAM	$	-	$	-
100-3340311-0000	FEDERAL EMERGENCY R&R	$	-	$	-

Account Number	Account Description	FY25-26 APPROVED 2025-2026	FY26-27 DRAFT 2026-2027
	TOTAL CATEGORICAL AID	$ -	$ -
	TOTAL FROM FEDERAL GOVERNMENT	$ -	$ -
	REVENUE FROM OTHER SOURCES		
	NON-REVENUE RECEIPTS		
100-3410201-0000	MISCELLANEOUS REVENUES	$ 1,000.00	$ 1,000.00
	TOTAL FROM OTHER SOURCES	$ 1,000.00	$ 1,000.00
	TOTAL FROM OTHER SOURCES	$ 1,000.00	$ 1,000.00
	TOTAL GENERAL FUND REVENUES	$ 5,968,167.00	$ 6,158,867.00
	WATER FUND		
	FUND BALANCE		
501-3000000-0000	FUND BALANCE	$ -	$ 341,942.00
	TOTAL FUND BALANCE	$ -	$ 341,942.00
	REVENUE FROM MONEY OR PROP		
501-3150102-0000	INTEREST ON DEPOSITS/INVESTMENTS	$ 150,000.00	$ 160,000.00
	TOTAL FROM USE OF MONEY OR PROP	$ 150,000.00	$ 160,000.00
	CHARGES FOR SERVICES		
501-3160110-0000	TREATMENT FEES	$ 1,635,000.00	$ 1,790,000.00
501-3160111-0000	DELINQUENT ACCT PENALTIES	$ 45,000.00	$ 45,000.00
501-3160113-0000	AVAILABILITY CHARGES	$ 172,000.00	$ 88,750.00
501-3160114-0000	CONNECTION CHARGES	$ -	$ -
501-3160115-0000	METER FEES	$ 3,250.00	$ 1,625.00
501-3160116-000	LOAN PROCEEDS	$ 5,000,000.00	$ 7,150,000.00
	TOTAL CHARGES FOR SERVICES	$ 6,855,250.00	$ 9,075,375.00
	TOTAL WATER FUND	$ 7,005,250.00	$ 9,577,317.00
	SEWER FUND		
	FUND BALANCE		
502-3000000-0000	FUND BALANCE	$ 390,000.00	$ 130,213.00
	TOTAL FUND BALANCE	$ 390,000.00	$ 130,213.00
	REVENUE FROM MONEY OR PROP		

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Account Number	Account Description		FY25-26 APPROVED 2025-2026		FY26-27 DRAFT 2026-2027
502-3150101-0000	INTEREST ON DEPOSITS/INVESTMENTS	$	110,000.00	$	150,000.00
	TOTAL REVENUE FROM MONEY OR PROP	$	110,000.00	$	150,000.00
	CHARGES FOR SERVICES				
502-3160110-0000	TREATMENT FEES	$	2,145,000.00	$	2,225,000.00
502-3160112-0000	SECURITY DEPOSITS	$	-	$	-
502-3160113-0000	AVAILABILITY CHARGES	$	184,680.00	$	92,295.00
	TOTAL CHARGES FOR SERVICES	$	2,329,680.00	$	2,317,295.00
	REVENUE FROM OTHER SOURCES				
	NON-REVENUE RECEIPTS				
502-3410401-0000	VRA LOAN	$	[illegible]	$	-
502-3410402-0000	WQIF Grant	$	[illegible]	$	-
502-3410404-0000	NUTRIENT CREDIT REBATE	$	500.00	$	500.00
	TOTAL NON-REVENUE RECEIPTS	$	500.00	$	500.00
	TOTAL FROM OTHER SOURCES	$	500.00	$	500.00
	TOTAL SEWER FUND	$	2,830,180.00	$	2,598,008.00
	TOTAL REVENUES ALL FUNDS	**$**	**15,803,597.00**	**$**	**18,334,192.00**

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FY 26-27 BUDGET EXPENSES

Account Number	Account Description		FY25-26 APPROVED 2025-2026		FY26-27 DRAFT 2026-2027
	GENERAL FUND				
	TOWN COUNCIL				
100-4011100-1111	EXPENSE COMPENSATION	$	18,900.00	$	18,900.00

Account Number	Account Description		FY25-26 APPROVED 2025-2026		FY26-27 DRAFT 2026-2027
100-4011100-2100	MATCHING FICA EXPENSE (7.65 %)	$	1,450.00	$	1,450.00
100-4011100-5540	TRAINING	$	1,000.00	$	1,000.00
100-4011100-5699	LOCAL CONTRIBUTIONS	$	2,500.00	$	2,500.00
100-4011100-5800	MISCELLANEOUS	$	2,500.00	$	2,500.00
100-4011100-5810	DUES	$	3,500.00	$	4,300.00
100-4011100-6017	TOWN CODE SUPPLEMENTS	$	2,000.00	$	2,000.00
100-4011100-6018	STATE CODE SUPPLEMENTS	$	-	$	-
	TOTAL TOWN COUNCIL	$	31,850.00	$	32,650.00
	TOWN CLERK				
100-4011200-1114	SALARIES/WAGES/TNCLK	$	[illegible],000.00	$	55,000.00
100-4011200-2100	MATCHING FICA EXPENSE (7.65 %)	$	[illegible]50.00	$	4,200.00
100-4011200-5510	MILEAGE	$	[illegible]	$	250.00
100-4011200-5540	EDUCATION/TRAINING	$	1,000[illegible]	$	1,000.00
100-4011200-5810	DUES	$	100.00	$	100.00
	TOTAL TOWN CLERK	$	55,300.00	$	60,550.00
	OFFICE OF TOWN MANAGER/DEP TM				
100-4012110-1112	COMPENSATION	$	252,000.00	$	269,000.00
100-4012110-2100	MATCHING FICA EXPENSE (7.65 %)	$	19,500.00	$	21,000.00
100-4012110-3399	BLIGHT ABATEMENT	$	-	$	-
100-4012110-5230	TELECOMMUNICATIONS	$	1,800.00	$	1,800.00
100-4012110-5510	MILEAGE	$	150.00	$	150.00
100-4012110-5540	TRAINING	$	-	$	-
100-4012110-5810	DUES	$	750.00	$	750.00
	TOTAL TOWN MANAGER	$	274,200.00	$	292,700.00
	PROFESSIONAL SERVICES				
100-4012210-3150	LEGAL SERVICES	$	65,000.00	$	70,000.00
100-4012600-3140	ENGINEERING SERVICES	$	5,000.00	$	5,000.00
100-4081100-3190	PROFESSIONAL SERVICES	$	8,000.00	$	5,000.00
	TOTAL PROFESSIONAL SERVICES	$	78,000.00	$	80,000.00

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	PERSONNEL				
100-4012220-2210	VRS	$	190,000.00	$	165,000.00
100-4012220-2220	VMLIP - STD	$	725.00	$	725.00
100-4012220-2230	VMLIP - LTD	$	9,500.00	$	10,500.00
100-4012220-2250	LINE OF DUTY ACT	$	8,500.00	$	8,500.00
100-4012220-2300	HEALTH INSURANCE	$	315,000.00	$	360,000.00
100-4012220-2400	LIFE INSURANCE	$	22,400.00	$	20,000.00
100-4012220-2600	UNEMPLOYMENT INSURANCE	$	150.00	$	200.00
100-4012220-2700	WORKER'S COMPENSATION	$	30,000.00	$	30,000.00
100-4012220-3110	RANDOM DRUG SCREENING	$	750.00	$	500.00
100-4012220-9001	EMPLOYEE RECOGNITION	$	2,000.00	$	2,000.00

Account Number	Account Description		FY25-26 APPROVED 2025-2026		FY26-27 DRAFT 2026-2027
	TOTAL PERSONNEL	$	579,025.00	$	597,425.00
	INDEPENDENT AUDITOR				
100-4012240-3120	CONTRACTUAL SERVICES	$	21,250.00	$	21,500.00
	TOTAL INDEPENDENT AUDITOR	$	21,250.00	$	21,500.00
	TOWN TREASURER				
100-4012410-1113	COMPENSATION	$	94,500.00	$	102,500.00
100-4012410-2100	MATCHING FICA EXPENSE (7.65 %)	$	7,40[illegible]0	$	7,900.00
100-4012410-3130	PROFESSIONAL SER/TAX CONV	$	[illegible].00	$	2,500.00
100-4012410-3150	PROFESSIONAL SER/VEC	$	-	$	-
100-4012410-5306	SURETY BONDS	$	[illegible]0.00	$	500.00
100-4012410-5540	TRAINING	$	1,[illegible]0	$	500.00
100-4012410-5810	DUES	$	1,100[illegible]	$	500.00
	TOTAL TOWN TREASURER	$	107,000.00	$	114,400.00
	FINANCE/ACCOUNTING				
100-4012430-1113	COMPENSATION	$	132,000.00	$	137,000.00
100-4012430-2100	MATCHING FICA EXPENSE (7.65 %)	$	10,500.00	$	10,500.00
100-4012430-5540	TRAINING	$	2,500.00	$	1,500.00
	TOTAL FINANCE/ACCOUNTING	$	145,000.00	$	149,000.00
	CENTRAL ADM/PURCHASING				
100-4012530-3320	MAINTENANCE CONTRA[illegible]	$	75,000.00	$	80,000.00
100-4012530-3400	WEB SITE	$	1,000.00	$	1,000.00
100-4012530-3450	DIGITIZING	$	5,000.00	$	5,000.00
100-4012530-3501	NEWSLETTE[illegible]	$	1,000.00	$	1,000.00
100-4012530-3600	ADVERTISIN[illegible]	$	9,000.00	$	9,000.00
100-4012530-5210	POSTAGE	$	17,000.00	$	17,000.00
100-4012530-5230	TELECOMMUNICA[illegible]	$	7,000.00	$	7,000.00
100-4012530-5250	[illegible] ARCHI[illegible]	$	3,300.00	$	3,300.00
100-4012530-5540	[illegible]RAINING	$	1,500.00	$	1,500.00
100-4012530-5810	DUES	$	500.00	$	500.00
100-4012530-600[illegible]	OFFICE SUPPLIES	$	17,000.00	$	17,000.00
	[illegible]TAL CENTRAL [illegible]M/PURCHASING	$	137,300.00	$	142,300.00
	RISK MANAGEMENT				
100-4012550-5304	BLANKE[illegible]CESS LIABILITY	$	16,000.00	$	16,000.00
100-4012550-5305	AUTOMOBILE INSURANCE	$	16,500.00	$	18,000.00
100-4012550-5308	SEMI-MULTI PERIL INS	$	47,000.00	$	47,000.00
100-4012550-5800	INSURANCE DEDUCTABLES	$	-	$	-
	TOTAL RISK MANAGEMENT	$	79,500.00	$	81,000.00
	ELECTIONS				
100-4013100-1125	ELECTION OFFICIALS	$	7,500.00	$	7,500.00
100-4013100-6001	OFFICE SUPPLIES	$	-	$	-
	TOTAL ELECTIONS	$	7,500.00	$	7,500.00
	PUBLIC DEFENDER FEES				

Account Number	Account Description		FY25-26 APPROVED 2025-2026		FY26-27 DRAFT 2026-2027
100-4021500-3150	PUBLIC DEFENDER FEES	$	2,000.00	$	2,000.00
	TOTAL PUBLIC DEFENDER FEES	$	2,000.00	$	2,000.00
	POLICE DEPARTMENT				
100-4031100-1139	COMPENSATION	$	924,100.00	$	990,000.00
100-4031100-2100	MATCHING FICA EXPENSE (7.65 %)	$	74,000.00	$	76,000.00
100-4031100-3110	MEDICAL EXAMINATIONS	$	500.00	$	500.00
100-4031100-3115	PRE EMPLOYMENT SCREENING	$	2,000.00	$	3,000.00
100-4031100-3190	INTERPRETER	$	40[illegible].00	$	400.00
100-4031100-3310	VEHICLE REPAIR & MAINTENANCE	$	1[illegible].00	$	18,000.00
100-4031100-3320	MAINTENANCE CONTRACTS	$	[illegible],000.00	$	50,000.00
100-4031100-4081	RICH RAU SAFETY EQUIP & EDUCATION	$	[illegible]00.00	$	5,000.00
100-4031100-4082	WILDLIFE MANAGEMENT	$	[illegible]	$	250.00
100-4031100-5210	POSTAGE	$	500.00	$	500.00
100-4031100-5230	TELECOMMUNICATIONS	$	6,600.00	$	12,600.00
100-4031100-5540	TRAINING	$	18,000.00	$	19,500.00
100-4031100-5545	OFFICE ACCREDIATION	$	2,500.00	$	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	$	1,800.00	$	1,800.00
100-4031100-6008	GASOLINE & OIL	$	26,000.00	$	26,000.00
100-4031100-6010	POLICE SUPPLIES	$	14,000.00	$	19,000.00
100-4031100-6011	UNIFORMS	$	6,500.00	$	7,000.00
100-4031100-6012	RECRUITMENT/ADVERTISING	$	2,000.00	$	1,000.00
	TOTAL POLICE DEPARTMENT	$	1,146,000.00	$	1,233,900.00
	TRAFFIC CONTROL				
100-4031300-5699	COUNTY CONT/CROSSING GD	$	2,500.00	$	2,500.00
	TOTAL TRAFFIC CONTROL	$	2,500.00	$	2,500.00
	EMERGENCY SERVICES				
100-4031400-5699	CONTRIBUTION/CC CENTALRM	$	5,000.00	$	5,000.00
	TOTAL EMERGENCY SERVICES	$	5,000.00	$	5,000.00
	VOLUNTEER FIRE DEPARTMENT				
100-4032200-5699	CONTRIBUTION/J[illegible]FD	$	30,000.00	$	30,000.00
100-4032200-5707	FIRE FUND PROGRAM	$	23,000.00	$	20,000.00
100-4032200-8411	ENDE[illegible] CAPITAL PROJECT	$	10,000.00	$	10,000.00
	TOTAL VOLUNTEER FIRE DEPT	$	63,000.00	$	60,000.00
	PUBLIC WORKS ADMINISTRATION				
100-4041100-1140	COMPENSATION	$	80,800.00	$	33,000.00
100-4041100-2100	MATCHING FICA EXPENSE (7.65 %)	$	6,700.00	$	2,500.00
100-4041100-3110	MEDICAL EXAMS	$	1,000.00	$	1,000.00
100-4041100-3310	VEHICLE REP & MAINTENANCE	$	11,000.00	$	15,000.00
100-4041100-5120	PROPANE	$	3,000.00	$	3,000.00
100-4041100-5230	TELECOMMUNICATIONS	$	7,000.00	$	8,000.00
100-4041100-5415	COPIER LEASE	$	-	$	-
100-4041100-5540	TRAINING	$	2,000.00	$	6,000.00
100-4041100-6001	OFFICE SUPPLIES	$	1,000.00	$	1,500.00

Account Number	Account Description	FY25-26 APPROVED 2025-2026		FY26-27 DRAFT 2026-2027	
	TOTAL PUBLI WKS ADMINISTRATION	$	112,500.00	$	70,000.00
	HWYS, STS BRIDGES & SDWLKS				
100-4041200-1183	COMPENSATION	$	225,000.00	$	250,000.00
100-4041200-2100	MATCHING FICA EXPENSE (7.65 %)	$	17,300.00	$	19,000.00
100-4041200-3310	EQUIPMENT MAINTENANCE	$	18,000.00	$	18,000.00
100-4041200-3311	STREET TREES/SIDEWALKS	$	2,000.00	$	4,000.00
100-4041200-3315	SIDEWALKS	$	16,000.00	$	16,000.00
100-4041200-5425	NORFOLK/SOUTHERN R-O-W'S	$	1,200.00	$	1,200.00
100-4041200-6007	MATERIALS & SUPPLIES	$	8,0[illegible].00	$	10,000.00
100-4041200-6008	GASOLINE & OIL	$	2[illegible].00	$	26,000.00
100-4041200-6011	UNIFORMS	$	[illegible],000.00	$	8,000.00
	TOTAL HWYS, STS BRIDGES & SWLKS	$	317,500.00	$	352,200.00
	VDOT REIMBURSEMENT				
100-4041250-3140	VDOT SECONDARY STREETS		725,000.00	$	750,000.00
	TOTAL VDOT REIMBURSEMENT	$	725,000.00	$	750,000.00
	STREET LIGHTS				
100-4041320-5110	ELECTRICITY		90,000.00	$	90,000.00
	TOTAL STREET LIGHTS	$	90,000.00	$	90,000.00
	SNOW REMOVAL - DOWNTOWN				
100-4041330-3220	CONTRACTUAL SERVICES	$	20,000.00	$	20,000.00
100-4041330-6007	MATERIALS & SUPPLIES	$	2,000.00	$	2,000.00
	TOTAL SNOW REMOVAL-DOWNTOWN	$	22,000.00	$	22,000.00
	PARKING METERS & LOTS				
100-4041340-6007	MATERIALS & SUPPLIES	$	3,000.00	$	3,000.00
	TOTAL PARKING METERS & LOTS	$	3,000.00	$	3,000.00
	REFUSE COLLECTION				
100-4042300-3220	CONTRACTUAL SERVICES	$	265,000.00	$	285,000.00
100-4042300-6225	RECYCLING SERVICES	$	125,000.00	$	125,000.00
	TOTAL REFUSE COLLECTION	$	390,000.00	$	410,000.00
	REFUSE DISPOSAL				
100-4042400-3800	FCO LANDFILL CHARGES	$	45,000.00	$	50,000.00
	TOTAL REFUSE DISPOSAL	$	45,000.00	$	50,000.00
	GENERAL PROPERTIES				
100-4043200-3310	IMPROVEMENT,REPAIR,MAINTENANCE	$	50,000.00	$	40,000.00
100-4043200-3325	HERMITAGE SWPOND MAINT	$	4,500.00	$	7,000.00

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100-4043200-6007	MATERIALS & SUPPLIES	$ 500.00	$ 600.00
100-4043200-6017	CHRISTMAS WREATHS	$ 500.00	$ 500.00
	TOTAL GENERAL PROPERTIES	$ 55,500.00	$ 48,100.00
	BUILDING SERVICES		
100-4064200-3150	PROFESSIONAL SERVICES	$ 1,000.00	$ 1,000.00
100-4064200-3200	CONTRACTURAL SERVICES	$ 15,000.00	$ 16,000.00
100-4064200-5110	ELECTRICITY	$ 24,000.00	$ 28,000.00
100-4064200-5120	NATURAL GAS/HEAT	$ 4,7[illegible]0	$ 5,500.00
100-4064200-5130	WATER/SEWER	$ [illegible].00	$ 900.00
100-4064200-5230	TELECOMMUNICATIONS	$ [illegible],100.00	$ 1,200.00
100-4064200-5304	LIABILITY INSURANCE	$ [illegible]0.00	$ 1,500.00
100-4064200-7113	IN KIND COSTS	$ 7,[illegible]0	$ 7,000.00
100-4064200-7115	SHARED MAINTENANCE	$ 25,000[illegible]	$ 31,000.00
100-4064200-8411	CAPITAL ASSET RESERVES	$ 10,000.00	$ 10,000.00
	TOTAL BUILDING SERVICES	$ 90,400.00	$ 102,100.00
	PARKS & RECREATION		
100-4071310-3160	CONTRACTURAL SER/JN BLUE	$ 1,000.00	$ 800.00
100-4071310-6017	CHRISTMAS LIGHTS	$ 3,500.00	$ 3,500.00
100-4071310-6018	ROSE HILL PARK MAINTENANCE	$ 5,000.00	$ 8,000.00
	TOTAL PARKS & RECREATION	$ 9,500.00	$ 12,300.00
	PLANNING		
100-4081100-1155	COMPENSATION	$ 92,000.00	$ 98,000.00
100-4081100-2100	MATCHING FICA EXPENSE (7.65%)	$ 7,000.00	$ 7,500.00
100-4081100-3500	PRINTING	$ 250.00	$ 250.00
100-4081100-5510	MILEAGE	$ 100.00	$ 100.00
100-4081100-5540	TRAINING	$ 3,000.00	$ 1,500.00
100-4081100-5810	DUES	$ -	$ -
	TOTAL PLANNING	$ 102,350.00	$ 107,350.00
	BOARD OF ZONING APPEALS		
100-4081400-1110	EXPENSE COMPENSATION	$ 500.00	$ 500.00
100-4081400-5540	TRAINING	$ 750.00	$ 750.00
	TOTAL BOARD OF ZONING APPEALS	$ 1,250.00	$ 1,250.00
	ECONOMIC DEVELOPMENT		
100-4081500-5411	WAYFINDING SIGNS	$ -	$ -
100-4081500-5693	VA COMMISSION FOR ARTS FUNDING	$ 4,500.00	$ 4,500.00
100-4081500-5695	TOWN/COUNTY ECONOMIC DEV	$ 21,500.00	$ 21,500.00
100-4081500-5696	ECONOMIC DEVELOPMENT RESERVE	$ -	$ -
100-4081500-5699	DBI/ECO DEV PROF SERVICES	$ 2,000.00	$ 2,000.00
100-4081500-5700	ANNEXATION AREA PROF SERVICES	$ -	$ -
	TOTAL ECONOMIC DEVELOPMENT	$ 28,000.00	$ 28,000.00

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Account Number	Account Description		FY25-26 APPROVED 2025-2026		FY26-27 DRAFT 2026-2027
	PLANNING COMMISSION				
100-4081600-1111	EXPENSE COMPENSATION	$	5,000.00	$	3,000.00
100-4081600-5540	TRAINING	$	2,000.00	$	2,000.00
100-4081600-5810	DUES	$	-	$	-
	TOTAL PLANNING COMMISSION	$	7,000.00	$	5,000.00
	B'VILLE AREA DEV AUTHORITY				
100-4081700-1111	EXPENSE COMPENSATION	$	2,500.00	$	1,500.00
100-4081700-5540	TRAINING	$	1,000.00	$	1,000.00
100-4081700-5810	DUES	$	-	$	-
	TOTAL B'VILLE AREA DEV AUTHORITY	$	3,500.00	$	2,500.00
	ARCHITECTURAL REVIEW BOARD				
100-4081800-5540	TRAINING	$	500.00		500.00
	TOTAL ARCHITECTURAL REVIEW BD	$	500.00	$	500.00
	TREE BOARD				
100-4081900-5800	MISCELLANEOUS	$	-	$	-
	TOTAL TREE BOARD	$	-	$	-
	CAPITAL OUTLAY				
100-4094200-8225	COMPUTER REPLACEMENT/UPGRADE	$	15,000.00	$	9,000.00
100-4094200-8231	PATROL VEHICLE	$	67,000.00	$	70,000.00
100-4094200-8340	MOWER	$	-	$	-
100-4094200-8341	TOWN PROPERTY IMPROVEMENTS	$	675,000.00	$	730,000.00
100-4094200-8362	SERVICE WEAPONS	$	10,000.00	$	-
100-4094200-8411	CAPITAL RESERVE	$	143.25	$	564.25
100-4094200-8702	WAYFINDING SIGN RESERVE	$	50,000.00	$	-
100-4094200-8916	[illegible]BACK SIGNS/CROSSWALK SIGNALS	$	-	$	48,000.00
100-4094200-9005	TAPP RESERVE	$	50,000.00	$	50,000.00
100-4094200-9009	TOWN STREET REPAIRS	$	40,000.00	$	-
100-4094200-901[illegible]	BCCGC IMPROVEMENTS	$	60,000.00	$	45,000.00
	TOTAL CAPITAL OUTLAY	$	967,143.25	$	952,564.25
	CONTINGENCY				
100-4094300-5800	CONTINGENCY (3.00%)	$	142,122.75	$	148,101.75
	TOTAL CONTINGENCY	$	142,122.75	$	148,101.75
	DEBT SERVICE				
100-4095000-9110	RDA PRINCIPAL	$	50,359.00	$	52,476.21
100-4095000-9120	RDA INTEREST	$	71,117.00	$	68,999.79
100-4095000-9130	RDA DEBT SER RESERVE	$	-	$	-
	TOTAL DEBT SERVICE	$	121,476.00	$	121,476.00
	TOTAL GENERAL FUND OPERATIONAL	$	4,737,425.00	$	4,936,725.00
	TOTAL GENERAL FUND CONTINGENCY	$	142,122.75	$	148,101.75
	TOTAL GENERAL FUND CAP OUTLAY	$	967,143.25	$	952,564.25

Account Number	Account Description		FY25-26 APPROVED 2025-2026		FY26-27 DRAFT 2026-2027
	TOTAL GENERAL FUND DEBT SERVICE	$	121,476.00	$	121,476.00
	TOTAL GENERAL FUND EXPENSES	$	5,968,167.00	$	6,158,867.00

	WATER FUND				
	PERSONNEL				
501-4012220-1140	COMPENSATION	$	[illegible]	$	48,000.00
501-4012220-2100	MATCHING FICA EXPENSE (7.65 %)	$	[illegible]	$	4,000.00
501-4012220-2210	VRS	$	52,000.00	$	40,000.00
501-4012220-2220	VMLIP - STD	$	235.00	$	225.00
501-4012220-2230	VMLIP - LTD	$	2,225.00	$	2,200.00
501-4012220-2300	HEALTH INSURANCE	$	69,000.00	$	76,000.00
501-4012220-2400	LIFE INSURANCE	$	6,175.00	$	4,600.00
501-4012220-2600	UNEMPLOYMENT INSURANCE	$	50.00	$	56.00
501-4012220-2700	WORKER'S COMPENSATION	$	20,000.00	$	20,000.00
501-4012220-3170	MISS UTILITY	$	1,750.00	$	2,000.00
501-4012220-3320	HANDHELD MAINT	$	5,000.00	$	5,000.00
501-4012220-3450	DIGITIZING	$	4,000.00	$	4,000.00
501-4012220-5210	POSTAGE	$	6,000.00	$	6,000.00
501-4012220-5540	TRAINING	$	2,000.00	$	2,000.00
501-4012220-6001	OFFICE SUPPLIES	$	6,000.00	$	5,000.00
	TOTAL PERSONNEL	$	240,135.00	$	219,081.00
	TREATMENT				
501-4012222-1147	COMPENSATION	$	224,000.00	$	195,000.00
501-4012222-2100	MATCHING FICA EXPENSE (7.65 %)	$	17,200.00	$	15,000.00
501-4012222-2830	[illegible] FEES	$	650.00	$	650.00
501-4012222-2840	STATE CONNECTION FEES	$	9,025.00	$	9,025.00
501-4012222-2850	LAB TESTING	$	16,250.00	$	16,250.00
501-4012222-3110	MEDICAL EXAMS	$	200.00	$	200.00
501-4012222-3145	PROFESSIONAL SERVICES	$	17,500.00	$	25,000.00
501-4012222-3210	SLUDGE REMOVAL	$	26,000.00	$	26,000.00
501-4012222-3220	CL[illegible] RIVER INTAKE	$	4,000.00	$	4,000.00
501-4012222-3310	REPAIR & MAINTENANCE	$	125,000.00	$	125,000.00
501-4012222-5110	ELECTRIC[illegible]	$	70,000.00	$	70,000.00
501-4012222-5120	PROPANE HEAT WTP	$	4,000.00	$	4,000.00
501-4012222-5230	TELECOMMUNICATIONS	$	4,700.00	$	5,000.00
501-4012222-5415	COPIER LEASE	$	900.00	$	-
501-4012222-5540	TRAINING	$	3,500.00	$	2,000.00
501-4012222-5690	DISCHARGE PERMIT RENEWAL	$	-	$	-
501-4012222-5810	DUES	$	450.00	$	900.00
501-4012222-6001	OFFICE SUPPLIES	$	500.00	$	1,500.00
501-4012222-6004	LAB SUPPLIES	$	60,000.00	$	60,000.00
501-4012222-6005	JANITORIAL SUPPLIES	$	1,000.00	$	1,000.00
501-4012222-6008	GASOLINE & OIL	$	6,200.00	$	5,000.00
501-4012222-6011	UNIFORMS	$	1,500.00	$	1,500.00
501-4012222-6014	TOOLS	$	500.00	$	500.00
501-4012222-6019	SAFETY EQUIPMENT	$	1,000.00	$	1,000.00

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Account Number	Account Description		FY25-26 APPROVED 2025-2026		FY26-27 DRAFT 2026-2027
501-4012222-6025	CHEMICALS	$	65,000.00	$	65,000.00
	TOTAL TREATMENT	$	659,075.00	$	633,525.00
	DISTRIBUTION & MAINTENANCE				
501-4012224-1183	COMPENSATION	$	225,300.00	$	250,000.00
501-4012224-2100	MATCHING FICA EXPENSE (7.65 %)	$	17,300.00	$	19,000.00
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	$	[illegible].00	$	750.00
501-4012224-6030	NEW SERVICE SUPPLIES	$	[illegible]000.00	$	1,000.00
501-4012224-9008	STORAGE TANK MAINT CONTRACT	$	[illegible]00.00	$	12,000.00
	TOTAL DISTRIBUTION & MAINT	$	349,300.00	$	362,750.00
	CAPITAL OUTLAY				
501-4094200-8105	1/2 TON PICK UP TRUCK	[illegible]	-	$	22,000.00
501-4094200-8144	WATER TREATMENT PLANT UPGRADES	$	[illegible],000,000.00	$	7,150,000.00
501-4094200-8211	CAPITAL RESERVES	[illegible]	515,284.70	$	0.32
501-4094200-8225	COMPUTER REPLACEMENT/UPGRADE	$	10,000.00	$	3,500.00
501-4094200-8345	PW ONE TON DUMP TRUCK	$	-	$	-
501-4094200-8361	WATER DIST SYSTEM UPGRADES	$	125,000.00	$	1,100,000.00
501-4094200-8602	3/4 TON TRUCK	$	15,000.00	$	-
501-4094200-9007	WTP LAB EQUIPMENT	[illegible]	50,000.00	$	-
501-4094200-9009	HYDRAULIC THUMB(PW)	$	4,000.00	$	-
501-4094200-9010	SCADA	$	-	$	50,000.00
	TOTAL CAPITAL OU[illegible]	$	5,719,284.70	$	8,325,500.32
	CONTINGENCY				
501-4094300-5800	CONTINGE[illegible]3.00%)	$	37,455.30	$	36,460.68
	TOTAL CONTING[illegible]	$	37,455.30	$	36,460.68
	TOTAL WATER [illegible]D OPER[illegible]NAL	$	1,248,510.00	$	1,215,356.00
	TOTAL WATER F[illegible] CONTINGENCY	$	37,455.30	$	36,460.68
	TOTAL WATER FU[illegible] CAP OUTLAY	$	5,719,284.70	$	8,325,500.32
	TOTAL WATER FUND EXPENSES	$	7,005,250.00	$	9,577,317.00

Account Number	Account Description		FY25-26 APPROVED 2025-2026		FY26-27 DRAFT 2026-2027
	SEWER FUND				
	PERSONNEL				
502-4012220-1114	COMPENSATION	$	62,000.00	$	49,000.00
502-4012220-2100	MATCHING FICA EXPENSE (7.65 %)	$	4,700.00	$	4,000.00
502-4012220-2210	VRS	$	43,600.00	$	39,000.00

Account Number	Account Description		FY25-26 APPROVED 2025-2026		FY26-27 DRAFT 2026-2027
502-4012220-2220	VMLIP - STD	$	200.00	$	215.00
502-4012220-2230	VMLIP - LTD	$	1,975.00	$	2,200.00
502-4012220-2300	HEALTH INSURANCE	$	51,500.00	$	78,500.00
502-4012220-2400	LIFE INSURANCE	$	5,150.00	$	4,000.00
502-4012220-2600	UNEMPLOYMENT INSURANCE	$	40.00	$	51.00
502-4012220-2700	WORKER'S COMPENSATION	$	10,000.00	$	11,000.00
502-4012220-3320	HANDHELD MAINT	$	5,000.00	$	5,000.00
502-4012220-3450	DIGITIZING	$	4,000.00	$	4,000.00
502-4012220-5210	POSTAGE	$	4,000.00	$	4,500.00
502-4012220-6001	OFFICE SUPPLIES	$	5,500.00	$	3,500.00
	TOTAL PERSONNEL	$	197,665.00	$	204,966.00
	TREATMENT				
502-4012222-1147	COMPENSATION	$	224,000.00	$	195,000.00
502-4012222-2100	MATCHING FICA EXPENSE (7.65 %)	$	17,100.00	$	15,000.00
502-4012222-2830	CERTIFICATION FEES	$	640.00	$	600.00
502-4012222-2850	LAB TESTING	$	33,000.00	$	33,000.00
502-4012222-3145	PROFESSIONAL SERVICES	$	240,000.00	$	240,000.00
502-4012222-3210	LANDFILL-SOLIDS DISPOSAL	$	100,000.00	$	110,000.00
502-4012222-3310	REPAIR & MAINTENANCE	$	290,000.00	$	250,000.00
502-4012222-5110	ELECTRICITY	$	140,000.00	$	140,000.00
502-4012222-5230	TELECOMMUNICATIONS	$	5,000.00	$	5,000.00
502-4012222-5415	COPIER LEASE	$	2,000.00	$	-
502-4012222-5540	TRAINING	$	500.00	$	500.00
502-4012222-5690	DISCHARGE PERMIT RENEWAL	$	3,500.00	$	3,600.00
502-4012222-5810	DUES	$	625.00	$	625.00
502-4012222-6001	OFFICE SUPPLIES	$	1,000.00	$	2,000.00
502-4012222-6004	LAB SUPPLIES	$	4,500.00	$	14,500.00
502-4012222-6005	JANITORIAL SUPPLIES	$	1,750.00	$	1,500.00
502-4012222-6008	DIESEL FUEL	$	7,500.00	$	5,000.00
502-4012222-6011	UNIFORMS	$	-	$	-
502-4012222-6014	TOOLS	$	250.00	$	250.00
502-4012222-6019	SAFETY EQUIPMENT	$	1,000.00	$	1,000.00
502-4012222-6025	CHEMICALS	$	190,000.00	$	175,000.00
	TOTAL TREATMENT	$	1,262,365.00	$	1,192,575.00

	DISTRIBUTION & MAINTENANCE				
502-4012224-1183	COMPENSATION	$	113,000.00	$	125,000.00
502-4012224-1183	MATCHING FICA EXPENSE (7.65 %)	$	8,650.00	$	9,500.00
502-4012224-3310	EQUIPMENT MAINTENANCE	$	5,000.00	$	5,000.00
502-4012224-3330	REPAIR & MAINTENANCE	$	25,000.00	$	25,000.00
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	$	-	$	-

DRAFT

Account Number	Account Description		FY25-26 APPROVED 2025-2026		FY26-27 DRAFT 2026-2027
	TOTAL DISTRIBUTION & MAINT	$	155,150.00	$	168,000.00
	CAPITAL OUTLAY				
502-4094200-8105	1/2 TON PICK UP TRUCK	$	-	$	22,000.00
502-4094200-8109	SANITARY/STORM SEWER UPGRADE	$	[illegible],000.00	$	-
502-4094200-8134	SEWER COLLECTION SYSTEM IMPROVEMENTS	$	-	$	130,000.00
502-4094200-8225	COMPUTER REPLACEMENT/UPGRADE	$	10,0[illegible]	$	3,500.00
502-4094200-8345	PW ONE TON DUMP TRUCK	$	-	$	-
502-4094200-8411	CAPITAL RESERVES	$	15,544.60		0.77
502-4094200-8602	3/4 TON PICKUP (1/3 VDOT)	$	15,000.00	$	-
502-4094200-9007	WWTP PERMEATE PUMPS R/R		20,000.00	$	-
502-4094200-9009	WWTP BAR SCREEN	$	170,000.00	$	-
502-4094200-9010	WWTP MEMBRANE GANTRY		160,000.00	$	-
502-4094200-9011	HYDRAULIC THUMB(PW)	$	4,000.00	$	-
502-4094200-9012	WWTP SCREENING REHAB	$	200,000.00	$	250,000.00
502-4094200-9013	WWTP SLUICE GATE REP/MODIFY	$	100,000.00	$	60,000.00
502-4094200-9014	SCADA	$	-	$	50,000.00
	TOTAL CAPITAL OUTLAY	$	699,544.60	$	515,500.77
	CONTINGENCY				
502-4094300-5800	CONTINGENCY (3[illegible])	$	45,455.40	$	46,966.23
	TOTAL CONTINGENCY	$	45,455.40	$	46,966.23
	DEBT SERVICE				
502-4095000-9118	VRA PRINCIPAL	$	470,000.00	$	470,000.00
	TOTAL DEBT SERVICE	$	470,000.00	$	470,000.00
	TOTAL SEWER FUND OPERATIONAL	$	1,615,180.00	$	1,565,541.00
	TOTAL SEWER FUND CONTINGENCY	$	45,455.40	$	46,966.23
	TOTAL SEWER FUND CAP OUTLAY	$	699,544.60	$	515,500.77
	TOTAL SEWER FUND DEBT SERVICE	$	470,000.00	$	470,000.00
	TOTAL SEWER FUND EXPENSES	$	2,830,180.00	$	2,598,008.00
	TOTAL EXPENSES ALL FUNDS	**$**	**15,803,597.00**	**$**	**18,334,192.00**

Proposed Zoning Text Amendment

SECTION 509 - AMENDMENTS WITH PROFFERED CONDITIONS

(1/90)

509.1 VOLUNTARY PROFFERED CONDITIONS

Pursuant to Section ~~15.1-491.2:1~~ 15.1-2298 of the Code of Virginia, the Planning Commission and/or the Town Council may consider reasonable conditions to be applied to a rezoning amendment initiated pursuant to Section ~~507.4~~ 508.4 of this Ordinance provided:

(a) The conditions are voluntarily submitted by the applicant;

(b) Proposed proffered conditions are in writing and signed by all of the legal and equitable owners of the property which is the subject of the proposed amendment;

(c) The proposed conditions are in accordance with the Comprehensive Plan;

(d) The proposed conditions bear a reasonable relation to the rezoning;

(e) The proposed conditions are received by the Planning Commission and/or the Town Council prior to commencement of the public hearing of the Planning Commission and/or the Town Council at which the proposed rezoning amendment is to be considered; and

(f) The proposed conditions are in full accordance with ~~Section 15.1-491.2:l of~~ the Code of Virginia.

509.2 EFFECT OF CONDITIONS

Upon approval of any rezoning approved subject to proffered conditions, all conditions proffered by the applicant and accepted by the Town Council shall be deemed part of the zoning regulations affecting the district in which the parcel is classified. Such conditions shall remain in force until fully performed by the applicant or amended or released by the Town Council in accordance with ~~Section 15.1-491.6 of~~ the Code of Virginia.

509.3 PROFFERED CONDITION REGULATIONS

Following approval of any zoning approved subject to proffered conditions, no site plan, subdivision plan, or development plan thereafter submitted for the development of the property in question shall be approved unless in substantial conformity with all proffered conditions, and no agent or official of the Town shall have the power to permit any development or construction upon the property not in substantial conformance with such proffered conditions.

509.4 PROFFERED AMENDMENTS

Proffered conditions may be amended or released by the Town Council upon application for zoning amendment submitted in accordance with Section ~~507~~ 508. Any such amendment shall be the subject of a public hearing in accordance with the provisions of Section ~~507.1~~ 508.7.

509.5 ZONING MAP NOTATION AND CONDITIONAL ZONING INDEX

Each rezoning shall be designated on the Zoning Map by an appropriate symbol designated by the Zoning Administrator. In addition, the Zoning Administrator shall keep and maintain the conditional zoning index, which shall be available for public inspection and which shall provide ready access to the ordinance creating such conditions.

Town of Berryville

Motion to Approve Water Tank Lease

Date: May 12, 2026

MOTION BY: William Steinmetz

I move that the Council of the Town of Berryville approve the attached water tank lease agreement between the Town of Berryville and New Cingular Wireless OCS, LLC-Northwest Elevated Tower and authorize the town manager to execute the agreement on behalf of the Town.

VOTE:

Aye: ALL

Nay: 0

Absent: 0

Abstain: 0

ATTEST

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Erecka Gibson, Vice Mayor

Cell Site No.: 50187
Cell Site Name: Town of Berryville – WC927
Fixed Asset No.: 10068492
Market: Washington DC / Baltimore
Address: 201 Tom Whitacre Circle, Berryville, VA 22611

Fourth AMENDMENT TO Water Tank SITE LEASE AGREEMENT

THIS FOURTH AMENDMENT TO WATER TANK SITE LEASE AGREEMENT ("Fourth Amendment") dated as of the later date below is by and between Town of Berryville, VA, a Virginia municipal corporation, having a mailing address of 101 Chalmers Court, Berryville, Virginia 22611 (hereinafter referred to as "Lessor") and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 1025 Lenox Park Blvd NE 3rd Floor Atlanta, GA 30319 (hereinafter referred to as "Lessee").

WHEREAS, Lessor and Lessee (or their predecessors in interest) entered into a Water Tank Lease Agreement dated June 29, 2001, as amended by First Amendment to Water Tank Lease Agreement dated May 20, 2013, as amended by Second Amendment to Water Tank Lease Agreement dated June 14, 2016, as amended by Third Amendment to Water Tank Lease Agreement dated April 12, 2019, (hereinafter, collectively, the "Agreement"), whereby Lessor leased to Lessee certain Premises, therein described, that are a portion of the Property located at 201 Tom Whitacre Circle, Berryville, VA 22611; and

WHEREAS, the term of the Agreement will expire on May 31, 2026, and the parties mutually desire to renew the Agreement, memorialize such renewal period and modify the Agreement in certain other respects, all on the terms and conditions contained herein; and

WHEREAS, Lessor and Lessee desire to extend the term of the Agreement; and

WHEREAS, Lessor and Lessee desire to modify, as set forth herein, the Rent (as defined below) payable under the Agreement; and

WHEREAS, Lessor and Lessee, in their mutual interest, further wish to amend the Agreement as set forth below.

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Lessor and Lessee agree as follows:

1. **Term.** The term for the lease of the New Leased Area, as defined in Section 1 of the Third Amendment, shall run concurrent with the term under the Agreement. The Lessee is hereby granted (1) additional extension term of (5) years under the Agreement subject to the same terms and conditions of Section 2 of the Agreement. The additional five (5) year term will expire on May 31, 2031 unless otherwise amended or extended.

2. **Acknowledgement.** Lessor acknowledges that: 1) this Fourth Amendment is entered into of the Lessor's free will and volition; 2) Lessor has read and understands this Fourth Amendment and the underlying Agreement and, (3) prior to execution of the Fourth Amendment, was free

57545196.2

to consult with counsel of its choosing regarding Lessor's decision to enter into this Fourth Amendment and to have counsel review the terms and conditions of the Fourth Amendment;

3. **Modification of Rent.** Commencing on June 1, 2026, the Rent payable under the Agreement shall be Four Thousand Five Hundred Twenty-Five dollars and 00/100 ($4,525.00) per month, and shall continue during the Term, subject to adjustment as provided herein. As of June 1, 2026, this paragraph will replace Section 2 of the Agreement. In the event of any overpayment of Rent prior to or after the Effective Date, Tenant shall have the right to deduct from any future Rent payments an amount equal to the overpayment amount.

4. **Future Rent Increase Monthly Payments**. The second paragraph in Section 2 of the Agreement is hereby deleted, and the Agreement is amended to provide that commencing on January 1, 2027, the Parties agree that the Rent shall be adjusted over the Rent paid during the previous year as follows:
Year 1 (1/1/27 – 12/31/27): increase $150;
Year 2 (1/1/28 – 12/31/28): increase $155;
Year 3 (1/1/29 – 12/31/29): increase $160;
Year 4 (1/1/30 – 12/31/30): increase $165; and
Year 5 (1/1/31 – 05/31/31): increase $170

5. **Notices**. The notice provisions in Section 13 of the Agreement, as well as the notice provision in Section 10 of the Third Amendment, are hereby deleted in their entirety and replaced with the following:

All notices, requests, payments of Rent, demands, and other communications required or permitted hereunder shall be given as follows:

For Notices of Default to Tenant:

a) To Tenant's Lease Administration Department at NoticeIntake@att.com; and

b) To Tenant's Law Department via First Class certified or registered mail, return receipt requested, or by a nationally recognized overnight courier, postage prepaid, addressed to:

New Cingular Wireless PCS, LLC
Attn.: Legal Dept – Network Operations
Site No. 50187; Cell Site Name: Town of Berryville (VA)
Fixed Asset: 10068492
208 S. Akard Street
Dallas, TX 75202-4206

For Notices of Default to Landlord:

a) To Landlord at (townmanager@berryvilleva.gov & treasurer@berryvilleva.gov); and

b) To Town Attorney via First Class certified or registered mail, return receipt requested, or nationally recognized overnight courier, postage prepaid, addressed to:

Town of Berryville, VA, a Virginia municipal corporation
Attention: Town Attorney
Northwest Elevated Water Tank – Cellular Rental
101 Chalmers Court, Suite A
Berryville, VA 22611

All other Notices will be sent:

c) To Tenant's Lease Administration Department at NoticeIntake@att.com with the FA#, Cell Site #, and Cell Site Name in the email subject line; and

d) To Landlord at townmanager@berryvilleva.gov & treasurer@berryvilleva.gov;

Notices by email will be effective on the first calendar day after it was sent unless the sender receives an automated message that the email has not been delivered. Electronic mail shall be sent with a read receipt, but a read receipt shall not be required to establish that notice was given and received. All other Notices shall be effective when received unless returned undelivered. Either party hereto may change the place for the giving of notice to it by thirty (30) days' prior written notice to the other party hereto as provided herein.

[NO MORE TEXT ON THIS PAGE - SIGNATURES TO FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute and seal this Fourth Amendment on the date and year below.

LESSOR:
Town of Berryville, VA,
a Virginia municipal corporation

By: ______________________________

Print Name: ________________________

Title: _____________________________

Date: _____________________________

LESSEE:
New Cingular Wireless PCS, LLC,
a Delaware limited liability company

By: AT&T Mobility Corporation
Its: Manager

By: ______________________________

Print Name: ________________________

Title: _____________________________

Date: _____________________________

Town of Berryville

Motion to adopt Ordinance amending Section 509 of the Zoning Ordinance

Date: May 12, 2026

MOTION BY: Paul Perez

I move that the Council of the Town of Berryville adopt the attached ordinance amending Section 509 of the Zoning Ordinance.

VOTE:

Aye: ALL

Nay: 0

Absent: 0

Abstain: 0

ATTEST

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Erecka Gibson, Vice Mayor

Town of Berryville

Motion for West Fairfax Street

Date: May 12, 2026

MOTION BY: Ryan Tibbens

I move that the Council of the Town of Berryville authorize the town manager to sign and send the attached letter evidencing the Town's commitment to fund its portion of the West Fairfax Street Sidewalk Improvements Project.

VOTE:

Aye: ALL

Nay: 0

Absent: 0

Abstain: 0

ATTEST

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Erecka Gibson, Vice Mayor

May 13, 2026

Mr. Jeffery A. Lineberry, P.E.
Transportation Land Use Director
Virginia Department of Transportation – Staunton District
811 Commerce Road
Staunton, VA 24401

Re: West Fairfax Street Sidewalk Improvements Project
VDOT UPC# 121170
Project EN22-168-014

Dear Mr. Lineberry:

Pursuant to the guidelines of VDOT's Locally Administered Projects Manual, the Town of Berryville is required to submit a cost estimate and verification of funding as a part of its PS&E submittal package for the above-referenced project. An undated cost estimate was provided to you on April 30, 2026. This letter is sent to address the required verification of funding.

The Berryville Town Council recognizes that the West Fairfax Street Improvements Project may require additional funding above the amount requested in our TAP funding application.

This letter serves as evidence of the Town of Berryville's commitment, based on the updated cost, to fund any deficit between the approved TAP allocation amount and the final cost of the project in question.

If you have any questions about this matter, then please do not hesitate to contact me.

Sincerely,

Keith R. Dalton
Town Manager

Town of Berryville

Motion to Set a Public Hearing

Date: May 12, 2026

MOTION BY: Paul Perez

I move that the Council of the Town of Berryville set a public hearing on the Beach Carpenter Properties (29 Cattleman's Lane) special use permit request for June 9, 2026 at 7:00 p.m., or as soon thereafter as the matter may be heard.

VOTE:

Aye: ALL

Nay: 0

Absent: 0

Abstain: 0

ATTEST

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Erecka Gibson, Vice Mayor

Town of Berryville

Motion to Set a Public Hearing

Date: May 12, 2026

MOTION BY: Vice Mayor Erecka Gibson

I move that the Council of the Town of Berryville set a public hearing on the Belfort Furniture, Inc. (351 Station Road) special use permit request for June 9, 2026 at 7:00 p.m., or as soon thereafter as the matter may be heard.

VOTE:

Aye: ALL

Nay: 0

Absent: 0

Abstain: 0

ATTEST

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Erecka Gibson, Vice Mayor

Town of Berryville

Motion to Approve Investment Plan

Date: May 12, 2026

MOTION BY: Vice Mayor Erecka Gibson

I move that the Council of the Town of Berryville approve the attached investment plan. She further moved that the town manger be authorized to open accounts as needed to implement the plan; provided that the Council receive a comprehensive report providing information on account changes by May 29, 2026.

VOTE:

Aye: ALL

Nay: 0

Absent: 0

Abstain: 0

ATTEST

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Erecka Gibson, Vice Mayor

Fund Reserve Specifics
Adopted June 10, 2025

Proposed 2026 Revisions in RED
Proposed 2026 Investments in Pink

This document was adopted in accordance with the Town Council's Reserves Policy.

Reserve amounts reflect adjustment on January 21, 2026. Fund totals do not reflect expenditures in FY26.

General Fund

General Fund Reserve
This reserve was established in order to provide funding for unforeseen expenses and to supplement revenues as the Council deems necessary. General fund monies budgeted in a given year that are neither spent nor otherwise encumbered will be placed in this reserve. The interest income from all general fund reserves is placed in this reserve.

Reserve	$450,098.84
Reserve goal	$519,335.00 50% of annual debt service + 10% of FY 25 GF operational expenses

50% in local banks
50% in CD's

Property Improvements and Maintenance Reserve
The Town owns several properties for which the cost of improvement and maintenance falls solely on the general fund. These properties include 23 East Main Street (includes Livery), Hogan's Alley, Crow Street Parking Lot, Rose Hill Park (including the John Rixey Moore Playground, Smithy Cottage but excluding the Barns of Rose Hill), Rixey Moore Parking Lot, and the old kennel located on the Wastewater Treatment Plant property.

The maintenance costs for the Public Works Facility and the Berryville-Clarke County Government Center are shared by all three funds. The Berryville-Clarke County Government Center is jointly owned with Clarke County; therefore, a separate fund is established for care of that property.

These funds may be made available for improvements to or maintenance of town properties.

Reserve	$1,722,000
Reserve goal	$2,000,000

100% in VIP SNLP

Berryville-Clarke County Government Center Reserve
The Town and Clarke County constructed the Berryville-Clarke County Government Center in 2008. The facility is owned and maintained by both jurisdictions.

The facility's note holder requires that a maintenance reserve be established to provide savings to address unforeseen maintenance-related expenses. Both the Town and County agreed to self-encumber funds that would be available for expenses incurred while repairing, maintaining, or improving the property at 101 Chalmers Court.

These funds may be made available for repair, maintenance, or improvement of the Berryville-Clarke County Government Center facility.

Reserve	$400,000
Reserve goal	$400,000

50% in VIP SNLP
50% in VIP Fixed Term Portfolios (12 month)

Flood Plain/Stormwater Mitigation Reserve
Berryville contains three major drainage areas. Each of these drainage areas contains a perennial stream: Town Run (known as Dog Run in the rest of Clarke County), Craig's Run, and Buckmarsh Run. Each of these drainage areas contains smaller contributing sub-drainage areas.

The flood plain and floodway have been identified and mapped within the Town Run drainage area. Stormwater management concerns have been identified in several sub-drainage areas of the Town Run drainage area.

These funds would be available for use on flood plain/stormwater mitigation projects.

Reserve	$750,000
Reserve goal	$750,000

100% in VIP Fixed Term Portfolios (12 month)

Downtown Improvement Reserve
In recognition of the economic benefits of an attractive business district, the Council recognizes that improvements to the downtown area will pay dividends to the entire town.

The Town created this reserve, in full or in part, projects to improve the general appearance of the downtown, enhance directional signage, improve parking, improve accessibility, establish and maintain crosswalks that exceed VDOT standards, establish and maintain trees and or planters, and the like.

Reserve	$725,000
Reserve goal	$750,000

100% in VIP Fixed Term Portfolios (12 month)

Economic Development Reserve
This reserve was established to provide for savings that can be used to address economic

development opportunities or needs that the Town Council determines should be funded.

Reserve	$100,000
Reserve goal	$100,000

100% in VIP Fixed Term Portfolios (12 month)

Blight Abatement Reserve
The Berryville Code provides the Town Council and the Town Manager with authority to demolish/secure unsafe structures and abate blight. If the Town must address such problems, then the work is paid for with public funds and the cost billed to the property owner. If the property owner fails to pay for the work, then a tax lien is placed on the property. Generally, it takes several years for the Town to recoup any of the costs incurred addressing the unsafe conditions.

These funds would be available to pay for work required to secure or demolish unsafe structures and abate blight.

Reserve	$100,000
Reserve goal	$100,000

50% in VIP SNLP
50% in VIP Fixed Term Portfolios (12 month)

John H. Enders Vol. Fire Department Reserve
This reserve was established to provide savings that can be used to assist the John H. Enders Volunteer Fire Department and Rescue Squad, which the Town Council has declared to be an integral part of the official safety program of the Town, with capital projects.

Reserve	$ 10,000
Reserve goal	$100,000

100% maintained in local banks

Police Equipment Replacement Reserve
This reserve was established to fund new or replacement police department equipment.

Reserve	$150,000
Reserve goal	$150,000

50% in VIP SNLP
50% in VIP Fixed Term Portfolios (12 month)

Annexation Reserve
This reserve was established to provide savings that can be used to complete work required to affect annexations.

Reserve	$100,000
Reserve goal	$150,000

100% in VIP SNLP

Town Street Reserve
This reserve was established to provide funds for maintenance of Town secondary streets that do not qualify for use of Virginia Secondary Street Reimbursement funds.

Reserve	$120,000
Reserve Goal	$150,000

50% in VIP SNLP
50% in VIP Fixed Term Portfolios (12 month)

Transportation Alternatives Program (TAP) Project Matching Funds Reserve
This reserve is established to provide required matching funds for TAP projects. These projects are administered by the Virginia Department of Transportation and require a 20% match from the Town.

The Town has three active TAP grant applications (two associated with a sidewalk project on Mosby Boulevard and one sidewalk/drainage project on East and West Fairfax Street) in process.

The Town also expects to apply for a TAP grant in 2027 that would help fund a sidewalk extension on the east side of North Buckmarsh along the frontage of 22 West Fairfax and 328 and 322 North Buckmarsh Street.

Along with required matching, reserve funds may be used for project costs not covered by TAP funds.

Reserve	$1,740,000
Reserve Goal	$2,000,000

67% in VIP SNLP
33% in VIP Fixed Term Portfolios (12 month)

Sidewalk Reserve
This reserve is established to provide funds for sidewalk construction and repair projects that are not otherwise funded by VDOT Secondary Funds or other programs.

Reserve	$ 30,000
Reserve Goal	$200,000

100% in VIP Fixed Term Portfolios (12 month)

Total General Fund Reserves = $6,397,098.84

Local Banks	$ 230,049.42
CD's	$ 230,049.42
VIP SNLP	$3,367,000.00
VIP Fixed Term	$2,570,000.00
Total	$6,397,098.84

Water Fund

Water Fund Reserve
This reserve was established in order to provide funding for unforeseen expenses and to supplement revenues as the Council deems necessary.

Water fund monies budgeted in a given year that are neither spent nor otherwise encumbered will be placed in this reserve. The interest income from all water fund reserves is placed in this reserve.

Reserve	$401,900*
Reserve goal	$189,000 100% of annual debt service + 15% of FY25 WF operational expenses
	*Reserve amount significantly exceeds the reserve goal because the goal will increase significantly in the near future, because the water fund will have debt (Water Treatment Plant Upgrade) that has to be serviced.

50% in local banks
50% in CD's

Water Storage Tank Reserve
This reserve was established to provided funding for either planned or unforeseen expenses related to the Town's water storage system.

The Town maintains three water tanks within its water distribution system. The Town has maintenance contracts for the three tanks, but given the importance of these improvements it is vital to provide a reserve to address unforeseen problems that may not be covered under the annual maintenance contract.

Reserve	$ 750,000
Reserve goal	$1,500,000

25% in VIP SNLP
75% in VIP Fixed Term Portfolios (12 month)

Water Treatment Plant Reserve
The reserve was established to assist with meeting funding needs for water treatment plant-related expenses.

Reserve	$4,541,594
Reserve goal	$7,000,000

50% in VIP SNLP
50% in VIP Fixed Term Portfolios (12 month)

Overview
The Town's Water Treatment Plant, raw water intake, and raw water transmission main are slated to be upgraded within the next several years. This work is required because the plant and related raw water facilities, which were constructed in 1984, are approaching the end of their useful life.

The Town of Berryville Utility Rate Study, which was completed in 2019, identified expenses related to the replacement/improvement/repair of this facility and the pumping station at the Shenandoah River. According that study, the plant and pumping station should be replaced/improved/repaired by the end of FY27.

In August 2022 the Town issued an offering to secure professional engineering services required for the design and construction of the water treatment plant upgrade. In December 2022, the Town contracted with Pennoni to provide those required engineering services.

On September 12, 2023 the Town Council approved a preliminary engineering report in which it was recommended that the Town upgrade the water treatment plant with membrane filtration units. That report was reviewed by the Virginia Department of Health. A revised report, addressing Department of Health comments, will be resubmitted on March 1, 2025. The new report eliminates the planned pre-sedimentation basins and provides for the construction of vertical clarifiers. These clarifiers will treat the water through flocculation prior to filtration by the membrane system.

The Virginia Department of Health approved the preliminary engineering report in February 2026. This approval enables the agency to review the construction plans and contract documents. Upon Virginia Department of Health approval of plans, specifications, and contract documents, the project may be bid.

Upgrade Project Schedule

Task	Expected Completion
Advertise for Bids	October 2026
Bid Opening	December 2026
Award/Notice of Proceed	January 2027
Substantial Completion	May 2028
Final Completion	June 2028

Funding
The Virginia Department of Health has issued two BIL (FY2024 Bipartisan Infrastructure Law) Initial Offers. The first loan offer, which was dated October 26, 2023 provided a funding package of $6,385,000. The second loan offer, which was dated December 12, 2024 provided a funding package of $6,000,000. Accordingly, the loan offer from the Department of Health totals $12,385,000.

The terms of the loan (both offerings will close at the same time) are as follows:

Principal: $12,385,000

Term: 20 years

Rate: 1.0% below market rate

Draws: Loan funds may be draw monthly during the project. Interest will begin accruing when funds are drawn. Accordingly, no construction loan(s) should be required to complete the project.

Upgrade Project Estimated Cost:

Construction Cost -	$12,000,000
Non- Construction Costs -	$ 3,300,000
Total -	$15,300,000

Project Cost	$15,300,000
VDH Loan	$12,385,000
Expected Draw on Reserves for Upgrade	$ 2,915,000

Use of Reserves During Upgrade Project

In accordance with current project budget estimates, it is expected that at approximately $2,915,000 from this fund will be used for the upgrade.

Reserve funds will be available for unexpected cost overruns and to ensure positive cash flow during the upgrade project. It is also expected that these reserve funds will be used to fund lender-required maintenance/loan repayment reserves. Lastly, it is expected that reserve funds will be used to fund a membrane replacement reserve.

Use of Reserves After Upgrade Project is Completed

After the upgrade project has been completed, these funds will be available to pay for unforeseen costs associated with the water treatment plant and related improvements.

Water Distribution System Reserve

This reserve was established to provide funds for planned and unforeseen improvements and repairs to the Town's water distribution system.

The Town maintains a system of pipes through which water is distributed from the water plant and throughout the Town. This system includes improvements such as water mains, laterals, meters and related improvements, valves, pumps, and fire hydrants.

The Town of Berryville Utility Rate Study completed in 2019 identified expenses related to the replacement/upgrade of portions of the distribution system.

Reserve	$1,250,000
Reserve goal	$2,000,000

75% in VIP SNLP
25% in VIP Fixed Term Portfolios (12 month)

Total Water Fund Reserves = $6,943,494.00

Local Banks	$ 200,950.00
CD's	$ 200,950.00
VIP SNLP	$3,395,797.00
VIP Fixed Term	$3,145,797.00
Total	$6,943,494.00

Sewer Fund

Sewer Fund Reserve
This reserve was established in order to provide funding for unforeseen expenses and to supplement revenues as the Council deems necessary.

Sewer fund monies budgeted in a given year that are neither spent nor otherwise encumbered will be placed in this reserve. The interest income from all sewer fund reserves is placed in this reserve.

Reserve	$ 234,379.29
Reserve goal	$ 713,000 100% of annual debt service + 15% of FY25 SF operational expenses

50% in local banks
50% in CD's

Wastewater Treatment Plant Reserve
The reserve was established to assist with meeting funding needs for wastewater treatment plant-related expenses.

The Town's wastewater treatment plant became operational in 2012. The useful life of the plant is expected to be at least 25 years.

These funds may be made available to address unforeseen costs at the plant or begin a replacement/upgrade project.

Reserve	$3,302,324
Reserve goal	$7,500,000

33% in VIP SNLP
67% in VIP Fixed Term Portfolios (12 month)

Sewer Collection System Reserve
This reserve was established to provide funds for planned and unforeseen improvements and repairs to the Town's wastewater collection system.

The Town maintains a system of pipes and other improvements through which wastewater is collected from customers and transmitted to the wastewater treatment plant. This system includes improvements such as sewer mains, manholes, and pump stations.

The Town of Berryville Utility Rate Study completed in 2019 identified expenses related to the replacement/upgrade of portions of the collection system.

Reserve	$2,000,000
Reserve goal	$2,500,000

25% in VIP SNLP
75% in VIP Fixed Term Portfolios (12 month)

Membrane Replacement Reserve
This reserve was established to provide funds for planned and unforeseen projects related to the wastewater treatment plant's membranes.

The Town's wastewater treatment plant utilizes ultrafiltration membranes as a part of the treatment process. These membranes have an expected useful life of eight to twelve years. The membranes were last replaced in 2023. These funds may be made available to address the cost of membrane maintenance and replacement.

Reserve	$1,500,000
Reserve goal	$1,500,000

100% in VIP Fixed Term Portfolios (12 month)

Total Sewer Fund Reserves = $7,036,703.29**

Local Banks	$ 117,189.64
CD's	$ 117,189.65
VIP SNLP	$1,600,774.67
VIP Fixed Term	$5,201,549.33
Total	$7,036,703.29

**This amount does not include the $470,000 reserve required by the wastewater treatment plant loan terms. These funds must be reserved separately and will be used for the last payment on the loan. That payment will be made on February 1, 2037.