



Buchanan Town Council
April 28, 2021
Work Session, 7:00PM
Council Chambers
19753 Main Street
Conference Call; 701-802-5423
Access Code: 3474425

AGENDA

A. ROLL CALL AND ESTABLISHMENT OF QUORUM

B. VDOT Crosswalk renderings/estimate

C. Discussion of Fiscal Year 2022 Budget

D. Discussion and Review of Sheriff Contract

E. Discussion of DHCD Acquire, Renovate, Sell (ARS) Grant opportunity

F. Discussion of Main Street Curb Repainting

G. ADJOURNMENT



To: Mayor and Town Council

From: Susan McCulloch, Town Manager

Date: April 28, 2021

Subject: Report to Town Council

1. Agenda Items:

- a. VDOT Crosswalk renderings/estimate: Ashley Smith, Assistant Resident Engineer of VDOT provided sketches indicating what is needed to install the ramps and sidewalks at the Town Park entryways, at the corner of Lowe Street and Main Street, and at the Exxon Gas Station. Ashley said that VDOT does not have funds to install the ramps, so the Town would have to fund the improvements. VDOT could provide the crosswalk striping once the ramps are installed. She estimated costs for the ramps and sidewalk slabs to be roughly between \$5000 and \$8000 for each location on Lowe Street and between \$12,000 and \$15,000 for the location on Main Street, a total for all 3 could be around \$22,000 - \$31,000. These costs do not include any traffic control measures that would be needed.
- b. Discussion of Fiscal Year 2022 Budget: After discussions with Ms. Kingery and Mr. Tyree, attached is a revised copy of the Proposed 2022 Budget.

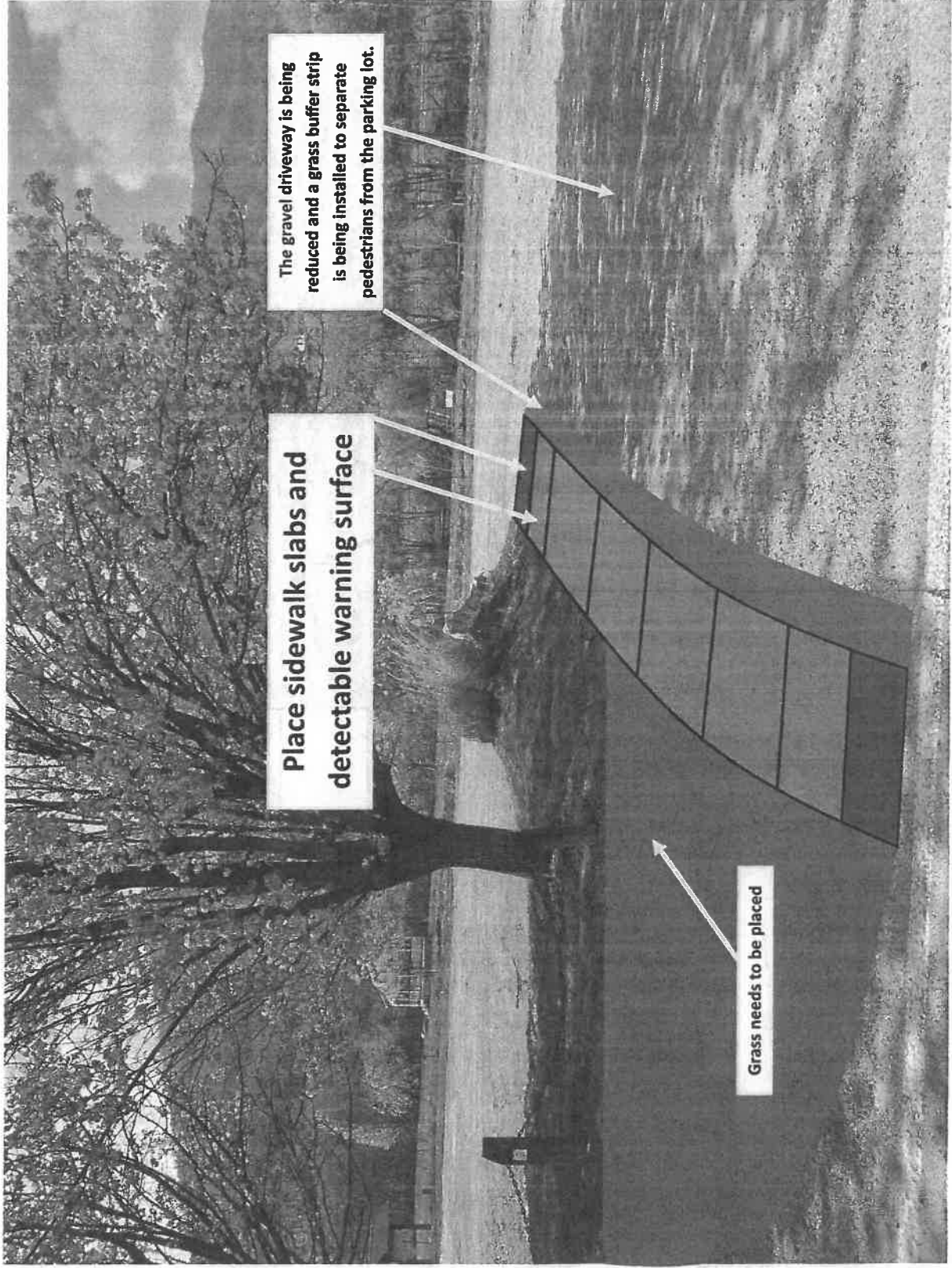
Changes to note: Under the General Fund, income for the taxes and bank franchise fees were adjusted to account for updated information, increasing revenue. Under Garbage Fees on page 2, the \$90,000 has been increased to \$96,000 due to the \$1/customer and business proposed fee increase. The revenue from the 911 event is under miscellaneous due to anticipated sales of fries by the Town. The \$15,000 Revenue from Federal Government on Page 3 was removed because it was a one-time COVID-19 Relief award. Under Page 4, Expenses, on Salaries – Clerk/Treasurer, \$20,000 was moved to the Utility Fund due to staff's work on the program. Health Insurance has increased due to full participation in the program. On Page 5, the Town Manager's Health Insurance has been adjusted for the actual costs; it was unknown at the time of the last draft of the budget. VRS has decreased due to actual versus estimate. The final budget is \$653,576.

Changes to note in the Utility Fund Proposed 2021-2022 Budget: Due to current budget trends, we increased the Water Services and Water Penalties revenue. The Machinery and Equipment costs was decreased from \$5,000 to \$4,000 on Page 2. On Page 4, \$20,000 for Treasurer/Clerk Salary is added and the WWTP is decreased from \$32,500 to \$20,000 and Misc. Sewer Repairs or Truck is decreased from \$23,573 to \$10,000. This is due in part to the anticipated American Recovery Plan funds that the Town is expecting. The final budget is \$562,500.

- c. Discussion and Review of Sheriff Contract: Councilmember Petty and I met to discuss feedback from Council and the Community to add suggestions into the Sheriff's contract. We will be happy to review each item.
 - d. Discussion of DHCD Acquire, Renovate Sell (ARS) Grant opportunity: the Department of Housing and Community Development has transitioned from the Neighborhood Stabilization Plan (NSP) to the ARS program. Acquire, Renovate, Sell (ARS) will create affordable homeownership opportunities for low- to moderate- income (LMI), first-time homebuyers while allowing providers increased discretion over acquisition type, region, and resale. The Town is an eligible provider as local government. ARS program funds are available for use throughout the Commonwealth on any undervalued home. The Town could acquire the home using its own lines of credit (at least \$200,000 or ability to acquire two houses at once – whichever is greater), and a maximum of \$45,000 in ARS funding will be awarded for soft costs (\$4,500) and renovations (up to \$40,500). This could be a first productive step towards blight remediation.
 - e. Discussion of Main Street Curbing: I sent a letter to Ray Varney of VDOT asking if the Town or VDOT was responsible for painting/repainting curbs along Main Street. Ray responded that he did some research and found out that VDOT didn't paint the curbs, but the Town did, therefore, the Town is responsible for repainting the curbs. Michael Hatcher responded to request for details. He had to withdraw his bid because his workload has increased to the point that he will be busy for the next year and beyond. His estimate was as high as \$4,387.50, based on the highest estimate of linear feet in the project area.
2. Other Items to Report:
- a. The Town Cleanup Day was held Saturday, April 18 from 8A to 4P. We had steady attendance and it went very smoothly. One suggestion is to add a reminder on the water bill that cardboard recycling is accepted at Buchanan Elementary School based on the volume of cardboard taken to this event.
 - b. The Spring Fling was held on Saturday, April 24, 2021. There were more attendees than anticipated, and a total of 35 kites and 75 bags of candy were given to youth. Most attendees were from out of town and almost all of the crowd followed social

distancing guidelines, and around half were wearing masks. Guests declined offered masks, saying that they had their vaccination already.

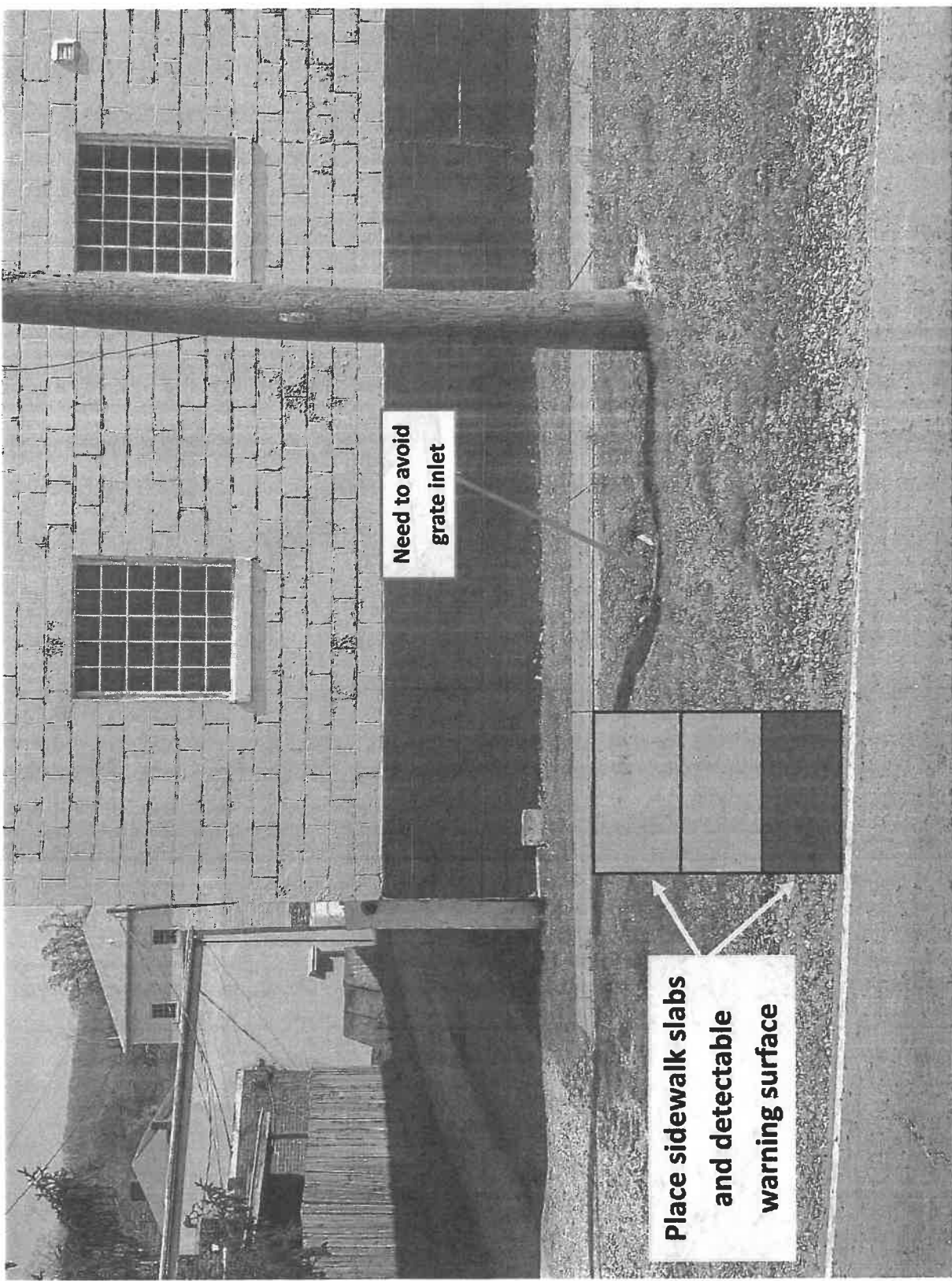
- c. Botetourt County was very pleased with the COVID-19 Vaccination Clinic in Buchanan on Sunday, April 25. The goal was to vaccinate 50, but 71 were vaccinated due to walk-ins and in-home outreach. The second dose is scheduled on May 23, 2021 in the Town Park.
- d. A sewer repair was completed at 2nd Street and a water line repair was completed at James River Terrace last week.
- e. A PALL representative was here last Tuesday, April 20, to install new filters at the Water Treatment Plant.
- f. The Pump is here and was installed at the Sewer Treatment Plant on Tuesday, April 27.



The gravel driveway is being reduced and a grass buffer strip is being installed to separate pedestrians from the parking lot.

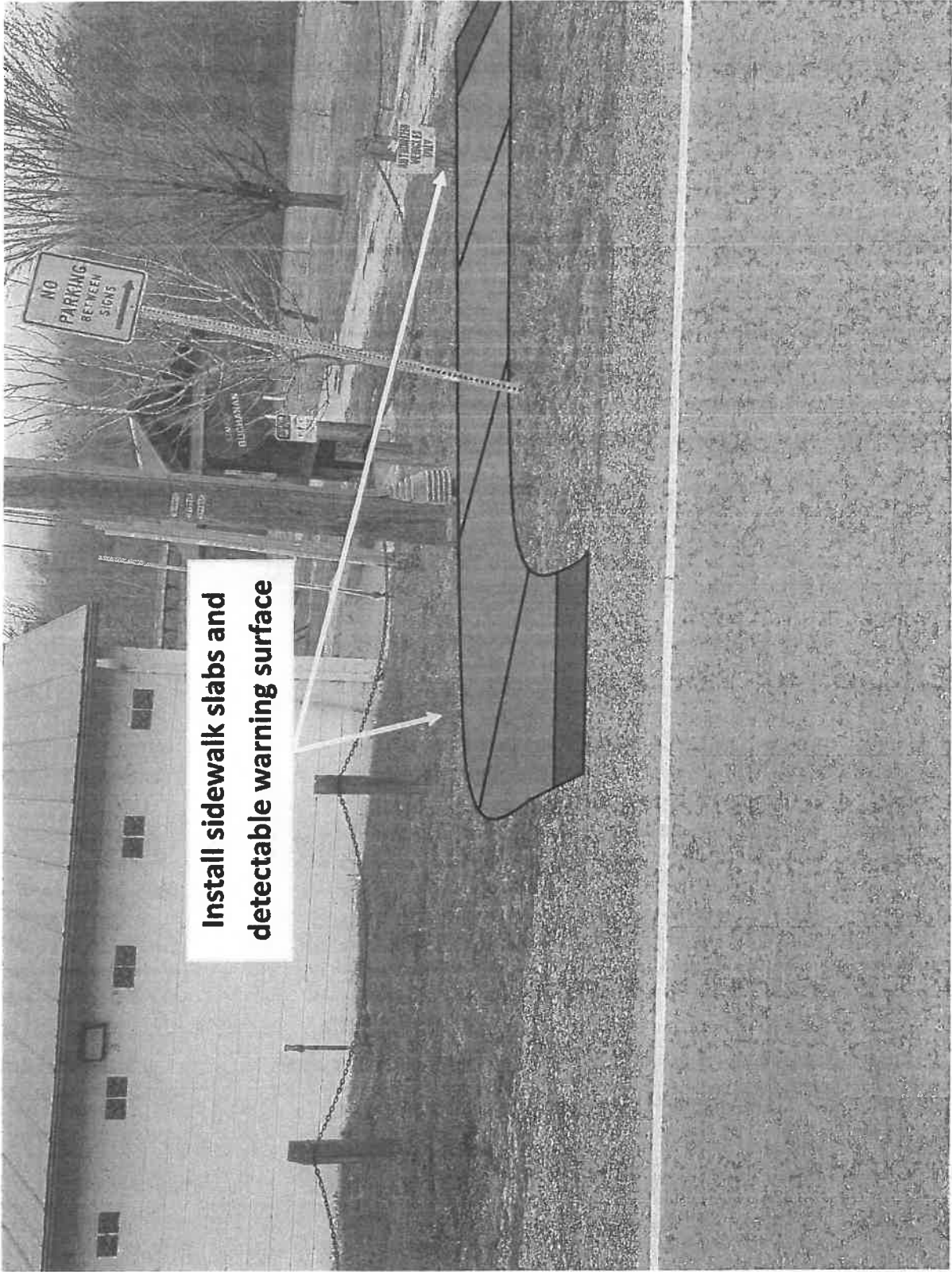
Place sidewalk slabs and detectable warning surface

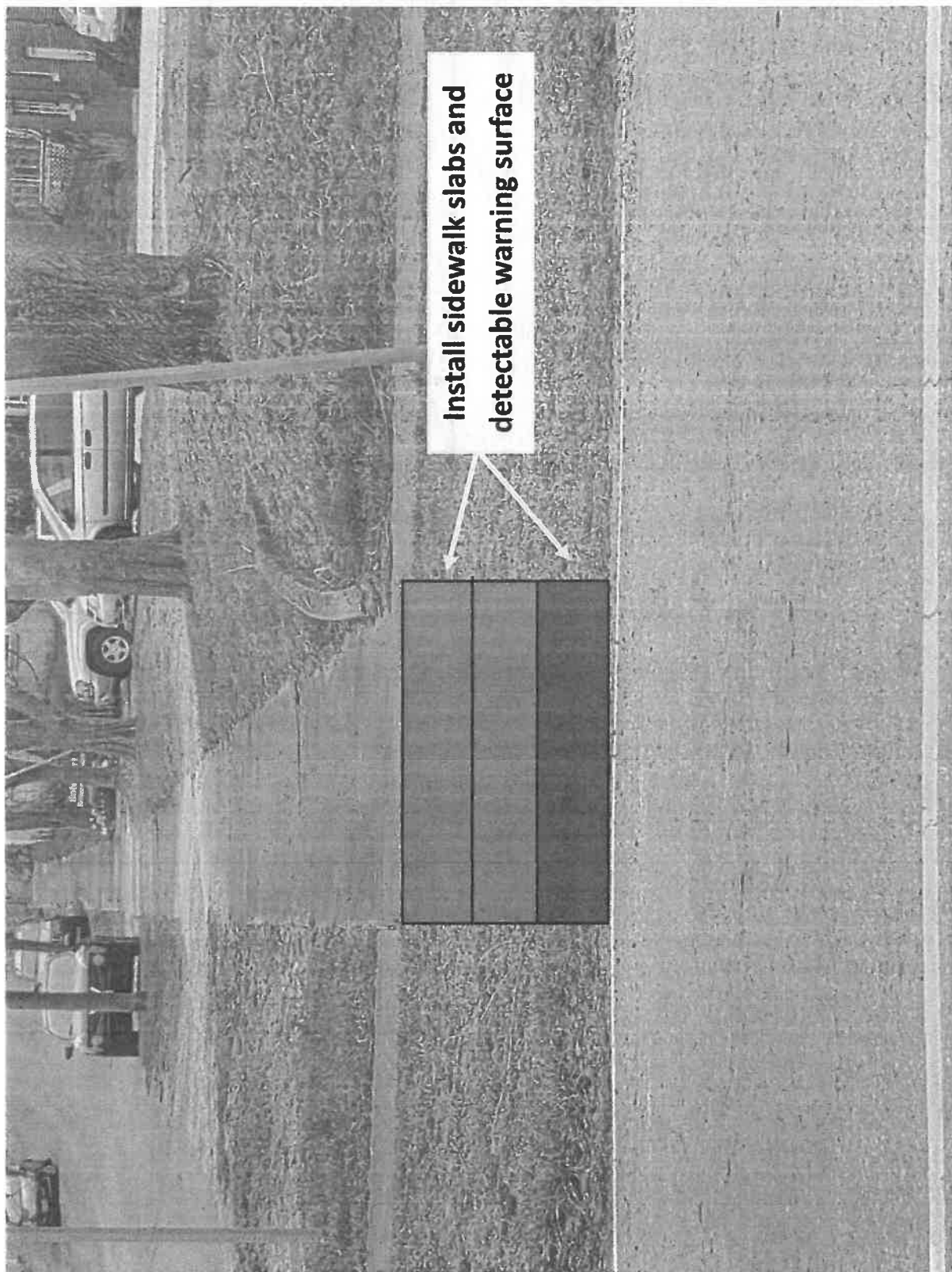
Grass needs to be placed



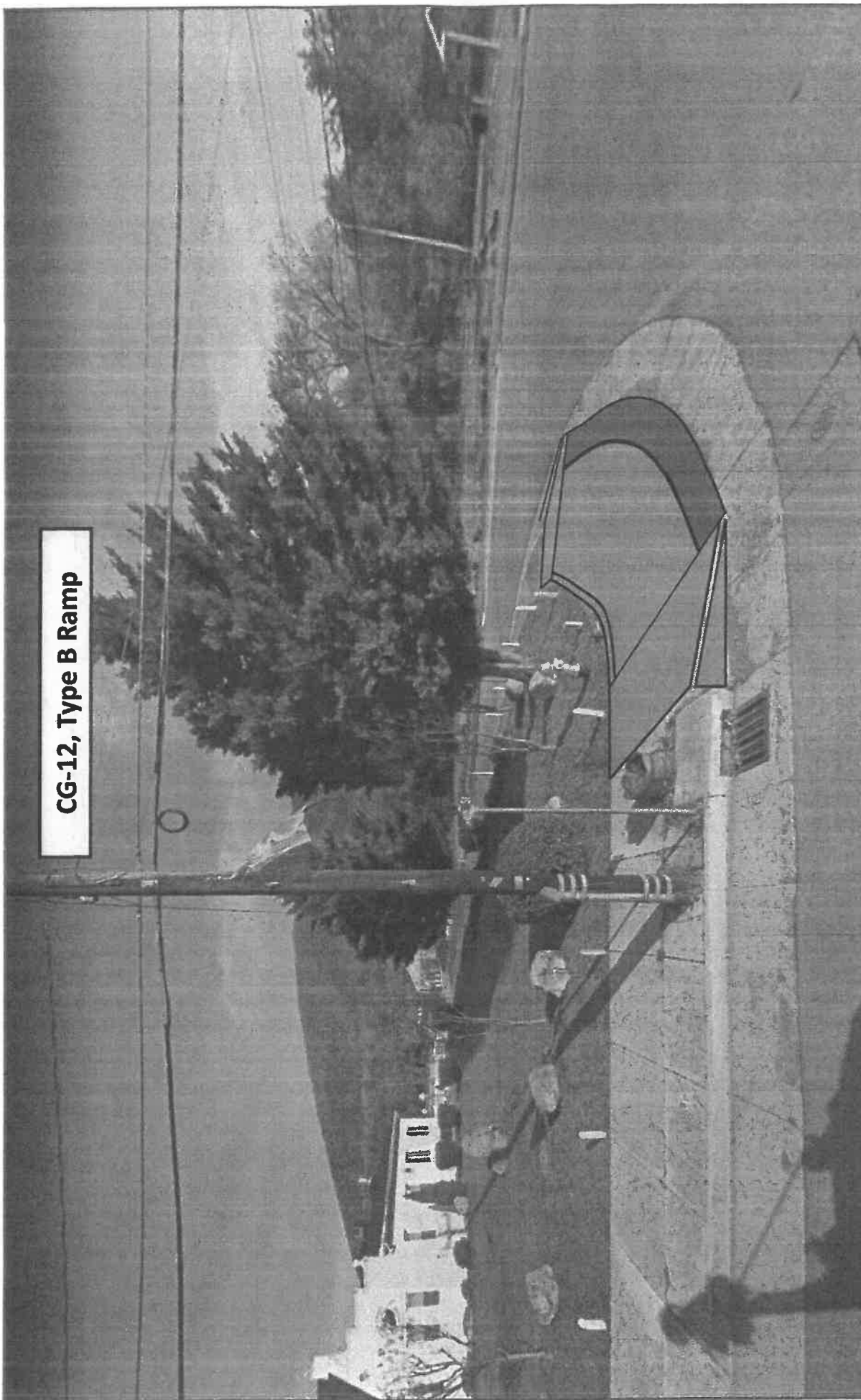
**Need to avoid
grate inlet**

**Place sidewalk slabs
and detectable
warning surface**





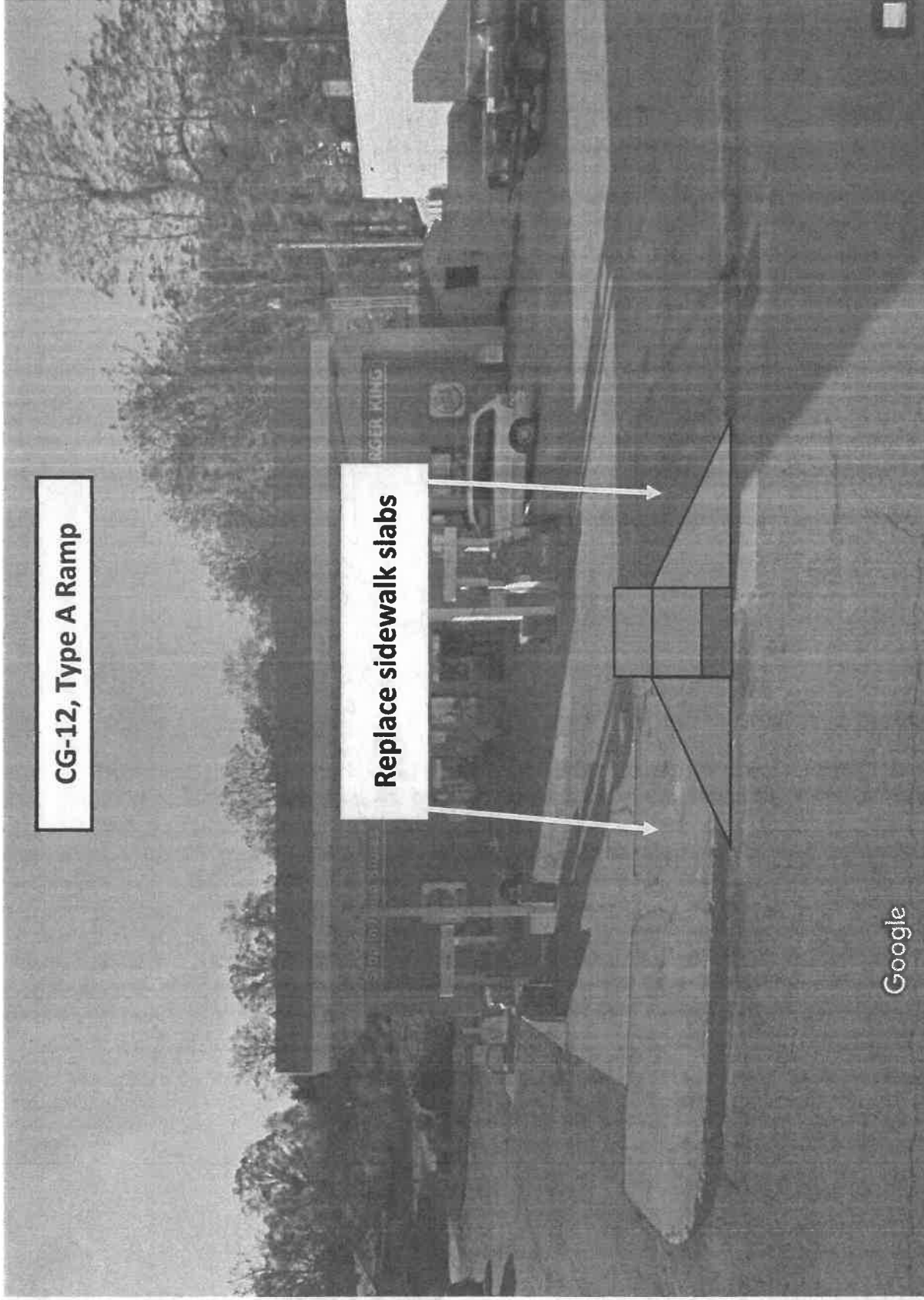
CG-12, Type B Ramp



CG-12, Type A Ramp

Replace sidewalk slabs

Google



General Funds

Ordinary Income/Expense

Income

3100000 Local Revenue

3110000 General Property Taxes

3110100 Real Property Taxes

3110101 Current Taxes

3110102 Delinquent Taxes

Total 3110100 Real Property Taxes

3110300 Personal Property Taxes

3110301 Current Taxes

3110302 Delinquent Taxes

Total 3110300 Personal Property Taxes

3110600 Penalties & Interest

3110601 Penalties & Interest

Total 3110600 Penalties & Interest

Total 3110000 General Property Taxes

3120000 Other Local Taxes

3120100 Local Sales & Use Taxes

3120200 Consumer Utility Taxes

3120210 Consumption Tax

3120300 Business License Taxes

3120500 Vehicle Fees

3120600 Bank Franchise Fees

3121000 Occupancy Tax

3121100 Meals Taxes

Total 3120000 Other Local Taxes

3130000 Permits/Fees/Reg Lic

3130307 Zoning Permits

3130308 Sign Permits

3130308 Special Use Permits

Total 3130000 Permits/Fees/Reg Lic

3140000 Fines and Forfeitures

3140101 Property Liens

3140101 Zoning Violations

Total 3140000 Fines and Forfeitures

3150000 Rev-Use of Money/Prop

3150100 Interest Income

	Year End FY18/19 YE	Year End FY19/20 YE	Budgeted FY20/21	Mid Year FY20/21	Next FY FY21/22 March/Apr	Next FY FY21/22 Rev 4/26/2021
3110100 Real Property Taxes	\$149,307.74	\$149,553.79	\$150,000.00	\$136,897.76	\$150,000.00	\$150,000.00
3110101 Current Taxes	\$5,148.66	\$4,286.65	\$1,100.00	\$967.90	\$1,100.00	\$1,100.00
3110102 Delinquent Taxes	\$154,456.40	\$153,840.44	\$151,100.00	\$137,865.66	\$151,100.00	\$151,100.00
Total 3110100 Real Property Taxes						
3110300 Personal Property Taxes	\$13,232.78	\$12,348.43	\$12,752.00	\$14,453.52	\$13,500.00	\$13,500.00
3110301 Current Taxes	\$128.64	\$70.19	\$25.00	-\$104.59	\$50.00	\$50.00
3110302 Delinquent Taxes	\$13,361.42	\$12,418.62	\$12,777.00	\$14,348.93	\$13,550.00	\$13,550.00
Total 3110300 Personal Property Taxes						
3110600 Penalties & Interest	\$2,290.96	\$2,807.00	\$2,000.00	\$157.86	\$2,000.00	\$2,000.00
3110601 Penalties & Interest	\$2,290.96	\$2,807.00	\$2,000.00	\$157.86	\$2,000.00	\$2,000.00
Total 3110600 Penalties & Interest						
Total 3110000 General Property Taxes	\$170,108.78	\$169,066.06	\$165,877.00	\$152,372.45	\$166,650.00	\$166,650.00
3120000 Other Local Taxes	\$47,391.41	\$51,019.51	\$40,000.00	\$25,503.58	\$50,000.00	\$51,000.00
3120100 Local Sales & Use Taxes	\$23,824.32	\$23,649.01	\$19,000.00	\$10,018.46	\$20,000.00	\$20,000.00
3120200 Consumer Utility Taxes	\$3,996.00	\$3,742.33	\$3,000.00	\$1,469.37	\$3,000.00	\$3,500.00
3120210 Consumption Tax	\$46,773.54	\$48,337.05	\$40,000.00	\$725.74	\$45,000.00	\$45,000.00
3120300 Business License Taxes	\$16,184.20	\$16,825.60	\$16,200.00	\$0.00	\$16,200.00	\$16,200.00
3120500 Vehicle Fees	\$41,693.00	\$40,443.00	\$30,300.00	\$0.00	\$38,000.00	\$42,000.00
3120600 Bank Franchise Fees	\$1,840.66	\$1,940.72	\$2,000.00	\$2,767.62	\$3,000.00	\$3,000.00
3121000 Occupancy Tax	\$37,502.91	\$28,438.82	\$32,550.00	\$9,463.17	\$25,000.00	\$25,000.00
3121100 Meals Taxes	\$219,206.04	\$214,396.04	\$183,050.00	\$49,947.94	\$200,200.00	\$205,700.00
Total 3120000 Other Local Taxes						
3130000 Permits/Fees/Reg Lic	\$700.00	\$675.00	\$250.00	\$50.00	\$250.00	\$250.00
3130307 Zoning Permits	\$0.00	\$0.00	\$100.00	\$200.00	\$100.00	\$100.00
3130308 Sign Permits	\$0.00	\$0.00	\$100.00	\$1,000.00	\$100.00	\$100.00
3130308 Special Use Permits	\$700.00	\$675.00	\$450.00	\$1,250.00	\$450.00	\$450.00
Total 3130000 Permits/Fees/Reg Lic						
3140000 Fines and Forfeitures	\$0.00	\$1,631.64	\$2,500.00	\$1,394.20	\$1,500.00	\$1,500.00 Page 1
3140101 Property Liens	\$0.00	\$0.00	\$500.00	\$800.00	\$500.00	\$500.00
3140101 Zoning Violations	\$0.00	\$1,631.64	\$0.00	\$0.00	\$0.00	\$0.00
Total 3140000 Fines and Forfeitures						
3150000 Rev-Use of Money/Prop	\$7,878.45	\$4,907.19	\$4,800.00	\$1,593.94	\$4,200.00	\$4,200.00
3150100 Interest Income						

3150200 Rental Income	\$1,250.00	\$845.00	\$800.00	\$100.00	\$800.00	\$800.00
Total 3150000 Rev.-Use of Money/Prop	\$9,128.45	\$9,015.47	\$8,600.00	\$3,888.14	\$7,000.00	\$7,000.00
3165300 Garbage Fees						
3165310 Garbage Collection Fee	\$81,904.60	\$88,693.69	\$86,600.00	\$44,898.50	\$90,000.00	\$96,000.00 With increase
Total 3165300 Garbage Fees						
Total 3160000 Charges for Services	\$81,904.60	\$88,693.69	\$86,600.00	\$44,898.50	\$90,000.00	\$96,000.00
3180000 Miscellaneous Revenue						
Miscellaneous Revenue						
3189929 Christmas Mkt.	\$178.00	\$3,433.21	\$0.00	\$5,354.59	\$6,000.00	\$6,000.00
			\$0.00	\$0.00	\$0.00	\$0.00
3189927 Christmas Eve Luminaries	\$0.00	\$77.00	\$0.00	\$105.00	\$0.00	\$0.00
3189926 Christmas Parade	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00
3189925 Mountain Magic	\$6,462.25	\$11,189.00	\$0.00	\$3,463.91	\$7,500.00	\$7,500.00
3189924 Botetourt Co. Fair	\$753.00	\$860.00	\$0.00	\$0.00	\$200.00	\$200.00
3189923 Buchanan Tri	\$1,400.00	\$1,950.11	\$0.00	\$0.00	\$0.00	\$0.00
3189922 Pork by the James	\$4,102.64	\$8,427.11	\$0.00	\$0.00	\$8,500.00	\$8,500.00
3189921 Reggae by the River	\$14,466.16	\$9,241.70	\$0.00	\$0.00	\$11,000.00	\$11,000.00
3189920 Bot.Co.Fishing Carnival	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00
3189919 LEU Police Bicycle Tour	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00
3189918 Buchanan Garden Festival	\$1,934.75	\$315.00	\$0.00	\$0.00	\$2,500.00	\$2,000.00
3189917 Civil War History Weekend	\$1,895.00	\$1,095.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00
3189916 Easter Egg Hunt	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$300.00
3189915 Acoustic Endeavors	\$1,170.00	\$770.00	\$0.00	\$0.00	\$0.00	\$0.00
3189914 Soup Night Cash Mob	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3189913 Epiphany Bon Fire	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3189905 Overage/ Shortage	\$0.00	-\$15.82	\$0.00	\$101.45	\$0.00	\$0.00
3189904 Other	\$985.60	\$4,885.50	\$0.00	\$4,859.93	\$0.00	\$0.00
3189904 Small Bus. App. Recp.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3189903 Gifts and Donations	\$0.00	\$0.00	\$0.00	\$20.00	\$1,000.00	\$1,000.00
3189910 Arbor Day Donations	\$1,325.00	\$1,485.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
3189911 Event Fees	\$7,605.00	\$8,057.00	\$0.00	\$0.00	\$700.00	\$700.00 Page 2
3189912 Carnival Proceeds	\$0.00	\$0.00	\$70,000.00	\$0.00	\$70,000.00	\$70,000.00
3189999 Overpayments	\$19.33	\$40.50	\$0.00	\$1,076.71	\$0.00	\$0.00
Miscellaneous Revenue - Other	\$0.00	\$207.01	\$0.00	\$0.00	\$0.00	\$0.00
Total Miscellaneous Revenue	\$42,296.73	\$52,017.32	\$70,000.00	\$14,981.59	\$111,850.00	\$1,000.00 911 Event
Total 3180000 Miscellaneous Revenue						\$112,350.00
Total 3100000 Local Revenue						
3200000 Rev from Commonwealth						

3220000 Non-Categorical Aid									
3220150 Communications Tax	\$2,456.11	\$150.76	\$2,650.00	\$940.83	\$2,275.00	\$2,275.00	\$2,275.00	\$2,275.00	\$2,275.00
3220107 Rolling Stock Taxes	\$3,350.62	\$3,283.04	\$3,350.00	\$3,283.04	\$3,250.00	\$3,250.00	\$3,250.00	\$3,250.00	\$3,250.00
3220108 HB599 Aid Local Police	\$31,565.00	\$32,888.00	\$31,665.00	\$16,444.00	\$32,888.00	\$32,888.00	\$32,888.00	\$32,888.00	\$32,888.00
3220109 PPTRA-Car Tax Relief	\$11,608.54	\$11,608.54	\$11,608.00	\$11,608.54	\$11,609.00	\$11,609.00	\$11,609.00	\$11,609.00	\$11,609.00
Total 3220000 Non-Categorical Aid	\$48,980.27	\$50,295.81	\$49,273.00	\$32,276.41	\$50,022.00	\$50,022.00	\$50,022.00	\$50,022.00	\$50,022.00
3240000 Categorical Aid									
3240701 VA Commission Arts Grt	\$0.00	\$4,500.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
3240102 State Forestry Dept	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3240101 Fire Programs Funds	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
3240108 Community Business Launch		\$18,000.00	\$30,000.00	\$27,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total 3240000 Categorical Aid	\$10,000.00	\$32,500.00	\$40,000.00	\$27,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00	\$14,000.00
Total 3200000 Rev from Commonwealth	\$58,980.27	\$82,795.81	\$89,273.00	\$59,276.41	\$64,022.00	\$64,022.00	\$64,022.00	\$64,022.00	\$64,022.00
3300000 Rev from Federal Gov't									
3330000 Categorical Aid									
3330210 Fed Forest Land Mgmt	\$0.00	\$1,404.00	\$0.00	\$1,404.00	\$1,404.00	\$1,404.00	\$1,404.00	\$1,404.00	\$1,404.00
Total 3330000 Categorical Aid									
3300000 Rev from Federal Gov't - Other									
Total 3300000 Rev from Federal Gov't	\$0.00	\$0.00	\$0.00	\$16,312.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3410000 Non-Revenue Receipts									
3410100 Insurance Recovery	\$366.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total 3410000 Non-Revenue Receipts									
3410500 Interfund Transfers									
	\$0.00	\$0.00	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3410501 Transfers fr General Fd									
Total 3410500 Interfund Transfers	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Income	\$582,691.18	\$616,659.39	\$643,850.00	\$344,331.50	\$641,576.00	\$641,576.00	\$641,576.00	\$641,576.00	\$641,576.00
Expense									
01 General Government Admin									
001 Legislative									
11110 Town Council									
1100 Salaries									
2100 FICA/ Medicare Tax & VA unEmp INS	\$2,640.00	\$3,840.00	\$5,050.00	\$2,160.00	\$5,050.00	\$5,050.00	\$5,050.00	\$5,050.00	\$5,050.00
3600 Advertising	\$215.53	\$311.01	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5540 Convention & Education	\$4,820.45	\$4,159.92	\$2,250.00	\$1,183.00	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00
5600 Mileage Reimbursement	\$2,938.02	\$1,725.88	\$1,000.00	\$25.00	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00
	\$2,073.47	\$275.50	\$250.00	\$63.83	\$250.00	\$250.00	\$250.00	\$250.00	\$250.00

5800 Miscellaneous Expense	\$4,212.08	\$1,398.32	\$100.00	\$251.93	\$250.00	\$250.00
5810 Dues and Memberships	\$4,574.88	\$3,061.94	\$2,000.00	\$989.29	\$1,500.00	\$1,500.00
Total 11110 Town Council	\$21,474.43	\$14,772.57	\$10,900.00	\$4,673.05	\$9,550.00	\$9,550.00
Total 001 Legislative	\$21,474.43	\$14,772.57	\$10,900.00	\$4,673.05	\$9,550.00	\$9,550.00
02 General & Financial Admin						
12210 Legal Services	\$33,325.98	\$27,508.21	\$25,000.00	\$4,837.23	\$15,000.00	\$15,000.00
3100 Professional Services						
Total 12210 Legal Services	\$33,325.98	\$27,508.21	\$20,000.00	\$4,837.23	\$15,000.00	\$15,000.00
12240 Independent Auditor						
3100 Professional Services	\$12,000.00	\$12,600.00	\$14,000.00	\$0.00	\$14,000.00	\$14,000.00
Total 12240 Independent Auditor						
12410 Clerk-Treasurer						
1100 Salaries	\$73,744.56	\$92,897.21	\$79,500.00	\$41,872.16	\$80,000.00	\$60,000.00
1110 Overtime	\$0.00	\$802.79	\$1,000.00	\$3,092.86	\$1,000.00	\$1,000.00
1120 Bonus	\$2,800.00	\$1,100.00	\$0.00	\$1,000.00	\$0.00	\$0.00
2100 FICA/Medicare Tax	\$5,877.29	\$7,251.71	\$7,500.00	\$10,394.17	\$15,000.00	\$15,000.00
2110 Virginia Unemployment Ins	\$393.32	\$416.95	\$750.00	\$75.74	\$150.00	\$150.00
2210 IRA Contribution	\$1,356.01	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2210 VRS Contribution	\$240.81	\$4,744.08	\$1,930.00	\$1,659.94	\$3,250.00	\$3,250.00
2300 Health Insurance	\$12,008.84	\$7,229.23	\$9,000.00	\$3,005.77	\$6,500.00	\$21,047.00
3120 Accounting Services	\$9,394.03	\$17,267.53	\$11,000.00	\$5,418.58	\$11,000.00	\$11,000.00
3130 Bank Service Charges	\$299.40	\$760.66	\$400.00	\$99.80	\$400.00	\$400.00
3500 Printing and Binding	\$1,078.11	\$1,080.48	\$1,250.00	\$1,106.84	\$1,250.00	\$1,250.00
3600 Advertising	\$50.88	\$0.00	\$800.00	\$0.00	\$500.00	\$500.00
5210 Postal Services	\$6,014.55	\$5,365.72	\$4,500.00	\$1,408.10	\$3,250.00	\$3,250.00
5230 Telecommunications	\$1,605.40	\$3,009.66	\$3,100.00	\$1,597.04	\$3,100.00	\$3,100.00
5401 Copy Machine Rental	\$880.78	\$3,095.19	\$3,250.00	\$1,488.97	\$3,000.00	\$3,000.00
5800 Miscellaneous Expense	-\$567.52	\$77.86	\$50.00	\$0.00	\$0.00	\$0.00
5600 Mileage Reimbursement	\$0.00	\$103.70	\$200.00	\$96.37	\$200.00	\$200.00 Page 4
8101 Machinery & Equipment	\$5,408.71	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5810 Dues and Memberships	\$291.36	\$310.31	\$300.00	\$67.99	\$300.00	\$300.00
6001 Office Supplies	\$6,294.50	\$4,501.39	\$4,500.00	\$2,072.86	\$4,500.00	\$4,500.00
Total 12410 Clerk-Treasurer	\$127,171.03	\$150,014.47	\$129,030.00	\$74,457.19	\$133,400.00	\$127,947.00
12510 Town Manager						
1100 Salaries	\$54,500.16	\$73,887.41	\$55,590.00	\$34,076.43	\$60,000.00	\$57,500.00
1120 Bonus	\$1,000.00	\$2,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00
2100 FICA/Medicare Tax	\$4,245.76	\$5,805.38	\$2,750.00	\$0.00	\$0.00	\$0.00

2110 Virginia Unemployment Ins	\$285.21	\$337.28	\$0.00	\$0.00	\$0.00	\$0.00
2210 IRA Contribution	\$1,016.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2213 VRS	\$150.12	\$1,933.24	\$100.00	\$570.64	\$1,200.00	\$1,067.00
2300 Health Insurance	\$6,466.78	\$7,322.59	\$6,600.00	\$3,170.30	\$6,600.00	\$11,069.00
5600 Mileage Reimbursement	\$0.00	\$518.52	\$850.00	\$81.65	\$450.00	\$450.00
800 Miscellaneous Expense	\$0.00	\$1,178.50	\$500.00	\$0.00	\$500.00	\$500.00
5810 Dues and Memberships	\$0.00	\$946.00	\$750.00	\$0.00	\$750.00	\$750.00
Total 12510 Town Manager	\$67,664.11	\$93,928.92	\$67,140.00	\$38,899.02	\$69,500.00	\$71,336.00
Total 02 General & Financial Admin	\$240,161.12	\$284,051.60	\$230,170.00	\$118,193.44	\$231,900.00	\$228,283.00
03 Public Safety						
001 Law Enforcement						
31100 Police Department						
Total 001 Law Enforcement	\$45,497.75	\$35,000.00	\$35,000.00	\$17,500.00	\$35,000.00	\$35,000.00
002 Fire & Rescue Services						
32200 Volunteer Fire Department						
5600 Lt Purchase for Fire Dept.	\$11,492.01	\$15,340.22	\$0.00	\$0.00	\$0.00	\$0.00
5601 Grant (Firefighter)	\$0.00	\$0.00	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00
5602 Building Maintenance	\$2,442.16	\$7,654.96	\$5,000.00	\$1,833.38	\$5,000.00	\$5,000.00
Total 002 Fire & Rescue Services	\$13,934.17	\$22,995.18	\$15,000.00	\$1,833.38	\$15,000.00	\$15,000.00
Total 03 Public Safety	\$59,431.92	\$57,995.18	\$50,000.00	\$19,333.38	\$50,000.00	\$50,000.00
04 Public Works						
43200 Maint of Gen Properties						
1100 Salaries & Wages	\$62,742.26	\$43,956.25	\$45,000.00	\$28,762.82	\$47,500.00	\$47,500.00
1110 Overtime	\$249.00	\$1,898.84	\$1,500.00	\$772.86	\$2,000.00	\$2,000.00
1120 Bonus	\$3,100.00	\$1,450.00	\$0.00	\$1,500.00	\$0.00	\$0.00
2100 FICA/Medicare Tax	\$5,052.81	\$3,618.85	\$7,500.00	\$0.00	\$0.00	\$0.00
2110 Virginia Unemployment Ins	\$341.15	\$209.83	\$660.00	\$0.00	\$0.00	\$0.00
2210 IRA Contribution	\$948.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2213 VRS	\$172.80	\$2,787.19	\$780.00	\$538.47	\$1,100.00	\$1,100.00
2300 Health Insurance	\$15,445.68	\$24,631.95	\$22,000.00	\$12,297.05	\$25,000.00	\$25,000.00
3310 Repair & Maint Services	\$5,043.16	\$12,774.66	\$5,000.00	\$1,828.35	\$5,000.00	\$5,000.00
3320 Street Repair-Snow Removal	\$5,443.00	\$3,595.00	\$5,000.00	\$0.00	\$5,000.00	\$5,000.00
3322 Janitorial Services	\$4,471.88	\$3,509.45	\$3,600.00	\$2,125.92	\$3,600.00	\$3,600.00
5100 Electricity - Streetlights	\$13,784.03	\$13,798.53	\$12,000.00	\$5,651.54	\$11,000.00	\$11,000.00
5110 Electricity - Town Hall	\$4,178.23	\$2,534.25	\$2,600.00	\$2,058.12	\$2,750.00	\$2,750.00
5120 Heating Fuel	\$3,470.98	\$2,456.17	\$3,000.00	\$479.25	\$2,500.00	\$2,500.00
5230 Telecommunications/ Cell Phones	\$3,356.04	\$4,175.36	\$3,500.00	\$1,507.75	\$3,250.00	\$3,500.00
5308 General Liability Insur	\$15,563.00	\$18,785.00	\$20,000.00	\$0.00	\$20,000.00	\$20,000.00

5811 Uniforms & Safety Clothing	\$1,347.00	\$3,541.79	\$4,600.00	\$997.37	\$2,500.00	\$2,500.00
5812 Safety footwear	\$0.00	\$369.90	\$500.00	\$0.00	\$500.00	\$500.00
6007 Repair and Mani Supplies	\$10,130.55	\$8,168.80	\$5,000.00	\$1,116.59	\$5,000.00	\$5,000.00
6008 Vehicle & Equip. Fuel	\$5,951.67	\$3,477.15	\$2,500.00	\$1,506.27	\$3,000.00	\$3,000.00
8002 Capital Outlay	\$0.00	\$0.00	\$0.00	\$339.80	\$0.00	\$0.00
Total 43200 Maint of Gen Properties	\$160,791.71	\$155,738.97	\$144,740.00	\$61,482.16	\$139,700.00	\$139,950.00
44000 Trash Department						
33301 Brush Grinding	\$7,500.00	\$0.00	\$8,500.00	\$86.10	\$9,000.00	\$9,000.00
33201 Trash Pickup	\$81,755.32	\$81,221.51	\$83,000.00	\$39,047.00	\$82,000.00	\$82,000.00
Total 44000 Trash Department	\$89,255.32	\$81,221.51	\$91,500.00	\$39,133.10	\$91,000.00	\$91,000.00
07 Parks, Events & Cultural						
71100 Parks & Recreation						
5810 Arbor Day Celebration	\$839.00	\$2,078.19	\$0.00	\$0.00	\$2,000.00	\$2,000.00
5811 Epiphany Bon Fire	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5812 Soup Night Cash Mob	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5813 Acoustic Endeavors Concert	\$0.00	\$1,275.00	\$0.00	\$0.00	\$0.00	\$0.00
5814 Easter Egg Hunt	\$0.00	\$103.06	\$0.00	\$0.00	\$300.00	\$300.00
5815 Civil War History Weekend	\$0.00	\$1,095.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00
5816 Buchanan Garden Festival	\$0.00	\$315.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00
5817 LEU Police Bicycle Tour	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00
5818 Botetourt County Fishing Carnival	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00	\$75.00
5819 Reggae By the River	\$353.10	\$7,496.44	\$0.00	\$0.00	\$8,000.00	\$8,000.00
5820 Pork By the James BBQ Competition	\$0.00	\$6,249.36	\$0.00	\$0.00	\$8,000.00	\$8,000.00
5821 Buchanan Tri- Run, Ride River Race	\$0.00	\$1,107.77	\$0.00	\$0.00	\$0.00	\$0.00
5822 Botetourt County Fair	\$0.00	\$58.80	\$0.00	\$0.00	\$101.00	\$101.00
5823 Mountain Magic	\$0.00	\$5,024.78	\$0.00	\$111.76	\$5,000.00	\$5,000.00
5824 Christmas Parade	\$0.00	\$1,537.51	\$0.00	\$0.00	\$500.00	\$500.00
5825 Christmas Eve Luminaries	\$0.00	\$1,120.72	\$0.00	\$500.00	\$0.00	\$0.00
5826 Block Party	\$0.00	\$1,200.00	\$0.00	\$0.00	\$0.00	\$0.00
5827 Misc. Event Supplies	\$765.83	\$0.00	\$0.00	\$3,241.66	\$0.00	\$0.00
5828 Small Business Appr.		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5829 Christmas Mrk.		-\$275.00	\$0.00	\$0.00	\$0.00	\$0.00
3600 Advertising	\$3,965.00	\$4,177.49	\$0.00	\$5,299.58	\$5,000.00	\$5,000.00
5840 Town Events/ Other	\$27,278.98	\$3,609.64	\$0.00	\$2,172.50	\$2,000.00	\$2,000.00
6013 Recreational Supplies	\$807.36	\$890.77	\$0.00	\$2,000.00	\$1,200.00	\$1,200.00
Total 71100 Parks & Recreation	\$34,009.27	\$37,064.53	\$0.00	\$13,791.00	\$37,226.00	\$37,226.00
71200 Carnival						
5999 Remittance to Botetourt Co.		\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00

3310 Repairs & Maint Contract	\$4,046.08	\$26.11	\$0.00	\$0.00	\$0.00	\$0.00
5110 Utilities	\$6,035.28	\$4,428.09	\$0.00	\$0.00	\$5,000.00	\$5,000.00
5801 Carnival Operations	\$76,213.95	\$20,835.43	\$19,960.00	\$0.00	\$20,000.00	\$20,000.00
Total 71200 Carnival	\$86,295.31	\$45,289.63	\$19,960.00	\$0.00	\$25,000.00	\$25,000.00
Total 07 Parks, Events & Cultural	\$120,304.58	\$82,354.16	\$19,960.00	\$13,791.00	\$62,226.00	\$62,226.00
08 Community Development						
81200 Community Revitalization						
1100 Salaries & Wages	\$45,361.88	\$46,262.47	\$46,500.00	\$23,807.04	\$46,500.00	\$46,500.00
1120 Bonus	\$1,000.00	\$600.00	\$0.00	\$500.00	\$0.00	\$0.00
2100 FICA/Medicare Tax	\$3,547.34	\$3,518.23	\$2,750.00	\$0.00	\$0.00	\$0.00
2110 Virginia Unemployment Ins	\$238.25	\$210.56	\$0.00	\$0.00	\$0.00	\$0.00
2213 VRS	\$972.38	\$1,599.67	\$500.00	\$475.16	\$1,000.00	\$1,000.00
2300 Health Insurance	\$12,106.03	\$13,415.46	\$13,250.00	\$5,936.10	\$12,000.00	\$12,000.00
3600 Advertising	\$2,550.00	\$5,721.25	\$1,580.00	\$4,678.75	\$2,500.00	\$2,500.00
5602 Donation After Prom Party	\$200.00	\$200.00	\$0.00	\$0.00	\$200.00	\$200.00
5603 Donation to Theater	\$0.00	\$15,000.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00
5604 Town Flowers/Baskets	\$2,120.84	\$2,962.47	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00
Total 81200 Community Revitalization	\$8.64	-\$872.51				
Total 08 Revitalization	\$68,105.36	\$88,617.60	\$66,580.00	\$35,397.05	\$68,200.00	\$68,200.00
09 No departmental						
004 Capital Projects						
94100 General Improvements						
94100 General Capital Outlay	\$0.00	\$1,312.03	\$0.00		\$0.00	\$0.00
94104 \Community Development Town Grant	\$0.00	\$18,000.00	\$30,000.00	\$16,906.53	\$0.00	\$0.00
94105 Playground	\$8,601.21	\$419.50	\$0.00		\$1,500.00	\$1,867.00
94108 COVID				\$6,359.25	\$0.00	\$0.00
94199 (Contingency-Technology	\$6,239.67	\$5,644.25	\$0.00	\$0.00	\$2,500.00	\$2,500.00
94199 (Transfer to sewer	\$26,364.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total 94100 General Improvements	\$41,205.19	\$25,375.78	\$30,000.00	\$23,265.78	\$4,000.00	\$4,367.00
Total Expense	\$800,729.63	\$790,127.37	\$643,850.00	\$315,268.96	\$656,576.00	\$653,576.00
			\$0.00	\$29,062.54	-\$15,000.00	\$0.00

Utility Funds

Ordinary Income/Expense	Utility Funds				
	Year End FY18/19 YE	Year End FY19/20 YE	Budgeted FY20/21	Mid Year FY20/21	Next FY FY21/22
Income					
3165100 Water Revenues					
3165110 Water Services	\$328,878.44	\$342,889.99	\$336,602.00	\$169,044.87	\$340,000.00
3165111 Water Sales	\$777.44	\$250.00	\$600.00	\$0.00	\$500.00
3165120 Water Penalties	\$13,075.24	\$23,819.47	\$22,000.00	\$6,765.75	\$21,000.00
3165130 Reconnect Fees	\$3,480.00	\$3,900.00	\$4,000.00	\$900.00	\$4,000.00
3165190 Water Hook Up Fees	\$2,200.00	\$400.00	\$200.00	\$2,200.00	\$1,000.00
Total 3165100 Water Revenues	\$348,411.12	\$371,259.46	\$363,402.00	\$178,910.62	\$366,500.00
3165200 Sewer Revenues					
3165210 Sewer Services	\$167,356.43	\$164,218.97	\$196,700.00	\$100,319.40	\$196,000.00
Total 3165200 Sewer Revenues	\$569.47	\$571.76	\$0.00		
Total 3160000 Charges for Services	\$516,337.02	\$536,050.19	\$560,102.00	\$279,230.02	\$562,500.00
3200000 Rev from Commonwealth					
3240201 VA Dept of Health Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total 32000000 Rev from Commonwealth					
3300000 Rev from Federal Gov't					
3330000 Categorical Aid					
3330201 USDA SEARCH Grant	\$0.00	\$0.00	\$40,000.00	\$0.00	\$0.00
3240 Safe Drinking Water Gant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
341107 Proceeds from RD Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total 3330000 Categorical Aid					
3300000 Rev from Federal Gov't - Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total 33000000 Rev from Federal Gov't					
3410000 Non-Revenue Receipts					
3410402 Rural Development Loan	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total 3410400 Proceeds from Debt	\$11,910.00				
Total 3410000 Non-Revenue Receipts	\$26,364.31	\$1,485.80			
Total Income	\$542,701.33	\$549,445.99	\$600,102.00	\$279,230.02	\$562,500.00
Expense					
44100 Water Operations					
1100 Salaries & Wages	\$22,574.31	\$14,566.54	\$16,000.00	\$5,811.80	\$20,000.00

1110 Overtime	\$301.13	\$1,247.42	\$1,000.00	\$120.83	\$2,500.00
2100 FICA/Medicare	\$1,749.97	\$1,199.17	\$100.00	\$0.00	\$250.00
2110 Virginia Unemployment Tax	\$117.22	\$70.80	\$20.00	\$0.00	\$0.00
2210 IRA Contribution	\$0.00	\$0.00	\$100.00	\$0.00	\$0.00
3100 Prof Svcs & Miss Utility	\$2,593.21	\$112.32	\$250.00	\$221.01	\$1,000.00
3110 Operating Contract	\$66,896.04	\$66,896.04	\$67,000.00	\$22,298.68	\$67,000.00
3310 Repairs & Maint Contract	\$11,861.21	\$8,900.00	\$10,000.00	\$871.94	\$10,000.00
3700 Permits	\$1,813.65	\$4,538.65	\$4,600.00	\$4,502.65	\$10,000.00
5110 Utilities	\$7,997.76	\$9,968.05	\$9,000.00	\$2,646.45	\$9,000.00
5810 Dues and Memberships	\$34.02	\$10.40	\$0.00	\$0.00	\$0.00
6007 Repair & Maint Supplies	\$12,445.98	\$15,801.73	\$15,000.00	\$1,972.46	\$15,000.00
6008 Vehicle & Equip Fuels	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6009 Vehicle & Equip Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6014 Operating Supplies	\$3,311.81	\$13,960.33	\$5,000.00	\$9,426.90	\$15,000.00
8101 Machinery & Equipment Cost	\$0.00	\$0.00	\$2,000.00	\$2,966.66	\$4,000.00
Total 44100 Water Operations	\$131,696.31	\$137,271.45	\$130,070.00	\$50,839.38	\$153,750.00
44110 Water Filtration Plant					
3310 Repairs & Maint Contract	\$11,321.77	\$7,945.61	\$8,000.00	\$0.00	\$8,000.00
5110 Utilities	\$7,461.16	\$7,832.80	\$8,000.00	\$2,022.94	\$7,000.00
5230 Telecommunications	\$1,450.89	\$923.48	\$1,000.00	\$269.37	\$1,000.00
6014 Operating Supplies	\$2,002.20	\$3,335.05	\$2,400.00	\$965.85	\$2,200.00
8101 Machinery & Equipment Cost	\$248.57	\$0.00	\$35,500.00	\$0.00	\$0.00
Total 44110 Water Filtration Plant	\$22,484.59	\$20,036.94	\$54,900.00	\$3,258.16	\$18,200.00
44200 Sewer Operations					
5230 Telecommunications	\$1,507.96	\$2,291.30	\$2,200.00	\$1,117.98	\$2,500.00
1100 Salaries & Wages	\$9,680.04	\$12,836.25	\$11,000.00	\$3,553.40	\$11,000.00
1110 Overtime	\$1,122.00	\$1,110.00	\$1,000.00	\$0.00	\$1,000.00
2100 FICA/Medicare	\$826.36	\$1,066.89	\$60.00	\$0.00	\$60.00
2110 Virginia Unemployment Tax	\$55.51	\$62.22	\$12.00	\$0.00	\$0.00
2210 IRA Contribution	\$0.00	\$83.23	\$60.00	\$0.00	\$0.00
3100 Prof Svcs & Miss Utility	\$68.29	\$112.38	\$100.00	\$221.02	\$250.00
3110 Operating Contract	\$47,244.96	\$50,156.16	\$53,000.00	\$17,689.12	\$53,000.00
3310 Repairs & Maint Contract	\$26,111.90	\$15,300.63	\$15,000.00	\$1,079.94	\$15,000.00

3320 Sludge Disposal	\$4,421.72	\$7,578.11	\$8,000.00	\$1,988.20	\$8,000.00
3700 Permits	\$2,778.00	\$90.00	\$1,500.00	\$0.00	\$1,500.00
5110 Utilities	\$21,349.51	\$23,455.06	\$20,500.00	\$7,121.00	\$20,500.00
5410 Lease/Rent of Equipment	\$2,108.46	\$520.00	\$1,000.00	\$327.00	\$1,000.00
6007 Repair & Maint Supplies	-\$0.07	\$6,467.60	\$7,500.00	\$449.05	\$7,500.00
6009 Vehicle & Equip Supplies	\$18,428.40	\$79.20	\$0.00	\$0.00	\$0.00
6014 Operating Supplies	\$13,838.12	\$3,653.40	\$6,000.00	\$431.43	\$6,000.00
8101 Machinery & Equipment Cost	\$492.16	\$464.76	\$6,500.00	\$7,158.47	\$8,000.00
Total 44200 Sewer Operations	\$150,033.32	\$125,327.19	\$133,432.00	\$41,136.61	\$135,310.00
Total 04 Public Works					
94200 Water Projects					
94201 Water Line Replacement	\$0.00		\$0.00	\$0.00	\$0.00
94203 Water Distribution Proj	\$0.00		\$0.00	\$0.00	
94204 Water Pipe Repl Phase II	\$0.00		\$0.00		
94 Well Site	\$0.00		\$0.00		
94298 Transfer to Escrow Acct	\$0.00		\$0.00		
Total 94200 Water Projects					
94300 Sewer Projects					
94 Town Manager Salary	\$0.00		\$0.00		\$7,500.00
Treasurer/Clerk Salary	\$0.00				\$20,000.00
94302 WWTP Improvements	\$0.00	\$50,000.00	\$32,323.00	\$31,600.00	\$20,000.00
94 Misc Sewer Repairs or Truck	\$0.00	\$10,218.39	\$21,700.00		\$10,073.00
94 Engineering services	\$0.00				\$10,000.00
Total 94300 Sewer Projects	\$0.00				\$67,573.00
Total 004 Capital Projects					
005 Debt Service	\$36,705.84	\$36,234.31	\$40,000.00		
95500 Water Debt Service	\$328,881.30	\$328,870.00			
95510 Principal Payments	\$85,305.42	\$83,489.62	\$187,677.00	\$54,602.78	\$187,667.00
Total 95500 Water Debt Service					
Total Expense	\$755,106.78	\$731,229.51	\$600,102.00	\$130,597.55	\$562,500.00
(Deficit)	-\$212,405.45	-\$181,783.52	\$0.00	\$148,632.47	\$0.00

AGREEMENT FOR LAW ENFORCEMENT SERVICES

As of the 23rd day of May, 2018, Ronald N. Sprinkle, in his official capacity as Sheriff of Botetourt County, Virginia (the "Sheriff"), the Board of Supervisors of Botetourt County, Virginia (the "County"), and the Town Council of the Town of Buchanan, Virginia, (the "Town"), agree as follows:

WHEREAS, the Town, a municipal corporation within Botetourt County, wishes to contract with the Sheriff and the County to provide additional law-enforcement services within the Town limits beyond those customarily provided in the unincorporated areas of the County, and to enforce the Town Code of ordinances; and

WHEREAS, the Sheriff, on mutually agreeable terms, wishes to contract with the Town to provide law-enforcement services within the Town limits, and to enforce the Town Code; and

WHEREAS, the County is agreeable to such arrangement; and

WHEREAS, § 15.2-1726 of the Code of Virginia, 1950, as amended, permits the Sheriff, the Town, and the County to enter into such an arrangement under the terms set forth herein:

WITNESSETH:

NOW THEREFORE, the Town, the Sheriff, and the County, in consideration of the premises hereof and the mutual promises set forth herein, as well as other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, do hereby agree:

1. *Sheriff Designated as Chief Law Enforcement Officer for Town.* The Sheriff shall be the chief law-enforcement officer for the Town, and whenever the Town Charter or the Town Code provides that authority is to be exercised or responsibility is to be fulfilled by the town sergeant, town police chief, or the like, such term shall be construed to refer to the Sheriff. The Sheriff is further authorized to enforce the provisions of the Town Code within the Town's corporate limits, as authorized by Va. Code § 15.2-1726.

2. *Hours to be Spent in Town.* This Agreement is in the nature of a services contract. The Sheriff shall provide, through duly-sworn deputies, law enforcement services for the Town, including enforcement within the corporate limits and on real estate owned by the Town, for not less than 40 hours per week above and beyond the level of law enforcement provided in the unincorporated areas of the County. These services are hereby agreed to be police services equal to or greater than the police services last furnished by the town's police department for purposes of the definition of "Police department" under Va. Code § 9.1-165.

3. *Services to be Provided by Sheriff.* The Sheriff or his duly-sworn deputies shall provide law enforcement services within the Town limits, with the primary objective of enforcing the provisions of the Town Code. For the number of hours set forth in section 2, the Sheriff shall provide such law-enforcement services within the Town corporate limits as he may deem necessary for the proper enforcement of state and local law; provided, however, that his primary objectives shall be to:

- a. Enforce the Town loitering law within reason;
- b. Enforce the Town parking ordinances within the Town municipal limits within reason;
- c. Enforce the legal speed limits within the Town;
- d. Perform limited foot patrols within the Town;
- e. Enforce violations of the Town noise ordinance pursuant to Chapter 13 of the Town Code;
- f. Provide best efforts to assist with I-81 traffic control that is redirected through Buchanan from time to time;

- g. Provide enforcement and traffic control at Town events of limited scope such as parades.

The Sheriff shall coordinate with the Buchanan Town Manager on the hours to be worked by any deputy assigned to the Town in order to best use his or her services. The Town understands that deputies who are assigned to shifts pursuant to this Agreement may be called away due to emergencies elsewhere in the County. However, if a deputy is called away, time spent on such emergencies will not be counted toward the 40 hours contemplated under this Agreement. These services are not intended to include law enforcement services for major events, such as the Town Carnival, where overtime is required to provide the needed coverage. Such services, if desired by the Town, shall be billed separately for the actual overtime hours worked. Coverage for such events that are provided by officers on their regular schedule shall be considered to be a part of the services listed above.

4. *Fees & Billing.* The Town shall pay the County a flat amount of \$35,000 per year for the services provided under this Agreement. The Town shall pay this sum in 12 equal monthly installments each year.

5. *Integration.* This Agreement constitutes the full and complete agreement of the Parties respecting its subject matter, and any prior or contemporaneous agreements or understandings, written or oral, are hereby merged into and superseded by the provisions of this Agreement. This Agreement may only be amended or supplemented by a subsequent writing of equal dignity except where expressly set forth herein. This Agreement may not be assigned by a Party without the prior written consent of the other Parties.

6. *Choice of law.* This Agreement shall be construed according to the laws of the Commonwealth of Virginia without regard to its principles of conflicts of laws. The Parties

consent to exclusive venue and jurisdiction in the Circuit Court for Botetourt County, Virginia, and shall not file any suit in any other court.

7. *Severability.* This Agreement is severable, and if any provision is found to be invalid by any court of competent jurisdiction, the remainder shall survive.

8. *Counterparts.* This Agreement may be executed by facsimile, electronic or original signature of the Parties and in counterparts which, assuming no modification or alteration, shall constitute an original and when taken together, shall constitute one and the same instrument.

9. *Waiver.* The failure of either Party to this Agreement to insist upon strict compliance with any term herein shall not be construed to be a waiver of that requirement.

10. *Term.* This Agreement shall be for a three-year term, beginning on July 1, 2018, and continuing through June 30, 2021. If notice is not given of intent to terminate by 30 days before the end of the term, this Agreement shall renew year-to-year.

11. *Further Assurances.* If any further resolution, ordinance, or act is required in order to fully effectuate this Agreement, the Parties hereby agree to take such further act.

IN WITNESS WHEREOF, see the following seals and signatures:

For RONALD M. SPRINKLE, BOTETOURT COUNTY
SHERIFF:

/s/ Ronald M. Sprinkle
Ronald N. Sprinkle, Sheriff

For the TOWN COUNCIL OF THE TOWN OF
BUCHANAN, VIRGINIA:

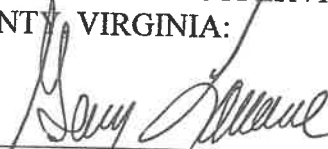
/s/ Craig Bryant
Craig Bryant, Mayor

APPROVED AS TO FORM:



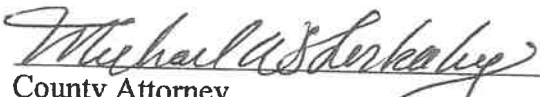
Town Attorney

For the BOARD OF SUPERVISORS OF BOTETOURT
COUNTY, VIRGINIA:

/s/ 

Gary P. Larowe, County Administrator

APPROVED AS TO FORM:



County Attorney

2. Hours to be Spent in Town. This Agreement is in the nature of a services contract. The Sheriff shall provide, through duly-sworn deputies, law enforcement services for the Town, including enforcement within the corporate limits and on real estate owned by the Town for not less than 40 hours per week above and beyond the level of law enforcement provided in the unincorporated areas of the County. These services are hereby agreed to be police services equal to or greater than the police services last furnished by the town's police department for purposes of the definition of "Police department" under VA Code 9.1-165.

3. Services to be Provided by Sheriff. The Sheriff or his duly-sworn deputies shall provide law enforcement services within the Town limits, with the primary objective of enforcing the provisions of the Town Code. For the number of hours set forth in section 2, the Sheriff shall provide such law-enforcement services within the Town corporate limits as he may deem necessary for the proper enforcement of state and local law; provided, however that his primary objectives shall be to:

- a. Enforce the Town loitering law within reason;
- b. Enforce the Town parking ordinances within the town municipal limits within reason;

Recent issue: parking by the James River Drip on Main Street and blocking the alley behind the building. Parking on the road on Lowe Street. Speeding down Lowe Street and not allowing people to cross

- c. Enforce the legal speed limits within the Town;

Not just main streets, but side streets as well, including Culpeper, Boyd and 13th Street intersections. Portable speed limit alert stations could be helpful.

- d. Perform limited foot patrols within the Town;

This would be highly regarded by the Citizens and we haven't seen any foot patrols. This would also help with enforcement of the parking ordinance.

- e. Enforce violations of the Town noise ordinance pursuant to Chapter 13 of the Town Code;
- f. Provide best efforts to assist with the I-81 traffic control that is redirected through Buchanan from time to time;
- g. Provide enforcement and traffic control at Town events of limited scope such as parades;
- h. Provide enforcement of the Town's animal control ordinance;
- i. Regular presence on North side of Town (so often police are coming in from the South -- Fincastle;

On a monthly basis, the Sheriff shall coordinate with the Buchanan Town Manager on the hours to be worked by any deputy assigned to the Town in order to best use his or her services. Also, the Sheriff will discuss with the Town Manager any topics of concern by Council and/or Citizens and how these topics will be addressed as the need arises.

The Sheriff shall provide written monthly reports addressing each item above (a. through i.) as well as the topics of concern.

ACQUIRE - PROVIDER

Property Acquisition	\$	75,000	Use LOC
Carrying Costs	\$	4,000	Use LOC
TOTAL Acquisition Costs	\$	79,000	Repaid with proceeds

RENOVATE - ARS PROGRAM FUNDS

Renovation Draws	\$	35,500	Not to exceed \$40,500
Soft Costs	\$	4,500	
Performance Deliverables	\$	2,000	Paid to provider
Rehab Specialist	\$	2,500	Paid to 3rd party
ARS Expended	\$	40,000	Not to exceed \$45,000
<i>Less Soft Costs</i>	<i>\$</i>	<i>4,500</i>	
TOTAL ARS Owed	\$	35,500	Paid to DHCD/VHDA

SELL - VHDA SUBSIDY

VHDA DPA Grant (2.5% FHA Loan)	\$	3,400	Paid to homebuyer
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SELL - PROVIDER

Sale Price of Home	\$	126,000	Market rate
TOTAL Acquisition Costs	\$	79,000	
TOTAL ARS Owed	\$	35,500	
Provider Closing Costs	\$	2,000	
Provider Net Proceeds	\$	9,500	