



Berryville Town Council

MEETING AGENDA

Berryville-Clarke County Government Center  
101 Chalmers Court, Second Floor  
Main Meeting Room  
Work Session

March 2, 2026

3:30 PM

Item

Page

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1. **Call to Order**
2. **Approval of Agenda**
3. **Unfinished Business**
4. **New Business**
  - VCA Creative Communities Partnership Grants
  - Review of Town Manager's Proposed Draft Budget FY27
5. **Other**
6. **Closed Session**
7. **Adjourn**

## BUDGET CALENDAR FY 2026-2027

ACTIVITY	RESPONSIBILITY	DATE
Solicit Department CIP Requests	Department Heads	November 17, 2025
Council Budget Priorities Due	Town Council	December 1, 2025
Department CIP Requests Due	Town Treasurer	December 17, 2025
Solicit Dep Budget Requests	Town Treasurer	January 9, 2026
Departmental Budget Requests Due	Department Heads	February 2, 2026
Prepare Initial Revenue Estimates for Upcoming FY	Town Treasurer	January 9, 2026 February 2, 2026
Prepare Non-departmental Budget Requests	Town Treasurer	January 9, 2026 February 2, 2026
Review Department & CIP Budget Requests	Town Manager Town Treasurer	February 6, 2026 February 13, 2026
Review/Revise Budget Estimates with Dept Heads	Town Manager	February 6, 2026 February 13, 2026
Draft Budget submitted to TC for Review	Town Treasurer	February 17, 2026
TC Comments Due	Town Council	February 23, 2026
Budget Committee Work Session	B & F Committee Town Staff	February 23, 2026 A/B Meeting Room 3:00 p.m.
TC Packet submitted for work session	Town Treasurer	February 25, 2026
Council Budget Work session	Town Council Town Staff	March 2, 2026 Main Mtg Room 3:30 p.m.
PH Ad to Newspaper	Town Treasurer	March 17, 2026
Tax & Water and Sewer Fee Schedule PH Notice Published	Town Staff	March 31, 2026
Public Hearing Tax Rates & Water and Sewer Fee Schedule	Town Council	April 14, 2026
Council Meeting Set 2026 Tax Rates & Water and Fee Schedule	Town Council	April 14, 2026
Proof Budget	Town Treasurer	April 15, 2026 April 24, 2026
PH Ad to Newspaper	Town Treasurer	April 21, 2026
Budget PH Notice Published	Town Staff	April 28 & May 5, 2026
Public Hearing FY 2026-2027 Budget	Town Council	May 12, 2026
Adopt Budget & Appropriate Funds	Town Council	June 9, 2026
Print & Distribute Approved Budget	Town Treasurer	June 12, 2026 June 30, 2026

# FY 2026-2027 DRAFT BUDGET PREPARATION HIGHLIGHTS

## REVENUES

### GENERAL FUND

- No change in Real Estate tax rate \$0.139
- No change in Personal Property tax rate \$1.25.
- No change in PPTRA 49%.
- No change in Machinery & Tools tax rate \$1.30.
- No change in Vehicle License Fees \$25.00.
- No change in Business & Professional License rates.
- Water Tank Site Lease adjustments per agreements.
- No change in Lodging Tax 2%, Meals Tax 4% or Cigarette Tax \$0.10.

### WATER FUND

- Revenues reflect no proposed increase in Admin/Facility fees
- Revenues reflect an increase in User Fees from \$10.30 to \$11.62 per 1,000 gallons.
- Five residential Availability Fees are projected.

### SEWER FUND

- Revenues reflect no proposed increase in Admin/Facility fees
- Revenues reflect an increase in User fees from \$17.78 to \$18.31 per 1,000 gallons.
- Five residential Availability Fees projected.

## OPERATING EXPENSES

### ALL FUNDS

- 6% increase and directed market adjustments in payroll.
- Police Dept CDP, promotions, and an additional patrol officer payroll increases included.
- 13% increase in Health Insurance costs.
- Employer contribution to VRS did decrease from 11.47% to 9.15%.
- TOTAL OPERATIONAL BUDGET increase of 1.5%.

### GENERAL FUND

- Increase in Maintenance & Operational Expenses of 4.21%.
- Public Works department is fully staffed.
- Contingency is 3% of the Operating Budget.
- General Fund total increase of 1.01 %.

### WATER FUND

- Decrease in Maintenance & Operational Expenses of 2.65%.
- There is currently no Debt Service in the Water Fund.
- Chief Operator position is budgeted.
- Contingency is 3 % of the Operating Budget.
- Water Fund total increase of 36.7%.

### SEWER FUND

- Decrease in Maintenance & Operational Expenses of 3.07%.
- Debt service reflects payments to VRA.
- Chief Operator position is budgeted.
- Contingency is 3% of the Operating Budget.
- Sewer Fund total decrease of 8.2%.

**FY 26-27 BUDGET REVENUES**

Account Number	Account Description	FY25-26 APPROVED 2025-2026	FY26-27 DRAFT 2026-2027
<b>GENERAL FUND</b>			
<b>FUND BALANCE</b>			
100-3000000-0000	FUND BALANCE FORWARD	\$ 535,000.00	\$ 608,750.00
	<b>TOTAL FUND BALANCE</b>	\$ 535,000.00	\$ 608,750.00
<b>REVENUE FROM LOCAL SOURCES</b>			
100-3110101-0000	CURRENT REAL ESTATE TAXES	\$ 1,365,000.00	\$ 1,390,000.00
100-3110102-0000	DEL REAL ESTATE TAXES	\$ -	\$ -
100-3110201-0000	UTILITY REAL ESTATE TAXES	\$ 11,500.00	\$ 11,500.00
100-3110301-0000	CURRENT PERS PROP TAXES	\$ 650,000.00	\$ 660,000.00
100-3110302-0000	DEL PERS PROP TAXES	\$ -	\$ -
100-3110303-0000	REFUSE COLLECTION(EXTRA TOTERS)	\$ 14,000.00	\$ 15,000.00
100-3110401-0000	MACHINERY & TOOLS	\$ 240,000.00	\$ 325,000.00
100-3110601-0000	TAX PENALTIES	\$ 8,000.00	\$ 8,000.00
100-3110602-0000	TAX INTEREST	\$ 4,000.00	\$ 4,000.00
	<b>TOTAL REV FROM LOCAL SOURCES</b>	\$ 2,292,500.00	\$ 2,413,500.00
<b>OTHER LOCAL TAXES</b>			
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	\$ 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 TAXES	\$ 225,000.00	\$ 250,000.00
100-3120801-0000	CIGARETTE TAX (10¢)	\$ 14,000.00	\$ 10,000.00
100-3121001-0000	LODGING TAX (2%)	\$ 12,000.00	\$ 13,000.00
100-3121101-0000	MEALS TAX (4%)	\$ 440,000.00	\$ 475,000.00
	<b>TOTAL OTHER LOCAL TAXES</b>	\$ 1,619,000.00	\$ 1,656,000.00
<b>PERMITS, FEES &amp; LICENSES</b>			
100-3130304-0000	LAND USE APPLICATION FEES	\$ 1,000.00	\$ 1,000.00
100-3130307-0000	ZONING & SUBDIVISION FEES	\$ 12,000.00	\$ 12,000.00
	<b>TOTAL PERMITS, FEES &amp; LICENSES</b>	\$ 13,000.00	\$ 13,000.00
<b>FINES &amp; FORFEITURES</b>			
100-3140101-0000	COURT FINES	\$ 14,000.00	\$ 15,000.00
100-3140102-0000	PARKING METER FINES	\$ 1,000.00	\$ 2,000.00
100-3140103-0000	ESUMMONS	\$ 500.00	\$ 500.00
	<b>TOTAL FINES &amp; FORFEITURES</b>	\$ 15,500.00	\$ 17,500.00
<b>REVENUE FROM MONEY OR PROP</b>			
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	\$	40,000.00
100-3150206-0000	CHARGE CARD REBATE	\$	20,000.00	\$	18,000.00
	<b>TOTAL FROM MONEY OR PROP</b>	\$	294,000.00	\$	222,500.00
	<b>CHARGES FOR SERVICES</b>				
100-3160703-0000	PARKING METERS	\$	11,000.00	\$	10,000.00
100-3161502-0000	SALE OF PUBLICATIONS	\$	-	\$	-
	<b>TOTAL CHARGES FOR SERVICES</b>	\$	11,000.00	\$	10,000.00
	<b>MISCELLANEOUS REVENUES</b>				
100-3189905-0000	SALE OF SURPLUS	\$	5,000.00	\$	5,000.00
	<b>TOTAL MISC REVENUES</b>	\$	5,000.00	\$	5,000.00
	<b>TOTAL LOCAL REVENUES</b>	\$	4,785,000.00	\$	4,946,250.00

#### REVENUE FROM THE COMMONWEALTH

	<b>NON-CATEGORICAL AID</b>				
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
	<b>TOTAL NON-CATEGORICAL AID</b>	\$	273,917.00	\$	277,017.00
	<b>CATEGORICAL AID</b>				
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	DMV ANIMAL FRIENDLY PLATES	\$	-	\$	-
	<b>TOTAL CATEGORICAL AID</b>	\$	908,250.00	\$	934,600.00
	<b>TOTAL FROM THE COMMONWEALTH</b>	\$	1,182,167.00	\$	1,211,617.00

#### REVENUE FROM THE FEDERAL GOVERNMENT

	<b>CATEGORICAL AID</b>				
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	\$ -	\$ -
<b>TOTAL FROM FEDERAL GOVERNMENT</b>		\$ -	\$ -
<b>REVENUE FROM OTHER SOURCES</b>			
<b>NON-REVENUE RECEIPTS</b>			
100-3410201-0000	MISCELLANEOUS REVENUES	\$ 1,000.00	\$ 1,000.00
	TOTAL FROM OTHER SOURCES	\$ 1,000.00	\$ 1,000.00
<b>TOTAL FROM OTHER SOURCES</b>		\$ 1,000.00	\$ 1,000.00
<b>TOTAL GENERAL FUND REVENUES</b>		\$ 5,968,167.00	\$ 6,158,867.00
<b>WATER FUND</b>			
<b>FUND BALANCE</b>			
501-3000000-0000	FUND BALANCE	\$ -	\$ 341,942.00
	TOTAL FUND BALANCE	\$ -	\$ 341,942.00
<b>REVENUE FROM MONEY OR PROP</b>			
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
<b>CHARGES FOR SERVICES</b>			
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
<b>TOTAL WATER FUND</b>		\$ 7,005,250.00	\$ 9,577,317.00
<b>SEWER FUND</b>			
<b>FUND BALANCE</b>			
502-3000000-0000	FUND BALANCE	\$ 390,000.00	\$ 130,213.00
	TOTAL FUND BALANCE	\$ 390,000.00	\$ 130,213.00
<b>REVENUE FROM MONEY OR PROP</b>			

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
	<b>TOTAL REVENUE FROM MONEY OR PROP</b>	\$	110,000.00	\$	150,000.00
	<b>CHARGES FOR SERVICES</b>				
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
	<b>TOTAL CHARGES FOR SERVICES</b>	\$	2,329,680.00	\$	2,317,295.00
<b>REVENUE FROM OTHER SOURCES</b>					
	<b>NON-REVENUE RECEIPTS</b>				
502-3410401-0000	VRA LOAN	\$	-	\$	-
502-3410402-0000	WQIF Grant	\$	-	\$	-
502-3410404-0000	NUTRIENT CREDIT REBATE	\$	500.00	\$	500.00
	<b>TOTAL NON-REVENUE RECEIPTS</b>	\$	500.00	\$	500.00
	<b>TOTAL FROM OTHER SOURCES</b>	\$	500.00	\$	500.00
	<b>TOTAL SEWER FUND</b>	\$	2,830,180.00	\$	2,598,008.00
	<b>TOTAL REVENUES ALL FUNDS</b>	\$	15,803,597.00	\$	18,334,192.00

**FY 26-27 BUDGET EXPENSES**

Account Number	Account Description		FY25-26 APPROVED 2025-2026		FY26-27 DRAFT 2026-2027
<b>GENERAL FUND</b>					
<b>TOWN COUNCIL</b>					
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	\$	-	\$	-
	<b>TOTAL TOWN COUNCIL</b>	\$	<b>31,850.00</b>	\$	<b>32,650.00</b>
	<b>TOWN CLERK</b>				
100-4011200-1114	SALARIES/WAGES/TNCLK	\$	50,000.00	\$	55,000.00
100-4011200-2100	MATCHING FICA EXPENSE (7.65 %)	\$	3,950.00	\$	4,200.00
100-4011200-5510	MILEAGE	\$	250.00	\$	250.00
100-4011200-5540	EDUCATION/TRAINING	\$	1,000.00	\$	1,000.00
100-4011200-5810	DUES	\$	100.00	\$	100.00
	<b>TOTAL TOWN CLERK</b>	\$	<b>55,300.00</b>	\$	<b>60,550.00</b>
	<b>OFFICE OF TOWN MANAGER/DEP TM</b>				
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
	<b>TOTAL TOWN MANAGER</b>	\$	<b>274,200.00</b>	\$	<b>292,700.00</b>
	<b>PROFESSIONAL SERVICES</b>				
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
	<b>TOTAL PROFESSIONAL SERVICES</b>	\$	<b>78,000.00</b>	\$	<b>80,000.00</b>
	<b>PERSONNEL</b>				
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
	<b>TOTAL PERSONNEL</b>	\$ 579,025.00	\$ 597,425.00
	<b>INDEPENDENT AUDITOR</b>		
100-4012240-3120	CONTRACTUAL SERVICES	\$ 21,250.00	\$ 21,500.00
	<b>TOTAL INDEPENDENT AUDITOR</b>	\$ 21,250.00	\$ 21,500.00
	<b>TOWN TREASURER</b>		
100-4012410-1113	COMPENSATION	\$ 94,500.00	\$ 102,500.00
100-4012410-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 7,400.00	\$ 7,900.00
100-4012410-3130	PROFESSIONAL SER/TAX CONV	\$ 2,500.00	\$ 2,500.00
100-4012410-3150	PROFESSIONAL SER/VEC	\$ -	\$ -
100-4012410-5306	SURETY BONDS	\$ 500.00	\$ 500.00
100-4012410-5540	TRAINING	\$ 1,000.00	\$ 500.00
100-4012410-5810	DUES	\$ 1,100.00	\$ 500.00
	<b>TOTAL TOWN TREASURER</b>	\$ 107,000.00	\$ 114,400.00
	<b>FINANCE/ACCOUNTING</b>		
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
	<b>TOTAL FINANCE/ACCOUNTING</b>	\$ 145,000.00	\$ 149,000.00
	<b>CENTRAL ADM/PURCHASING</b>		
100-4012530-3320	MAINTENANCE CONTRACTS	\$ 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	NEWSLETTER	\$ 1,000.00	\$ 1,000.00
100-4012530-3600	ADVERTISING	\$ 9,000.00	\$ 9,000.00
100-4012530-5210	POSTAGE	\$ 17,000.00	\$ 17,000.00
100-4012530-5230	TELECOMMUNICATIONS	\$ 7,000.00	\$ 7,000.00
100-4012530-5250	SOCIAL MEDIA ARCHIVING	\$ 3,300.00	\$ 3,300.00
100-4012530-5540	TRAINING	\$ 1,500.00	\$ 1,500.00
100-4012530-5810	DUES	\$ 500.00	\$ 500.00
100-4012530-6001	OFFICE SUPPLIES	\$ 17,000.00	\$ 17,000.00
	<b>TOTAL CENTRAL ADM/PURCHASING</b>	\$ 137,300.00	\$ 142,300.00
	<b>RISK MANAGEMENT</b>		
100-4012550-5304	BLANKET EXCESS 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	\$ -	\$ -
	<b>TOTAL RISK MANAGEMENT</b>	\$ 79,500.00	\$ 81,000.00
	<b>ELECTIONS</b>		
100-4013100-1125	ELECTION OFFICIALS	\$ 7,500.00	\$ 7,500.00
100-4013100-6001	OFFICE SUPPLIES	\$ -	\$ -
	<b>TOTAL ELECTIONS</b>	\$ 7,500.00	\$ 7,500.00
	<b>PUBLIC DEFENDER FEES</b>		

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
	<b>TOTAL PUBLIC DEFENDER FEES</b>	\$ 2,000.00	\$ 2,000.00
	<b>POLICE DEPARTMENT</b>		
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	\$ 400.00	\$ 400.00
100-4031100-3310	VEHICLE REPAIR & MAINTENANCE	\$ 16,000.00	\$ 18,000.00
100-4031100-3320	MAINTENANCE CONTRACTS	\$ 43,000.00	\$ 50,000.00
100-4031100-4081	RICH RAU SAFETY EQUIP & EDUCATION	\$ 5,000.00	\$ 5,000.00
100-4031100-4082	WILDLIFE MANAGEMENT	\$ 250.00	\$ 250.00
100-4031100-5210	POSTAGE	\$ 500.00	\$ 500.00
100-4031100-5230	TELECOMMUNICATIONS	\$ 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
	<b>TOTAL POLICE DEPARTMENT</b>	\$ 1,146,000.00	\$ 1,233,900.00
	<b>TRAFFIC CONTROL</b>		
100-4031300-5699	COUNTY CONT/CROSSING GD	\$ 2,500.00	\$ 2,500.00
	<b>TOTAL TRAFFIC CONTROL</b>	\$ 2,500.00	\$ 2,500.00
	<b>EMERGENCY SERVICES</b>		
100-4031400-5699	CONTRIBUTION/CC CENT ALRM	\$ 5,000.00	\$ 5,000.00
	<b>TOTAL EMERGENCY SERVICES</b>	\$ 5,000.00	\$ 5,000.00
	<b>VOLUNTEER FIRE DEPARTMENT</b>		
100-4032200-5699	CONTRIBUTION/JHEVFD	\$ 30,000.00	\$ 30,000.00
100-4032200-5707	FIRE FUND PROGRAM	\$ 23,000.00	\$ 20,000.00
100-4032200-8411	ENDERS CAPITAL PROJECT	\$ 10,000.00	\$ 10,000.00
	<b>TOTAL VOLUNTEER FIRE DEPT</b>	\$ 63,000.00	\$ 60,000.00
	<b>PUBLIC WORKS ADMINISTRATION</b>		
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
	<b>TOTAL PUBLI WKS ADMINISTRATION</b>	\$ 112,500.00	\$ 70,000.00
	<b>HWYS, STS BRIDGES &amp; SDWLKS</b>		
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	\$ 8,000.00	\$ 10,000.00
100-4041200-6008	GASOLINE & OIL	\$ 24,000.00	\$ 26,000.00
100-4041200-6011	UNIFORMS	\$ 6,000.00	\$ 8,000.00
	<b>TOTAL HWYS, STS BRIDGES &amp; SWLKS</b>	\$ 317,500.00	\$ 352,200.00
	<b>VDOT REIMBURSEMENT</b>		
100-4041250-3140	VDOT SECONDARY STREETS	\$ 725,000.00	\$ 750,000.00
	<b>TOTAL VDOT REIMBURSEMENT</b>	\$ 725,000.00	\$ 750,000.00
	<b>STREET LIGHTS</b>		
100-4041320-5110	ELECTRICITY	\$ 90,000.00	\$ 90,000.00
	<b>TOTAL STREET LIGHTS</b>	\$ 90,000.00	\$ 90,000.00
	<b>SNOW REMOVAL - DOWNTOWN</b>		
100-4041330-3220	CONTRACTUAL SERVICES	\$ 20,000.00	\$ 20,000.00
100-4041330-6007	MATERIALS & SUPPLIES	\$ 2,000.00	\$ 2,000.00
	<b>TOTAL SNOW REMOVAL-DOWNTOWN</b>	\$ 22,000.00	\$ 22,000.00
	<b>PARKING METERS &amp; LOTS</b>		
100-4041340-6007	MATERIALS & SUPPLIES	\$ 3,000.00	\$ 3,000.00
	<b>TOTAL PARKING METERS &amp; LOTS</b>	\$ 3,000.00	\$ 3,000.00
	<b>REFUSE COLLECTION</b>		
100-4042300-3220	CONTRACTUAL SERVICES	\$ 265,000.00	\$ 285,000.00
100-4042300-6225	RECYCLING SERVICES	\$ 125,000.00	\$ 125,000.00
	<b>TOTAL REFUSE COLLECTION</b>	\$ 390,000.00	\$ 410,000.00
	<b>REFUSE DISPOSAL</b>		
100-4042400-3800	FCO LANDFILL CHARGES	\$ 45,000.00	\$ 50,000.00
	<b>TOTAL REFUSE DISPOSAL</b>	\$ 45,000.00	\$ 50,000.00
	<b>GENERAL PROPERTIES</b>		
100-4043200-3310	IMPROVEMENT,REPAIR,MAINTENANCE	\$ 50,000.00	\$ 40,000.00
100-4043200-3325	HERMITAGE SWPOND MAINT	\$ 4,500.00	\$ 7,000.00

Account Number	Account Description		FY25-26 APPROVED 2025-2026		FY26-27 DRAFT 2026-2027
100-4043200-6007	MATERIALS & SUPPLIES	\$	500.00	\$	600.00
100-4043200-6017	CHRISTMAS WREATHS	\$	500.00	\$	500.00
	<b>TOTAL GENERAL PROPERTIES</b>	\$	55,500.00	\$	48,100.00
	<b>BUILDING SERVICES</b>				
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	\$	4,700.00	\$	5,500.00
100-4064200-5130	WATER/SEWER	\$	1,100.00	\$	900.00
100-4064200-5230	TELECOMMUNICATIONS	\$	1,100.00	\$	1,200.00
100-4064200-5304	LIABILITY INSURANCE	\$	1,500.00	\$	1,500.00
100-4064200-7113	IN KIND COSTS	\$	7,000.00	\$	7,000.00
100-4064200-7115	SHARED MAINTENANCE	\$	25,000.00	\$	31,000.00
100-4064200-8411	CAPITAL ASSET RESERVES	\$	10,000.00	\$	10,000.00
	<b>TOTAL BUILDING SERVICES</b>	\$	90,400.00	\$	102,100.00
	<b>PARKS &amp; RECREATION</b>				
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
	<b>TOTAL PARKS &amp; RECREATION</b>	\$	9,500.00	\$	12,300.00
	<b>PLANNING</b>				
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	\$	-	\$	-
	<b>TOTAL PLANNING</b>	\$	102,350.00	\$	107,350.00
	<b>BOARD OF ZONING APPEALS</b>				
100-4081400-1110	EXPENSE COMPENSATION	\$	500.00	\$	500.00
100-4081400-5540	TRAINING	\$	750.00	\$	750.00
	<b>TOTAL BOARD OF ZONING APPEALS</b>	\$	1,250.00	\$	1,250.00
	<b>ECONOMIC DEVELOPMENT</b>				
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	\$	-	\$	-
	<b>TOTAL ECONOMIC DEVELOPMENT</b>	\$	28,000.00	\$	28,000.00

Account Number	Account Description		FY25-26 APPROVED 2025-2026		FY26-27 DRAFT 2026-2027
<b>PLANNING COMMISSION</b>					
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	\$	-	\$	-
	<b>TOTAL PLANNING COMMISSION</b>	\$	7,000.00	\$	5,000.00
<b>B'VILLE AREA DEV AUTHORITY</b>					
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	\$	-	\$	-
	<b>TOTAL B'VILLE AREA DEV AUTHORITY</b>	\$	3,500.00	\$	2,500.00
<b>ARCHITECTURAL REVIEW BOARD</b>					
100-4081800-5540	TRAINING	\$	500.00	\$	500.00
	<b>TOTAL ARCHITECTURAL REVIEW BD</b>	\$	500.00	\$	500.00
<b>TREE BOARD</b>					
100-4081900-5800	MISCELLANEOUS	\$	-	\$	-
	<b>TOTAL TREE BOARD</b>	\$	-	\$	-
<b>CAPITAL OUTLAY</b>					
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 SIGNS RESERVE	\$	50,000.00	\$	-
100-4094200-8916	RADAR FEEDBACK 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	\$	-
100-4094200-9010	BCCGC IMPROVEMENTS	\$	60,000.00	\$	45,000.00
	<b>TOTAL CAPITAL OUTLAY</b>	\$	967,143.25	\$	952,564.25
<b>CONTINGENCY</b>					
100-4094300-5800	CONTINGENCY (3.00%)	\$	142,122.75	\$	148,101.75
	<b>TOTAL CONTINGENCY</b>	\$	142,122.75	\$	148,101.75
<b>DEBT SERVICE</b>					
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	\$	-	\$	-
	<b>TOTAL DEBT SERVICE</b>	\$	121,476.00	\$	121,476.00
	<b>TOTAL GENERAL FUND OPERATIONAL</b>	\$	4,737,425.00	\$	4,936,725.00
	<b>TOTAL GENERAL FUND CONTINGENCY</b>	\$	142,122.75	\$	148,101.75
	<b>TOTAL GENERAL FUND CAP OUTLAY</b>	\$	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
<b>TOTAL GENERAL FUND EXPENSES</b>		<b>\$ 5,968,167.00</b>	<b>\$ 6,158,867.00</b>

### WATER FUND

PERSONNEL			
501-4012220-1140	COMPENSATION	\$ 61,000.00	\$ 48,000.00
501-4012220-2100	MATCHING FICA EXPENSE (7.65 %)	\$ 4,700.00	\$ 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
	<b>TOTAL PERSONNEL</b>	<b>\$ 240,135.00</b>	<b>\$ 219,081.00</b>
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	CERTIFICATION 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	CLEAN RIVER INTAKE	\$ 4,000.00	\$ 4,000.00
501-4012222-3310	REPAIR & MAINTENANCE	\$ 125,000.00	\$ 125,000.00
501-4012222-5110	ELECTRICITY	\$ 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

Account Number	Account Description		FY25-26 APPROVED 2025-2026		FY26-27 DRAFT 2026-2027
501-4012222-6025	CHEMICALS	\$	65,000.00	\$	65,000.00
	<b>TOTAL TREATMENT</b>	\$	659,075.00	\$	633,525.00
	<b>DISTRIBUTION &amp; MAINTENANCE</b>				
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	\$	700.00	\$	750.00
501-4012224-6030	NEW SERVICE SUPPLIES	\$	1,000.00	\$	1,000.00
501-4012224-9008	STORAGE TANK MAINT CONTRACT	\$	25,000.00	\$	12,000.00
	<b>TOTAL DISTRIBUTION &amp; MAINT</b>	\$	349,300.00	\$	362,750.00
	<b>CAPITAL OUTLAY</b>				
501-4094200-8105	1/2 TON PICK UP TRUCK	\$	-	\$	22,000.00
501-4094200-8144	WATER TREATMENT PLANT UPGRADES	\$	5,000,000.00	\$	7,150,000.00
501-4094200-8211	CAPITAL RESERVES	\$	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	\$	50,000.00	\$	-
501-4094200-9009	HYDRAULIC THUMB(PW)	\$	4,000.00	\$	-
501-4094200-9010	SCADA	\$	-	\$	50,000.00
	<b>TOTAL CAPITAL OUTLAY</b>	\$	5,719,284.70	\$	8,325,500.32
	<b>CONTINGENCY</b>				
501-4094300-5800	CONTINGENCY (3.00%)	\$	37,455.30	\$	36,460.68
	<b>TOTAL CONTINGENCY</b>	\$	37,455.30	\$	36,460.68
	<b>TOTAL WATER FUND OPERATIONAL</b>	\$	1,248,510.00	\$	1,215,356.00
	<b>TOTAL WATER FUND CONTINGENCY</b>	\$	37,455.30	\$	36,460.68
	<b>TOTAL WATER FUND CAP OUTLAY</b>	\$	5,719,284.70	\$	8,325,500.32
	<b>TOTAL WATER FUND EXPENSES</b>	\$	7,005,250.00	\$	9,577,317.00

### 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
	<b>TOTAL PERSONNEL</b>	\$ 197,665.00	\$ 204,966.00
	<b>TREATMENT</b>		
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
	<b>TOTAL TREATMENT</b>	\$ 1,262,365.00	\$ 1,192,575.00
	<b>DISTRIBUTION &amp; MAINTENANCE</b>		
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	\$ -	\$ -

Account Number	Account Description	FY25-26 APPROVED 2025-2026	FY26-27 DRAFT 2026-2027
	<b>TOTAL DISTRIBUTION &amp; MAINT</b>	\$ 155,150.00	\$ 168,000.00
	<b>CAPITAL OUTLAY</b>		
502-4094200-8105	1/2 TON PICK UP TRUCK	\$ -	\$ 22,000.00
502-4094200-8109	SANITARY/STORM SEWER UPGRADE	\$ 5,000.00	\$ -
502-4094200-8134	SEWER COLLECTION SYSTEM IMPROVEMENTS	\$ -	\$ 130,000.00
502-4094200-8225	COMPUTER REPLACEMENT/UPGRADE	\$ 10,000.00	\$ 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
	<b>TOTAL CAPITAL OUTLAY</b>	\$ 699,544.60	\$ 515,500.77
	<b>CONTINGENCY</b>		
502-4094300-5800	CONTINGENCY (3.00%)	\$ 45,455.40	\$ 46,966.23
	<b>TOTAL CONTINGENCY</b>	\$ 45,455.40	\$ 46,966.23
	<b>DEBT SERVICE</b>		
502-4095000-9118	VRA PRINCIPAL	\$ 470,000.00	\$ 470,000.00
	<b>TOTAL DEBT SERVICE</b>	\$ 470,000.00	\$ 470,000.00
	<b>TOTAL SEWER FUND OPERATIONAL</b>	\$ 1,615,180.00	\$ 1,565,541.00
	<b>TOTAL SEWER FUND CONTINGENCY</b>	\$ 45,455.40	\$ 46,966.23
	<b>TOTAL SEWER FUND CAP OUTLAY</b>	\$ 699,544.60	\$ 515,500.77
	<b>TOTAL SEWER FUND DEBT SERVICE</b>	\$ 470,000.00	\$ 470,000.00
	<b>TOTAL SEWER FUND EXPENSES</b>	\$ 2,830,180.00	\$ 2,598,008.00
	<b>TOTAL EXPENSES ALL FUNDS</b>	\$ 15,803,597.00	\$ 18,334,192.00

## OVERVIEW OF REVENUES

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	\$ Change	% Change
	Actual	Actual	Actual	Actual	Budgeted	Proposed		
<b>General Fund Revenues</b>								
General Property Taxes	1,832,895	1,757,200	1,974,775	2,080,224	2,292,500	2,413,500	121,000	5.28%
Other Local Taxes	1,352,387	1,241,500	1,330,000	1,902,196	1,619,000	1,656,000	37,000	2.29%
Permits and Licenses	53,400	11,000	11,000	26,588	13,000	13,000	-	0.00%
Fines and Forfeitures	13,313	16,000	15,000	22,367	15,500	17,500	2,000	12.90%
Use of Money and Property	171,134	197,500	210,500	307,650	294,000	222,500	(71,500)	-24.32%
Charges for Services	11,899	10,000	8,000	46,973	11,000	10,000	(1,000)	-9.09%
Miscellaneous	150,702	6,000	5,000	11,646	6,000	6,000	-	0.00%
State Revenues	1,241,402	3,212,815	950,172	1,219,846	1,182,167	1,211,617	29,450	2.49%
Federal revenues	4,102	-	-	-	-	-	-	-
Other Funding Sources (Fund Balance)	-	40,000	40,000	-	535,000	608,750	73,750	13.79%
<b>Total General Fund Revenues</b>	<b>4,831,234</b>	<b>6,492,015</b>	<b>4,544,447</b>	<b>5,617,490</b>	<b>5,968,167</b>	<b>6,158,867</b>	<b>190,700</b>	<b>3.20%</b>
<b>Public Utilities Funds Revenues</b>								
Use of Money and Property	45,470	39,217	65,000	274,834	260,000	310,000	50,000	19.23%
Charges for Services	5,114,501	5,808,963	4,341,500	3,400,424	9,185,430	11,393,170	2,207,740	24.04%
Capital Grants & Contributions							-	0.00%
Other Funding Sources (Fund Balance)	-	0:00	200,000	-	390,000	472,155	82,155	21.07%
<b>Total Public Utility Funds Revenues</b>	<b>5,159,971</b>	<b>5,848,180</b>	<b>4,606,500</b>	<b>3,675,258</b>	<b>9,835,430</b>	<b>12,175,325</b>	<b>2,339,895</b>	<b>23.79%</b>
<b>Total Revenues</b>	<b>9,991,205</b>	<b>12,340,195</b>	<b>9,150,947</b>	<b>9,292,748</b>	<b>15,803,597</b>	<b>18,334,192</b>	<b>2,530,595</b>	<b>16.01%</b>

## OVERVIEW OF EXPENDITURES

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	\$ Change	% Change
	Actual	Actual	Actual	Actual	Budget	Proposed		
<b>General Fund Expenditures</b>								
General Government Administration	1,260,548	3,369,343	1,208,080	1,499,336	1,515,925	1,579,025	63,100	4.16%
Public Safety	820,687	963,640	949,750	1,018,801	1,218,500	1,303,400	84,900	6.97%
Public Works	1,217,545	1,391,400	1,508,100	1,424,054	1,850,900	1,897,400	46,500	2.51%
Parks and Recreation	10,850	11,500	19,500	6,976	9,500	12,300	2,800	29.47%
Planning and Community Development	151,234	144,320	147,200	195,710	142,600	144,600	2,000	1.40%
Capital Outlay	40,425	313,906	435,238	225,832	967,143	952,564	(14,579)	-1.51%
Contingency	12,683	176,406	114,979	161	142,123	148,102	5,979	4.21%
Debt Service	121,476	121,500	121,600	121,476	121,476	121,476	-	0.00%
<b>Total General Fund Expenditures</b>	<b>3,635,447</b>	<b>6,492,015</b>	<b>4,504,447</b>	<b>4,492,346</b>	<b>5,968,167</b>	<b>6,158,867</b>	<b>190,700</b>	<b>3.20%</b>
<b>Public Utilities Funds Expenditures</b>								
General Administration	227,741	275,750	324,900	177,767	205,740	181,107	(24,633)	-11.97%
Supply Purification	422,651	484,050	589,500	497,577	659,075	633,525	(25,550)	-3.88%
Transmission and Distribution	341,338	416,025	314,400	312,516	349,300	362,750	13,450	3.85%
Wastewater Treatment	534,928	785,800	916,500	1,002,320	1,262,365	1,192,575	(69,790)	-5.53%
Maintenance of Sewer Lines	167,600	115,400	126,000	120,625	155,150	168,000	12,850	8.28%
Fringe Benefits	270,245	341,806	366,035	248,662	232,060	246,940	14,880	6.41%
Capital Outlay	273,027	1,645,104	2,928,295	471,849	6,418,829	8,841,001	2,422,172	37.74%
Depreciation	856,425	-	-	-	-	-	-	0.00%
Contingency	23,630	72,565	79,120	-	82,911	79,427	(3,484)	-4.20%
Debt Service	470,000	470,000	470,000	470,000	470,000	470,000	-	0.00%
<b>Total Public Utility Funds Expenditures</b>	<b>3,587,585</b>	<b>4,606,500</b>	<b>6,114,750</b>	<b>3,301,316</b>	<b>9,835,430</b>	<b>12,175,325</b>	<b>2,339,895</b>	<b>23.79%</b>
<b>Total Expenditures</b>	<b>7,223,032</b>	<b>11,098,515</b>	<b>10,619,197</b>	<b>7,793,662</b>	<b>15,803,597</b>	<b>18,334,192</b>	<b>2,530,595</b>	<b>16.01%</b>

Tax Year	Real Estate	Personal Property	Machinery & Tools
2026	\$ 0.139	\$ 1.25	\$ 1.30
2025	\$ 0.139 ↓	\$ 1.25	\$ 1.30
* 2024	\$ 0.200	\$ 1.25	\$ 1.30
2023	\$ 0.200	\$ 1.25	\$ 1.30
2022	\$ 0.200	\$ 1.25	\$ 1.30
2021	\$ 0.200 ↑	\$ 1.25	\$ 1.300
2020	\$ 0.177 ↓	\$ 1.25	\$ 1.300
2019	\$ 0.200 ↑	\$ 1.25	\$ 1.300
2018	\$ 0.190	\$ 1.25	\$ 1.300
2017	\$ 0.190	\$ 1.25	\$ 1.300
* 2016	\$ 0.190 ↑	\$ 1.25	\$ 1.300
2015	\$ 0.186 ↑	\$ 1.25	\$ 1.300
2014	\$ 0.136 ↑	\$ 1.05	\$ 1.300
2013	\$ 0.116	\$ 1.00	\$ 1.182
2012	\$ 0.116	\$ 1.00	\$ 1.168
2011	\$ 0.116	\$ 1.00	\$ 1.00
* 2010	\$ 0.116 ↑	\$ 1.00	\$ 1.00
2009	\$ 0.0989	\$ 1.00	\$ 1.00
2008	\$ 0.0989	\$ 1.00	\$ 1.00
2007	\$ 0.0989	\$ 1.00	\$ 1.00
* 2006	\$ 0.0989 ↓	\$ 1.00	\$ 1.00
2005	\$ 0.20	\$ 1.00	\$ 0.91
2004	\$ 0.20	\$ 1.00	\$ 0.85
2003	\$ 0.20	\$ 1.00	\$ 0.88
* 2002	\$ 0.20 ↓	\$ 1.00	\$ 0.90
2001	\$ 0.23	\$ 1.00	\$ 0.90
2000	\$ 0.23	\$ 1.00	\$ 0.90
1999	\$ 0.23	\$ 1.00	\$ 0.90
* 1998	\$ 0.23 ↓	\$ 1.00	\$ 0.93
1997	\$ 0.24	\$ 1.00	\$ 0.93
1996	\$ 0.24	\$ 1.00	\$ 0.93
1995	\$ 0.24	\$ 1.00	\$ 0.93
* 1994	\$ 0.24	\$ 1.00	\$ 1.00
1993	\$ 0.24	\$ 1.00	\$ 1.00
1992	\$ 0.24	\$ 1.00	\$ 1.00
1991	\$ 0.24	\$ 1.00	\$ 1.00
* 1990	\$ 0.24 ↓	\$ 1.00	\$ 1.00
1989	\$ 0.37	\$ 1.00	\$ 1.00
1988	\$ 0.37	\$ 1.00	\$ 1.00
1987	\$ 0.37	\$ 1.00	\$ 1.00
* 1986	\$ 0.37	\$ 1.00	\$ 1.00
1985	\$ 0.37	\$ 1.00	\$ 1.00
1984	\$ 0.37	\$ 1.00	\$ 1.00
1983	\$ 0.37	\$ 1.00	\$ 1.00
* 1982	\$ 0.37 ↓	\$ 1.00	\$ 1.00
1981	\$ 0.40	\$ 1.00	\$ 1.00
1980	\$ 0.40	\$ 1.00	\$ 1.00

Legend  
 \* Reassessment  
 ↑ Tax Increase  
 ↓ Tax Rate Decrease

## 2026 REAL ESTATE TAX RATE ANALYSIS

	LAND	IMPROVEMENTS	LESS EXEMPT PROP	LESS LAND USE	LESS TAX RELIEF	TOTAL ASSMT	TOTAL TAX RATE	% Increase
2022 RE ASSESSMENT Actual	179,273,500	469,027,300	(11,480,300)	-	-7,801	636,812,699	8.20%	\$1,273,625.40
2023 RE ASSESSMENT Actual	180,949,100	483,937,900	(11,480,300)	-	-7,781	653,398,919	2.60%	\$1,306,797.84
2024 RE ASSESSMENT Actual	185,442,400	511,048,000	(11,534,800)	-	-67,422	684,888,178	4.82%	\$1,369,776.36
2025 RE ASSESSMENT Actual	300,483,400	785,456,900	(79,834,500)	-	-26,068	1,006,079,732	2.09%	\$1,398,450.83
2026 RE ASSESSMENT \$	300,483,400	785,456,900	(79,834,500)	-	-26,068	1,006,079,732		
					Estimated uncollectible	1.25%		
2026 RE ASSESSMENT \$	300,483,400	785,456,900	(79,834,500)	-	-26,068	1,006,079,732		
					Estimated uncollectible	1.25%		

Valuation	\$ .139/\$100	\$ .149/\$100	Increase per year	Increase per month
100,000.00	\$ 139.00	\$ 149.00	\$ 10.00	\$ 0.83
200,000.00	\$ 278.00	\$ 298.00	\$ 20.00	\$ 1.67
288,768.00	\$ 401.39	\$ 430.26	\$ 28.88	\$ 2.41
300,000.00	\$ 417.00	\$ 447.00	\$ 30.00	\$ 2.50
400,000.00	\$ 556.00	\$ 596.00	\$ 40.00	\$ 3.33
500,000.00	\$ 695.00	\$ 745.00	\$ 50.00	\$ 4.17

## 2026-2027 PERSONAL PROPERTY TAX RATE ANALYSIS

Tax Year	# VEH	Rate	Assmt	Tax Levy	PPTRA	%	Tax Amount	%	PPTRA FUNDS
2023	3615	1.25	\$ 81,710,005.56 6%INC	963,535.27	188,880.69	20%	\$ 774,654.58	80%	\$209,916.73
2024	3776	1.25	\$ 98,780,679.16 18%inc	886,312.50	185,075.71	21%	\$ 701,236.79	79%	\$209,916.73
2025	3858	1.25	\$ 111,902,175.50 21.7% inc	1,108,779.81	257,219.35	23%	\$ 851,560.46	77%	\$209,916.73
2026	3933	1.25	\$ 123,092,393.05 10%inc	1,108,779.81	257,219.35	23%	\$ 851,560.46	77%	\$209,916.73
EST	3933	1.26	\$ 123,092,393.05 10%inc	1,108,779.81	257,219.35	23%	\$ 861,648.26	78%	\$209,916.73

## **Fund Reserve Use in FY27 Budget**

### **General Fund**

#### Property Improvements and Maintenance Reserve

Reserve will be reduced by \$608,750

Remaining balance in reserve: \$1,113,250

### **Water Fund**

#### Water Distribution System Reserve

Reserve will be reduced by \$341,942

Remaining balance in reserve: \$908,058

### **Sewer Fund**

#### Wastewater Treatment Plant Reserve

Reserve will be reduced by \$130,213

Remaining balance in reserve: \$3,172,111

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# Fund Reserve Specifics

## Adopted June 10, 2025

Proposed 2026 Revisions in **RED**

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	\$445,342.84 + 4,756.00 = 450,098.84
Reserve goal	<del>\$445,000</del> 519,335.00 50% of annual debt service + 10% of FY 25 GF operational expenses

#### 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	\$1,250,000 + 472,000 = 1,722,000
Reserve goal	<del>\$1,250,000</del> 2,000,000

**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

**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

**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	<del>\$725,000</del> 750,000

**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

**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

**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	<del>\$70,000</del> 10,000
Reserve goal	\$100,000

**Police Equipment Replacement Reserve**

This reserve was established to fund new or replacement police department equipment.

Reserve	\$125,000 + 25,000 = 150,000
Reserve goal	<del>\$125,000</del> 150,000

**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	<del>\$100,000</del> 150,000

**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	\$150,000
Reserve Goal	\$150,000

**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	\$ 894,000 + 846,000 = 1,740,000
Reserve Goal	<del>\$1,500,000</del> 2,000,000

**Total General Fund Reserves = \$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	$\$394,760 + 7,140 = 401,900^*$
Reserve goal	<del>\\$190,100.00</del> * 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.

### **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	<del>\\$1,250,000</del> 1,500,000

### **Water Treatment Plant Reserve**

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

Reserve	$\$4,030,000 + 511,594 = 4,541,594$
Reserve goal	<del>\\$5,000,000</del> 7,000,000

### 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/repared 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

<u>Task</u>	<u>Expected Completion</u>
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	\$1,200,000 + 50,000 = 1,250,000
Reserve goal	<del>\$1,200,000</del> 2,000,000

**Total Water Fund Reserves = \$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	$\$701,223.29 - 466,844 = 234,379.29$
Reserve goal	$\$725,000 - 713,000$ 100% of annual debt service + 15% of FY25 SF operational expenses

### **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	$\$2,825,000 + 477,324 = 3,302,324$
Reserve goal	$\$7,500,000$

### **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	$\$2,500,000$

### **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	\$ 975,000 + 525,000 = 1,500,000
Reserve goal	\$1,500,000

**Total Sewer Fund Reserves = \$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.

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5 YEAR CAPITAL IMPROVEMENTS PROGRAM

2027-2031

Expenditures	2027			2028			2029			2030			2031		
	General	Water	Sewer	General	Water	Sewer	General	Water	Sewer	General	Water	Sewer	General	Water	Sewer
Capital Reserves(ADMIN)	564	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Computer Replacement/Upgrades(ADMIN)	9,000	3,500	3,500	25,000	4,000	4,000	4,500	4,500	4,500	5,000	5,000	5,000	6,500	6,500	6,500
Mobile Data Terminals (PD)							30,000								
Pistols (PD)															
Patrol Vehicle (PD)	70,000			72,000									79,000		
Large Dump Truck (PW)															
1 Ton Dump Truck (PW)				VDOT	21,500	21,500	VDOT	16,500	16,500	VDOT	VDOT	VDOT	VDOT	23,000	23,000
3/4 Ton Truck (PW)				VDOT			VDOT			VDOT	VDOT	VDOT	VDOT	18,000	18,000
Snow Plow (PW)				VDOT			VDOT			VDOT	VDOT	VDOT	VDOT		
Salt Spreader (PW)				VDOT			VDOT			VDOT	VDOT	VDOT	VDOT		
Hydraulic Thumb (PW)				5,000						6,100	6,100	6,100			
Mower (PW or PU)															
Town Property Improvements (PW)	730,000														
Radar Feedback Signs, Crosswalk, Signals (PD)	48,000						20,000								
Town Street Repairs (PW)															
Wayfinding(CD)															
TAPP Reserve(CD)	50,000			50,000			50,000			50,000					
BCCGC Improvements (PW)	45,000														
Backhoe (PW)														42,500	42,500
Water Treatment Plant Upgrade (PU)		7,150,000				7,150,000									
Water Distribution System Upgrades (PW)		1,100,000				800,000									
1/2 Ton Pick Up Truck (PU)		22,000	22,000			22,000									25,000
WTP Lab Equipment(PU)									50,000						
WTP Membrane Replacement(PU)									35,000					35,000	
Water Distribution Reserve		50,000	50,000						150,000					175,000	
SCADA															
Wastewater Treatment Plant Membrane Replacement(PU)															
Sewer Collection System Improvements (PW)			130,000			135,000						140,000			150,000
Wastewater Treatment Plant Membrane Gantry(PU)															
Wastewater Treatment Plant Permeate Pump R/R(PU)															
Wastewater Treatment Plant Screening Rehab(PU)			250,000												
WWTP Sanitary/Storm Sewer Camera Upgrade (PW)															
WWTP Bar Screen(PU)															
WWTP Sluice Gates Repair/Modify (PU)			60,000												
BCCGC Improvements															
Borrowed Funds and Reserve Funds															
Borrowed Funds															
Reserved for future use															
Funds to be used have been rest'd in full or part															
Amount reflects Town portion of project (TAP Funds)															
<b>Total</b>	<b>952,564</b>	<b>8,325,500</b>	<b>515,500</b>	<b>152,000</b>	<b>7,997,500</b>	<b>182,500</b>	<b>178,500</b>	<b>1,256,000</b>	<b>161,000</b>	<b>137,100</b>	<b>221,100</b>	<b>161,100</b>	<b>85,500</b>	<b>350,000</b>	<b>265,000</b>

## **Capital Improvement Narrative Fiscal Year 2027**

### **General Fund FY27**

Capital Reserves \$564

#### Administration

This item provides for savings to address unforeseen expenses and fund planned projects and purchases.

Computer Replacement \$9,000

#### Administration

This item provides for the purchase of replacement computer workstations within the Town's Administrative, Planning, and Police Departments.

Patrol Vehicle \$70,000

#### Police

This item provides for the purchase of a Police Department patrol vehicle and related equipment.

The Police Department maintains a fleet of seven patrol vehicles. Six of the vehicles are all-wheel-drive sport-utility vehicles (SUV) and one is an unmarked sedan.

The requested vehicle, a SUV, would replace a marked SUV. Additional items purchased include radar unit and rear compartment partition.

Town Property Improvements \$730,000

#### Public Works

This item provides required to complete the following projects:

- Repair, paint exterior of Smith Cottage and HVAC improvements, repair and paint exterior of 23 East Main Street (\$500,000)
- Construction of new bridge across Town Run in Rose Hill Park (\$100,000)
- Plans for stabilization of the livery stable and construction of a public bathroom at 23 East Main Street (\$30,000)

- Contingency (\$100,000)

*Funding source for these items is as follows:*

- *FY27 General Fund Revenues* *\$121,250*
- *Monies from the GF Property Improvements and Maintenance Reserve* *\$608,750*

Radar Feedback Signs and Crosswalk Signals \$48,000

Police Department

This item provides for the purchase and installation of new radar feedback signs to replace the signs on Main and Buckmarsh Streets. The four signs currently deployed have been in service since 2018 and need to be replaced.

This item also provides funds to be used to update the Town’s four crosswalk signals. Staff is working with VDOT and the signal manufacturer to determine the full scope of the project.

TAP Reserve \$50,000

Community Development

This item provides savings that would be added to a reserve for the Town’s share of funding for TAP projects. The Town considers this funding stream to be an effective way to make qualifying transportation-related improvements because the Town is only required to provide 20% of project funding.

The Town currently has three active TAP projects in development. A sidewalk project on Mosby Boulevard is expected to be completed in the second half of FY26. A sidewalk project on East Fairfax Street is also expected to be completed in the second half of FY26. A curb and gutter /sidewalk project on West Fairfax Street is expected to be completed in FY28.

The Council is considering pursuing another TAP project to extend sidewalk along the east side of North Buckmarsh Street from West Fairfax to Mosby Boulevard.

It is expected that, at a minimum, the Town’s TAP Reserve will be funded as follows in order to meet reserve goals:

FY27 \$50,000

FY28 \$50,000

FY29 \$50,000

FY30 \$50,000

Public Works

This item provides funding for work to be completed at the Berryville-Clarke County Government Center. The projects in question are on the building exterior; therefore, the cost apportionment between the Town and County will be 50%/50%.

The project in question will include paving of the rear parking lot and concrete work to improve accessibility.

**Water Fund FY27**

Capital Reserves \$0

Administration

This item provides for savings to address unforeseen expenses and fund planned projects and purchases.

Computer Replacement \$3,500

Administration

This item provides for the purchase of replacement computer workstations within the Town's Public Works, Public Utilities, and Administrative Departments.

Water Treatment Plant Upgrade \$7,150,000

Public Utilities

This item would provide funds for the upgrade the Town's Water Treatment Plant and raw water intake system.

It is anticipated that loan funds will be drawn and expended in accordance with the following schedule:

FY 2027	7,150,000 (expected to be 100% loan proceeds)
FY 2028	7,150,000 (loan proceeds and reserves)
FY 2029	1,000,000 (loan proceeds and reserves)

The Town's Water Treatment Plant and raw water intake facility are slated to be upgraded. 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.

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 eliminated the planned pre-sedimentation basins and provided for the construction of vertical clarifiers. These clarifiers would 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.

Project Schedule

<u>Task</u>	<u>Expected Completion</u>
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.

Project Estimated Cost:

Construction Cost -	\$12,000,000
Non-Construction Costs -	\$ 3,300,000

Total - \$15,300,000

Funding Source Detail:

Project Cost \$15,300,000

VDH Loan \$12,385,000

Expected Draw on Reserves for Upgrade \$ 2,915,000

Water Distribution System Upgrades \$1,100,000

Public Works Department

This item provides funds to be utilized to complete water distribution system upgrades during the subject fiscal year. Funds that remain unspent at the end of the fiscal year are placed in the water fund's water distribution system reserve.

Projects Under Consideration

Design for replacement of Battletown Drive water main

Design for replacement of Church Street water main (from Liberty Street to Crow)

Replacement of Battletown Drive or Church Street water mains

*Funding source for these items is as follows:*

- FY27 Water Fund Revenues \$758,058
- Monies from the WF Water Distribution System Reserve \$341,942

One-ton Pickup Truck \$22,000

Public Utilities

This item provides for the purchase of a ½ ton pickup truck for the Public Utilities Department.

At present the department maintains two ½ ton trucks (down from three when the Town operated the WWTP/ Note: one additional vehicle is presently being used by administrative staff). The newly purchased would replace the oldest vehicle in the fleet.

Funding

Water Fund \$22,000

Sewer Fund \$22,000

Supervisory Control and Data Acquisition (SCADA) Upgrade \$50,000

Public Utilities

This item provides funds for the upgrade of the water system SCADA system.

The Town utilizes a SCADA system to monitor the water and wastewater utilities. The existing system is a radio/sight-line based system. Elements of the system are outdated and no longer supported by the vendor. It is important to note that many elements of the existing system are proprietary.

The project in question would upgrade the SCADA system to one that utilizes cellular communications. This new system will be supported by the Town's vendor and will be more reliable than the current system.

The annual cost of cellular service is likely to fall between \$5,000 and \$6,000. The benefits of the new system should include:

- Reduced SCADA system maintenance costs
- Improved system reliability
- Reduced after-hour call outs

**Sewer Fund FY27**

Capital Reserves \$0

Administration

This item provides for savings to address unforeseen expenses and fund planned projects and purchases.

Computer Replacement \$3,500

Administration

This item provides for the purchase of replacement computer workstations within the Town's Public Works, Public Utilities, and Administrative Departments.

One-ton Pickup Truck \$22,000

Public Utilities

This item provides for the purchase of a ½ ton pickup truck for the Public Utilities Department.

At present the department maintains two ½ ton trucks (down from three when the Town operated the WWTP/ Note: one additional vehicle is presently being used by administrative staff). The newly purchased would replace the oldest vehicle in the fleet.

Funding

Water Fund            \$22,000

Sewer Fund            \$22,000

Supervisory Control and Data Acquisition (SCADA) Upgrade \$50,000

Public Utilities

This item provides funds for the upgrade of the sewer system SCADA system.

The Town utilizes a SCADA system to monitor the water and wastewater utilities. The existing system is a radio/sight-line based system. Elements of the system are outdated and no longer supported by the vendor. It is important to note that many elements of the existing system are proprietary.

The project in question would upgrade the SCADA system to one that utilizes cellular communications. This new system will be supported by the Town's vendor and will be more reliable than the current system.

The annual cost of cellular service is likely to fall between \$5,000 and \$6,000. The benefits of the new system should include:

- Reduced SCADA system maintenance costs
- Improved system reliability
- Reduced after-hour call outs

Collection System Upgrades \$130,000

#### Public Works

This item provides funds to be utilized to complete sewer collection system upgrades during the subject fiscal year. Funds that remain unspent at the end of the fiscal year are placed in the sewer fund's sewer collection system reserve.

In early 2023, a contractor working for the Town completed an I&I study in the Town's sewer collection system. The results of the study were presented to the Streets and Utilities Committee in March 2023. The results of the study will provide areas for more detailed examination and ultimately a framework for rehabilitation projects in the sewer collection system.

Wastewater Treatment Plant Screening Rehabilitation \$250,000

#### Public Utilities

This item provides funds that will be utilized to improve screening facilities at the wastewater treatment plant.

At present, there are three screening facilities in the Headworks Building. The internal bar screen and the two drum screens serve to protect the downstream treatment system from inorganic debris. It is expected that a bar screen will soon be installed upstream of the raw sewage pumps.

These funds would be used perform needed work on the existing screens and could be used if needed to complete the new bars screen project.

*Funding source for these items is as follows:*

- |  |           |
|--|-----------|
| - FY27 Sewer Fund Revenues                   | \$119,787 |
| - Monies from the SF Treatment Plant Reserve | \$130,213 |

Wastewater Treatment Plant Sluice Gates (Evaluation/Repair or Replace) \$60,000

This item provides for the evaluation and repair/replacement of wastewater treatment plant sluice gates.

The wastewater treatment plant has four sluice gates on the influent side of the membrane chambers and four sluice gates on the effluent side of the chambers. These gates control the flow of wastewater into and out of the chambers respectively.

The sluice gates are not functioning properly. Accordingly, flow to the chambers is not balanced and maintenance cleans are not as effective as they are intended to be.

The gates and their controls must be evaluated and repaired/replaced as needed.

5 YEAR RATE AND FEE PLAN 12.10.2024

Water Based on 20year Amortization Base rate 3.0%

	Consumption		Total Revenue	Admin Fees	Total Revenue and Admin Fees		Revenue needed per Finance Plan	Increase per kgal	Increase per year
	Total	\$per kgal			Admin Fees	Revenue needed			
FY24-25	104,352,071	\$ 8.15	\$ 850,469.38	\$ 555,850.18	\$ 1,406,319.56	N/A	\$ -	\$ 25.80	
FY25-26	105,200,000	\$ 10.30	\$ 1,083,560.00	\$ 555,850.18	\$ 1,639,410.18	\$ 1,639,100.00	\$ 2.15	\$ 15.84	
FY26-27	106,400,000	\$ 11.62	\$ 1,236,368.00	\$ 555,850.18	\$ 1,792,218.18	\$ 1,792,900.00	\$ 1.32	\$ 17.88	
FY27-28	107,200,000	\$ 13.11	\$ 1,405,392.00	\$ 555,850.18	\$ 1,961,242.18	\$ 1,961,400.00	\$ 1.49	\$ 19.32	
FY28-29	108,004,000	\$ 14.72	\$ 1,589,818.88	\$ 555,850.18	\$ 2,145,669.06	\$ 2,145,700.00	\$ 1.61	\$ 21.00	
FY29-30	108,815,000	\$ 16.47	\$ 1,792,183.05	\$ 555,850.18	\$ 2,348,033.23	\$ 2,347,500.00	\$ 1.75	\$ 21.00	

Sewer Based on 20year Amortization Base rate 3.0%

	Consumption		Total Revenue	Admin Fees	Total Revenue and Admin Fees		Revenue needed	Increase per kgal	Increase per year
	Total	\$per kgal			Admin Fees	Revenue needed			
FY24-25	104,352,071	\$ 17.27	\$ 1,802,160.27	\$ 280,627.20	\$ 2,082,787.47	N/A	\$ -	\$ 6.12	
FY25-26	105,200,000	\$ 17.78	\$ 1,870,456.00	\$ 280,627.20	\$ 2,151,083.20	\$ 2,023,357.00	\$ 0.51	\$ 6.36	
FY26-27	106,400,000	\$ 18.31	\$ 1,948,184.00	\$ 280,627.20	\$ 2,228,811.20	\$ 2,084,058.00	\$ 0.53	\$ 6.48	
FY27-28	107,200,000	\$ 18.85	\$ 2,020,720.00	\$ 280,627.20	\$ 2,301,347.20	\$ 2,146,579.00	\$ 0.54	\$ 6.72	
FY28-29	108,004,000	\$ 19.41	\$ 2,096,357.64	\$ 280,627.20	\$ 2,376,984.84	\$ 2,210,977.00	\$ 0.56	\$ 6.96	
FY29-30	108,815,000	\$ 19.99	\$ 2,175,211.85	\$ 280,627.20	\$ 2,455,839.05	\$ 2,277,306.00	\$ 0.58	\$ 6.96	

Total bill including water and sewer per 1,000gallons

	Rate	Admin Fee	Total Bill
FY24-25	\$ 25.42	\$ 36.53	\$ 61.95
FY25-26	\$ 28.08	\$ 36.53	\$ 64.61
FY26-27	\$ 29.93	\$ 36.53	\$ 66.46
FY27-28	\$ 31.96	\$ 36.53	\$ 68.49
FY28-29	\$ 34.13	\$ 36.53	\$ 70.66
FY29-30	\$ 36.46	\$ 36.53	\$ 72.99

**TOWN OF BERRYVILLE**  
**SCHEDULE OF WATER AND SEWER FEES AND CHARGES**

~~Proposed to be effective June 21, 2025~~ Marked up 2/18/26

**I. USER FEES**

**A. WATER**

1. Within corporate limits or the limits of an approved annexation area: ~~\$10.30~~ **\$11.62** per 1,000 gallons of usage. Minimum charge ~~\$5.00~~ **\$8.72** per month for usage under 1,000 gallons during billing period.
2. Other: ~~\$12.87~~ **\$14.53** per 1,000 gallons of usage. Minimum charge ~~\$6.25~~ **\$10.90** per month for usage under 1,000 gallons during billing period.

**B. SEWER**

1. Within corporate limits or the limits of an approved annexation area: ~~\$17.78~~ **\$18.31** per 1,000 gallons of usage. Minimum charge ~~\$15.00~~ **\$13.73** per month for usage under 1,000 gallons during billing period.
2. Other: ~~\$22.22~~ **\$22.89** per 1,000 gallons of usage. Minimum charge ~~\$18.75~~ **\$17.17** per month for usage under 1,000 gallons during billing period.

**II. ADMINISTRATIVE AND FACILITIES FEES AND DEPOSITS**

**A. ADMINISTRATIVE AND FACILITIES FEES**

Monthly Administrative and Facilities Fees, charged with usage:

Water \$24.35

Sewer \$12.18

Late Fee: 10% of bill amount

Service Disconnection/Reconnection Fee: \$50

Returned Check/ACH Fee: \$50

**B. DEPOSITS**

Residential: individually metered single-family units, town homes, and duplexes: ~~\$300~~ **\$315**

Residential: multi-family with master meter: ~~\$245~~ **\$260** per unit

Business/Commercial excluding restaurants and laundries: ~~\$300~~ **\$315**

Restaurant: ~~\$895\*~~ **\$910\***

Laundry: ~~\$4,620\*~~ **\$4,635\***

Institutional: ~~\$1,640\*~~ **\$1,655\***

Industrial: ~~\$5,660~~ **\$5,675\***

\*Town Manager may increase or decrease on the basis of actual usage.

Note: Town Manager may establish reasonable deposit amounts for use types not anticipated by this schedule.

### III. AVAILABILITY FEES

#### A. WATER

Meter Size (Inches)	Demand Ratio	Avail. Fee (Corp. Limits or Annex. Area)	Avail. Fee (Other)	Meter Cost
5/8	1	<del>\$17,200</del> <b>\$17,750</b>	<del>\$21,500</del> <b>\$22,188</b>	Meter Fee
3/4	1.5	<del>\$25,800</del> <b>\$26,625</b>	<del>\$32,249</del> <b>\$33,282</b>	Meter Fee
1	2.5	<del>\$42,999</del> <b>\$44,375</b>	<del>\$53,749</del> <b>\$55,470</b>	Meter Fee
1.5	4.375	<del>\$75,248</del> <b>\$77,656</b>	<del>\$94,062</del> <b>\$97,073</b>	Meter Fee
2	8	<del>\$137,596</del> <b>\$142,000</b>	<del>\$172,000</del> <b>\$177,504</b>	Meter Fee
3	16	<del>\$275,193</del> <b>\$284,000</b>	<del>\$344,000</del> <b>\$355,008</b>	Meter Fee
4	25	<del>\$429,894</del> <b>\$443,750</b>	<del>\$537,500</del> <b>\$554,700</b>	Meter Fee
6	50	<del>\$859,978</del> <b>\$887,500</b>	<del>\$1,074,999</del> <b>\$1,109,400</b>	Meter Fee

Greater than 6", Demand Ratio (AWWA M22) multiplied by fee for Demand Ratio 1.

Notes:

(a) Multi-family residences are defined as any master-metered group of apartment, townhouse, condominium, or other residential units with each unit having separate kitchen facilities.

(b) In cases in which a master meter serves multi-family residences or a combination of multi-family and commercial units, the applicant will pay a fee based on the higher of A) an amount derived by multiplying .8 by the applicable water availability fee for demand ratio 1 times the total number of residential and commercial units to be served by a single meter, or B) an amount based on the meter size as specified above.

(c) Meter fee is calculated by adding the cost of the meter and a 30% (of meter cost) handling fee.

#### B. SEWER

Meter Size (Inches)	Demand Ratio	Avail. Fee (Corp. Limits or Annex. Area)	Avail. Fee (Other)
5/8	1	<del>\$18,468</del> <b>\$19,059</b>	<del>\$23,085</del> <b>\$23,824</b>
3/4	1.5	<del>\$27,702</del> <b>\$28,589</b>	<del>\$34,628</del> <b>\$35,736</b>
1	2.5	<del>\$46,170</del> <b>\$47,648</b>	<del>\$57,714</del> <b>\$59,560</b>
1.5	4.375	<del>\$80,800</del> <b>\$83,383</b>	<del>\$97,820</del> <b>\$104,230</b>
2	8	<del>\$147,747</del> <b>\$152,472</b>	<del>\$184,686</del> <b>\$190,592</b>
3	16	<del>\$295,494</del> <b>\$304,944</b>	<del>\$369,372</del> <b>\$381,184</b>
4	25	<del>\$461,710</del> <b>\$476,475</b>	<del>\$577,144</del> <b>\$595,600</b>
6	50	<del>\$923,419</del> <b>\$952,950</b>	<del>\$1,154,287</del> <b>\$1,191,200</b>

Greater than 6", Demand Ratio (AWWA M22) multiplied by fee for Demand Ratio 1.

#### IV. LATERAL OR CONNECTION FEES

Connection to the Town's water distribution and/or sewer collection system may be completed only if the following conditions are met:

- Party applying to connect to the system agrees to assume all costs associated with connection to the systems, including excavation, taps, vaults, traffic control, restoration (including pavement), testing, inspections, etc.
- Contractor responsible for completing work has been vetted and approved by the Town.
- Plans for the work, including restoration, have been approved by the Town.
- Required surety has been approved and provided to the Town.
- Required insurance coverage is in place and documentation thereof provided to the Town.
- Required permits have been issued by the Town, Virginia Department of Transportation, or another applicable agency.

#### V. INSPECTIONS

##### A. Sanitary Sewer Camera Service and Storm Sewer Camera Inspection Service \*\*

###### 1. Mains and Laterals Over 4 Inches in Diameter

Mobilization Fee: \$350

Camera Fee: \$3.00 per linear foot

###### 2. 4-Inch Laterals

Laterals Under 50 Feet in Length: \$200

Laterals 50 Feet in Length or Greater: \$200 plus \$3.00 per linear foot

**\*\* Service offered as workforce and equipment availability permits.**

##### B. Inspections

Town staff: \$75 per hour (1 hour minimum for any inspection then billed at ½ hr. increments thereafter) \*\*\*

**\*\*\* Service offered as workforce availability permits.**

Licensed professional engineer or approved third-party inspector: Cost

##### C. Hydrant Flow Tests

\$75 per hour (1 hour minimum for any test then billed at ½ hr. increments thereafter) plus cost of water (includes water and sewer charges)

#### Notes:

Cleaning of lines will be required prior to camera use: Line cleaning is the responsibility of the applicant. If lines are not clean and camera crew must remobilize later to perform the inspection, a second mobilization fee will be charged.

Hydrant flow tests: Hydrant flow tests must be scheduled with the Director of Public Works no less than three work days in advance of test. Contractor will supply gauges and will be responsible for recording results. Town personnel will operate hydrant.

## VI. SIGNIFICANT INDUSTRIAL USER FEES

Sewer system discharge permit: \$500

## VII. WATER METER TESTING

5/8" meter: \$125

All other meters: \$125 + cost

Note: Fee is refunded if meter is found to be over-registering.

## VIII. HYDRANT METERS

Nonrefundable account establishment fee: \$50

Meter deposit: ~~\$1,500~~ **Current cost to purchase meter + 30%**  
(deposit refunded upon return of undamaged meter)

Note: Usage metered through hydrant meters will be billed for both water and sewer user fees.

## IX. UNAUTHORIZED USE OF SERVICE

For unauthorized water withdrawals from fire hydrants or any other part of the Town water system, or when a customer willfully takes steps to reactivate service after service has been disconnected by the Town because of nonpayment of any charge owed to the Town, and the Town must take action to discontinue service again by removal of the meter or by any other necessary measures, a \$250 charge for unauthorized use of services will be imposed. This charge will be in addition to any other charge for water and sewer services owed to the Town, and in addition to any legal remedies the Town may pursue for unauthorized use of service.

Approved by Town Council ~~May 13, 2025~~ \_\_\_\_\_