

REGULAR MONTHLY MEETING AGENDA  
MONDAY, OCTOBER 18, 2021 7:00 P.M.  
REMINGTON TOWN COUNCIL  
105 E MAIN ST  
REMINGTON, VA 22734

I. CALL TO ORDER, RECOGNITION OF TOWN COUNCIL, STAFF AND GUESTS

II. PLEDGE OF ALLEGIANCE

IV. CITIZENS TIME

-Patrick Mauney- Rappahannock Rapidan Regional Commission

V. CONSENT AGENDA

- Utility Billing Report
- Minutes: September 20, 2021
- Bill Listing

VI. STAFF REPORTS

- A. Town Superintendent
- B. Police Chief
- C. Town Administrator
- D. Town Clerk
- E. Town Treasurer

VII. COMMITTEE REPORTS

A. WATER	Chair: Loving	Member: Heaney
B. PERSONNEL/POLICE - Town Administrator Position	Chair: Tiffany	Member: Heflin
C. FINANCE - Monthly Report: September	Chair: Heaney	Member: Ashby
D. CEMETERY	Chair: Ashby	Member: Hart
E. PUBLIC FACILITIES	Chair: Heflin	Member: Loving
F. COMMUNITY DEVELOPMENT	Chair: Hart	Member: Tiffany

VIII. UNFINISHED BUSINESS

-Cohesive Planning-Heflin

IX. NEW BUSINESS

-PEC/PATH Segway Grant

X. CLOSED SESSION AS NEEDED

XI. ADJOURNMENT

**UTILITY BILLING REPORT**  
AS OF September 30, 2021

**Water Billing**

Balance forward from previous month end.....	\$	<b>51,356.41</b>
Late fees assessed September 21st.....	\$	-
Water billing for September 2021.....	\$	26,587.39
Manual bills.....	\$	385.00
Final Bills.....	\$	328.19
Deposit Credit Removal.....	\$	-

<b>Total Due</b>	<b>\$</b>	<b>78,656.99</b>
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Payments 9/1/21 through 9/30/21.....	\$	26,297.82
OverPayments (OPA) 9/1/21 through 9/30/21.....	\$	2,943.75
Applied deposits 9/25/21.....	\$	484.00
Manual payments.....	\$	5,540.83

<b>Balance to collect as of 9/30/2021</b>	<b>\$</b>	<b>43,390.59</b>
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Monthly Billing Balance Due.....	\$	26,547.40
Past due* .....	\$	16,843.19
	<b>\$</b>	<b>43,390.59</b>

\* Includes accounts delinquent greater than 15 months

\*\* Includes accounts no greater than 15 months delinquent

Respectfully Submitted:



Carol Stalter, Treasurer  
10/1/2021



## Open Payables

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Vendor Code: <u>CFC</u>	Vendor Name: <u>CFC FARM &amp; HOME CENTER</u>	
Invoice: 103121	Invoice Date: 10/13/2021	Inv Amt Open: \$6.80
Desc: GRASS SEED	Due Date: 10/13/2021	

GL Account	Description	Manual PO:	PO Num	Amount
40-411-27	GRASS SEED			\$6.80
Total Distributed:				\$6.80

<u>CFC FARM &amp; HOME CENTER</u>			Total:	\$6.80
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Vendor Code: <u>FORTILINE</u>	Vendor Name: <u>FORTILINE WATERWORKS</u>	
Invoice: 5437032	Invoice Date: 10/13/2021	Inv Amt Open: \$223.00
Desc: IRON YOKE BAR (10)	Due Date: 10/13/2021	

GL Account	Description	Manual PO:	PO Num	Amount
40-411-24	IRON YOKE BAR (10)			\$223.00
Total Distributed:				\$223.00

<u>FORTILINE WATERWORKS</u>			Total:	\$223.00
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Vendor Code: <u>RED BUD</u>	Vendor Name: <u>RED BUD SUPPLY, INC.</u>	
Invoice: 173778	Invoice Date: 10/13/2021	Inv Amt Open: \$40.08
Desc: BROWN JERSEY GLOVES	Due Date: 10/13/2021	

GL Account	Description	Manual PO:	PO Num	Amount
10-411-27	BROWN JERSEY GLOVES			\$40.08
Total Distributed:				\$40.08

<u>RED BUD SUPPLY, INC.</u>			Total:	\$40.08
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Vendor Code: <u>LEE</u>	Vendor Name: <u>SHARON LEE</u>	
Invoice: 103121	Invoice Date: 10/13/2021	Inv Amt Open: \$33.90
Desc: PAPER TOWELS, CLEANING WIPES	Due Date: 10/13/2021	

GL Account	Description	Manual PO:	PO Num	Amount
10-413-45	PAPER TOWELS, CLEANING WIPES			\$33.90
Total Distributed:				\$33.90

<u>SHARON LEE</u>			Total:	\$33.90
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Vendor Code: <u>USDA</u>	Vendor Name: <u>U.S. DEPT. OF AGRICULTURE</u>	
Invoice: 3004000697	Invoice Date: 10/13/2021	Inv Amt Open: \$497.40
Desc: VULTURE MANAGEMENT THROUGH 9/30/21	Due Date: 10/13/2021	

GL Account	Description	Manual PO:	PO Num	Amount
10-417-79	VULTURE MANAGEMENT THROUGH 9/30/21			\$497.40
Total Distributed:				\$497.40

Open Payables

U.S. DEPT. OF AGRICULTURE		Total:	\$497.40
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Report Totals

Vendors with Open Invoices:	5
Number of Invoices:	5
Total Open Amount:	\$801.18
Total Credit Amount:	
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Total:	\$801.18



## Check Listing

Date From: 9/21/2021 Date To: 6/30/2022  
Vendor Range: 29 AUTO OUTLET - ZONIA E GUTIERREZ

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Check Number	Bank	Vendor	Date	Amount
26818	11	AMERICAN WATER WORKS ASSOC.	09/21/2021	<b>\$83.00</b>
		40-200-01	\$83.00	
Invoice: 101121		Inv Date 09/02/2021	Due Date 09/21/2021	Amt: \$83.00
40-413-44		MEMBERSHIP DUES 110121-103122		\$83.00
Total Distributed:				\$83.00
26819	11	ANTHEM BLUE CROSS BLUE SHIELD	09/21/2021	<b>\$3,873.00</b>
		10-200-01	\$1,502.44	
		40-200-01	\$1,879.78	
		20-200-01	\$490.78	
Invoice: 001232575G		Inv Date 09/20/2021	Due Date 09/21/2021	Amt: \$169.00
10-401-06		HEALTH INSURANCE/LEE		\$169.00
Total Distributed:				\$169.00
Invoice: 001232574G		Inv Date 09/20/2021	Due Date 09/21/2021	Amt: \$3,704.00
10-401-06		HEALTH INSURANCE/OCTOBER		\$1,333.44
20-401-06		HEALTH INSURANCE/OCTOBER		\$490.78
40-401-06		HEALTH INSURANCE/OCTOBER		\$1,879.78
Total Distributed:				\$3,704.00
26820	11	BB&T FINANCIAL, FSB	09/21/2021	<b>\$2,613.76</b>
		40-200-01	\$306.67	
		20-200-01	\$396.62	
		10-200-01	\$1,910.47	
Invoice: 092821		Inv Date 09/14/2021	Due Date 09/21/2021	Amt: \$2,613.76
10-411-21		TRAILER REPAIR		\$1,079.85
10-411-27		SUPPLIES		\$26.30
10-413-54		OFFICE EQUIP		\$788.58
10-429-19		ZOOM		\$15.74
20-413-54		OFFICE EQUIP		\$396.62
40-411-22		TOPSOIL		\$68.00
40-413-54		OFFICE EQUIP		\$238.67
Total Distributed:				\$2,613.76
26821	11	BB&T/SASG 2	09/21/2021	<b>\$800.00</b>
		60-200-01	\$800.00	
Invoice: 091521		Inv Date 09/15/2021	Due Date 09/21/2021	Amt: \$800.00
60-421-01		80% LOT SALES THROUGH 9/14/21		\$800.00
Total Distributed:				\$800.00



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Date From: 9/21/2021 Date To: 6/30/2022  
Vendor Range: 29 AUTO OUTLET - ZONIA E GUTIERREZ

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Check Number	Bank	Vendor	Date	Amount
26822	11	BRADLEE EILER	09/21/2021	<u>\$40.00</u>
		40-200-01	\$40.00	
Invoice: UB1400210921094147723		Inv Date 09/21/2021	Due Date 09/21/2021	Amt: \$40.00
40-250-00		Deposit Refund for WATER		\$40.00
		Total Distributed:		\$40.00
26823	11	BUTLER & EICHER	09/21/2021	<u>\$75.00</u>
		10-200-01	\$75.00	
Invoice: 093021		Inv Date 09/10/2021	Due Date 09/21/2021	Amt: \$75.00
10-415-72		PORTABLE TOILET/RECYCLE SITE		\$75.00
		Total Distributed:		\$75.00
26824	11	C&H REAL ESTATE CONSULTING LLC	09/21/2021	<u>\$12.00</u>
		40-200-01	\$12.00	
Invoice: UB1762210914104605610		Inv Date 09/14/2021	Due Date 09/21/2021	Amt: \$12.00
40-250-00		Deposit Refund for WATER		\$12.00
		Total Distributed:		\$12.00
26825	11	CABLING SYSTEMS, INC.	09/21/2021	<u>\$4,420.40</u>
		10-200-01	\$4,420.40	
Invoice: 8029		Inv Date 09/20/2021	Due Date 09/21/2021	Amt: \$2,532.67
10-429-19		DEPOSIT/TH FIRE ALARM SYSTEM		\$2,532.67
		Total Distributed:		\$2,532.67
Invoice: 8030		Inv Date 09/20/2021	Due Date 09/21/2021	Amt: \$1,887.73
10-429-19		DEPOSIT/TH SECURITY SYSTEM		\$1,887.73
		Total Distributed:		\$1,887.73
26826	11	CAROL STALTER	09/21/2021	<u>\$33.35</u>
		10-200-01	\$15.76	
		40-200-01	\$17.59	
Invoice: 091521		Inv Date 09/15/2021	Due Date 09/21/2021	Amt: \$33.35
10-413-45		REIMBURSE CASH DRAWER/POSTAGE		\$3.76
10-419-20		REIMBURSE CASH DRAWER/TRIP PERMIT		\$5.00
40-410-88		REIMBURSE CASH DRAWER/POSTAGE		\$17.59
10-415-70		REIMBURSE CASH DRAWER/POSTAGE		\$7.00
		Total Distributed:		\$33.35



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Check Number	Bank	Vendor	Date	Amount
26827	11	CFC FARM & HOME CENTER	09/21/2021	\$24.00
..... 10-200-01				\$24.00
Invoice: 4330210-310		Inv Date 09/08/2021	Due Date 09/21/2021	Amt: \$24.00
10-411-25		HARDWOOD MULCH		\$24.00
Total Distributed:				\$24.00
26828	11	CHARLES ELKINS	09/21/2021	\$450.00
..... 60-200-01				\$450.00
Invoice: 090721		Inv Date 09/13/2021	Due Date 09/21/2021	Amt: \$450.00
60-411-26		MOW CEMETERY		\$450.00
Total Distributed:				\$450.00
26829	11	COMCAST COMMUNICATIONS	09/21/2021	\$239.97
..... 10-200-01				\$239.97
Invoice: 100821		Inv Date 09/20/2021	Due Date 09/21/2021	Amt: \$239.97
10-413-46		SHOP/PD PHONE & INTERNET		\$59.99
10-419-46		SHOP/PD PHONE & INTERNET		\$179.98
Total Distributed:				\$239.97
26830	11	CORE & MAIN, LP	09/21/2021	\$99.81
..... 40-200-01				\$99.81
Invoice: P383457		Inv Date 08/20/2021	Due Date 09/21/2021	Amt: \$99.81
40-411-22		F/PVC OD 2.375		\$99.81
Total Distributed:				\$99.81
26831	11	DOMINION ENERGY VIRGINIA	09/21/2021	\$629.14
..... 10-200-01				\$629.14
Invoice: 093021		Inv Date 09/13/2021	Due Date 09/21/2021	Amt: \$629.14
10-420-31		STREET LIGHTS		\$629.14
Total Distributed:				\$629.14
26832	11	DOROTHEA STEVENS	09/21/2021	\$12.00
..... 40-200-01				\$12.00
Invoice: UB808210914104605610		Inv Date 09/14/2021	Due Date 09/21/2021	Amt: \$12.00
40-250-00		Deposit Refund for WATER		\$12.00
Total Distributed:				\$12.00
26833	11	F/C FLEET MAINTENANCE	09/21/2021	\$1,193.13
..... 10-200-01				\$1,127.72
..... 40-200-01				\$65.41
Invoice: 093021		Inv Date 09/09/2021	Due Date 09/21/2021	Amt: \$1,193.13
10-411-20		FUEL 2015 F SUPERDUTY		\$64.26
10-415-70		FUEL 2021 TRASH TRUCK		\$81.81



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Check Number	Bank	Vendor	Date	Amount
26840	11	RED BUD SUPPLY, INC.	09/21/2021	<u>\$74.50</u>
		10-200-01	\$74.50	
Invoice: 173742		Inv Date 08/30/2021	Due Date 09/21/2021	Amt: \$74.50
10-411-27		TOOLS/SUPPLIES		<u>\$74.50</u>
Total Distributed:				\$74.50
26841	11	RUTH RUNION & RONALD RUNION, SR	09/21/2021	<u>\$12.00</u>
		40-200-01	\$12.00	
Invoice: UB1542210914104605623		Inv Date 09/14/2021	Due Date 09/21/2021	Amt: \$12.00
40-250-00		Deposit Refund for WATER		<u>\$12.00</u>
Total Distributed:				\$12.00
26842	11	SHARON LEE	09/21/2021	<u>\$105.29</u>
		40-200-01	\$21.29	
		10-200-01	\$62.70	
		20-200-01	\$21.30	
Invoice: 090721		Inv Date 09/08/2021	Due Date 09/21/2021	Amt: \$105.29
10-413-45		PAPER PRODUCTS/TRASH BAGS/SOAP		<u>\$21.30</u>
10-429-19		HAND SANITIZER		\$26.37
20-413-45		PAPER PRODUCTS/TRASH BAGS/SOAP		\$21.30
40-413-45		PAPER PRODUCTS/TRASH BAGS/SOAP		\$21.29
10-429-19		FLOOR CLEANER		<u>\$15.03</u>
Total Distributed:				\$105.29
26843	11	UNIVAR	09/21/2021	<u>\$1,466.67</u>
		40-200-01	\$1,466.67	
Invoice: 49391696		Inv Date 09/08/2021	Due Date 09/21/2021	Amt: \$1,466.67
40-410-89		SODIUM HYPOCHLORITE		<u>\$1,466.67</u>
Total Distributed:				\$1,466.67
26844	11	USA BLUE BOOK	09/21/2021	<u>\$138.11</u>
		40-200-01	\$138.11	
Invoice: 709077		Inv Date 09/09/2021	Due Date 09/21/2021	Amt: \$42.74
40-410-85		H2O TESTING SUPPLIES		<u>\$42.74</u>
Total Distributed:				\$42.74
Invoice: 706237		Inv Date 09/09/2021	Due Date 09/21/2021	Amt: \$95.37
40-411-27		BLUE PAINT		<u>\$95.37</u>
Total Distributed:				\$95.37



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Check Number	Bank	Vendor	Date	Amount
Total Distributed:				\$40.00
26870	11	CHARLES ELKINS	09/27/2021	\$450.00
		60-200-01	\$450.00	
Invoice: 092421		Inv Date 09/27/2021	Due Date 09/27/2021	Amt: \$450.00
60-411-26		MOW CEMETERY		\$450.00
Total Distributed:				\$450.00
26871	11	DENISE SANDLIN	09/27/2021	\$750.00
		10-200-01	\$375.00	
		40-200-01	\$375.00	
Invoice: 093021		Inv Date 09/27/2021	Due Date 09/27/2021	Amt: \$750.00
10-414-62		AUGUST BANK REC/ADJUSTMENTS		\$375.00
40-414-62		AUGUST BANK REC/ADJUSTMENTS		\$375.00
Total Distributed:				\$750.00
26872	11	DOMINION ENERGY VIRGINIA	09/27/2021	\$319.90
		10-200-01	\$254.98	
		40-200-01	\$64.92	
Invoice: 102221A		Inv Date 09/27/2021	Due Date 09/27/2021	Amt: \$110.95
10-412-31		TOWN HALL		\$110.95
Total Distributed:				\$110.95
Invoice: 102221B		Inv Date 09/27/2021	Due Date 09/27/2021	Amt: \$194.74
10-412-32		SHOP/PD		\$64.91
10-419-30		SHOP/PD		\$64.91
40-412-32		SHOP/PD		\$64.92
Total Distributed:				\$194.74
Invoice: 102221C		Inv Date 09/27/2021	Due Date 09/27/2021	Amt: \$14.21
10-415-72		RECYCLE CENTER		\$14.21
Total Distributed:				\$14.21
26873	11	MICHELLE RATCLIFF	09/27/2021	\$37.00
		40-200-01	\$37.00	
Invoice: UB1484210927091848613		Inv Date 09/27/2021	Due Date 09/27/2021	Amt: \$37.00
40-250-01		Pre-Payment Refund for 005- 0000020-1		\$37.00
Total Distributed:				\$37.00
26874	11	MINNESOTA LIFE	09/27/2021	\$48.80
		40-200-01	\$39.04	
		10-200-01	\$9.76	



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Check Number	Bank	Vendor	Date	Amount
LABOR				
Total Distributed:				\$2,966.14
26879	11	VACORP	09/27/2021	\$30.94
		10-200-01	\$15.47	
		20-200-01	\$15.47	
Invoice: 093021		Inv Date 09/23/2021	Due Date 09/27/2021	Amt: \$30.94
10-401-01		HYBRID DISABILITY		\$15.47
20-401-01		HYBRID DISABILITY		\$15.47
Total Distributed:				\$30.94
26880	11	AT&T MOBILITY	10/06/2021	\$142.96
		40-200-01	\$142.96	
Invoice: 101321		Inv Date 10/05/2021	Due Date 10/06/2021	Amt: \$142.96
40-413-46		CELL PHONES		\$142.96
Total Distributed:				\$142.96
26881	11	BUTLER & EICHER	10/06/2021	\$75.00
		10-200-01	\$75.00	
Invoice: 103121		Inv Date 10/05/2021	Due Date 10/06/2021	Amt: \$75.00
10-415-72		PORTABLE TOILET/RECYCLE CENTER		\$75.00
Total Distributed:				\$75.00
26882	11	DOMINION ENERGY VIRGINIA	10/06/2021	\$1,269.85
		10-200-01	\$629.14	
		40-200-01	\$640.71	
Invoice: 102521A		Inv Date 10/05/2021	Due Date 10/06/2021	Amt: \$531.43
40-412-31		CONFEDERATE BLVD		\$531.43
Total Distributed:				\$531.43
Invoice: 102521B		Inv Date 10/05/2021	Due Date 10/06/2021	Amt: \$101.30
40-412-30		FIFTH STREET		\$101.30
Total Distributed:				\$101.30
Invoice: 102521C		Inv Date 10/05/2021	Due Date 10/06/2021	Amt: \$7.98
40-412-31		FREEMANS FORD RD		\$7.98
Total Distributed:				\$7.98
Invoice: 110121		Inv Date 10/05/2021	Due Date 10/06/2021	Amt: \$629.14
10-420-31		STREET LIGHTS		\$629.14
Total Distributed:				\$629.14
26883	11	F/C FLEET MAINTENANCE	10/06/2021	\$440.24
		40-200-01	\$110.39	



## Check Listing

Date From: 9/21/2021 Date To: 6/30/2022  
Vendor Range: 29 AUTO OUTLET - ZONIA E GUTIERREZ

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Check Number	Bank	Vendor	Date	Amount
26888	11	JOINER MICRO LABORATORIES, INC	10/06/2021	<u>\$90.00</u>
		40-200-01	\$90.00	
Invoice: 21091603		Inv Date 10/05/2021	Due Date 10/06/2021	Amt: \$30.00
40-410-85		H2O TESTING		\$30.00
Total Distributed:				\$30.00
Invoice: 21090804		Inv Date 10/05/2021	Due Date 10/06/2021	Amt: \$30.00
40-410-85		H2O TESTING		\$30.00
Total Distributed:				\$30.00
Invoice: 21092405		Inv Date 10/05/2021	Due Date 10/06/2021	Amt: \$30.00
40-410-85		H2O TESTING		\$30.00
Total Distributed:				\$30.00
26889	11	MP COPIERS, INC.	10/06/2021	<u>\$136.69</u>
		40-200-01	\$45.56	
		20-200-01	\$45.56	
		10-200-01	\$45.57	
Invoice: 30155936		Inv Date 10/05/2021	Due Date 10/06/2021	Amt: \$136.69
10-413-54		COPIER LEASE		\$45.57
20-413-54		COPIER LEASE		\$45.56
40-413-54		COPIER LEASE		\$45.56
Total Distributed:				\$136.69
26890	11	PIEDMONT MEDIA LLC	10/06/2021	<u>\$543.66</u>
		10-200-01	\$543.66	
Invoice: 103121		Inv Date 10/06/2021	Due Date 10/06/2021	Amt: \$543.66
10-413-41		AD - ELECTION DATE CHANGE, GOLF CART ORDIN.		\$543.66
Total Distributed:				\$543.66
26891	11	TANNER'S PEST SERVICES LLC	10/06/2021	<u>\$80.00</u>
		10-200-01	\$66.66	
		40-200-01	\$13.34	
Invoice: 35374		Inv Date 10/05/2021	Due Date 10/06/2021	Amt: \$80.00
10-411-25		PEST CONTROL SERVICES		\$40.00
10-411-32		PEST CONTROL SERVICES		\$13.33
10-419-32		PEST CONTROL SERVICES		\$13.33
40-411-32		PEST CONTROL SERVICES		\$13.34
Total Distributed:				\$80.00
26892	11	THE SCYLLA GROUP, INC.	10/06/2021	<u>\$31.25</u>
		10-200-01	\$31.25	



## Check/Paid Supply List

Vendor Range: 29 AUTO OUTLET - ZONIA E GUTIERREZ

Date From: 9/21/2021 To 6/30/2022

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Check Number	Check Date	Vendor	Bank	Desc	Check Amount
		Departments			
		413		GENERAL & ADMIN EXPENSES	\$142.96
26881	10/06/2021	BUTLER & EICHER	11	AP Checks 26880 - 26	\$75.00
		Departments			
		415		OTHER FEES	\$75.00
26882	10/06/2021	DOMINION ENERGY VIRGINIA	11	AP Checks 26880 - 26	\$1,269.85
		Departments			
		420		STREETS,LIGHTS& SIDEWALKS	\$629.14
		412		UTILITIES	\$640.71
26883	10/06/2021	F/C FLEET MAINTENANCE	11	AP Checks 26880 - 26	\$440.24
		Departments			
		415		OTHER FEES	\$73.04
		419		POLICE DEPARTMENT	\$256.81
		411		REPAIRS & MAINTENANCE	\$110.39
26884	10/06/2021	FCWSA	11	AP Checks 26880 - 26	\$80.21
		Departments			
		419		POLICE DEPARTMENT	\$8.33
		412		UTILITIES	\$71.88
26885	10/06/2021	GROVES HARDWARE, LLC	11	AP Checks 26880 - 26	\$64.85
		Departments			
		411		REPAIRS & MAINTENANCE	\$64.85
26886	10/06/2021	GULICK, CARSON & THORPE, P.C.	11	AP Checks 26880 - 26	\$170.00
		Departments			
		419		POLICE DEPARTMENT	\$170.00
26887	10/06/2021	IPITOMY	11	AP Checks 26880 - 26	\$90.83
		Departments			
		413		GENERAL & ADMIN EXPENSES	\$90.83
26888	10/06/2021	JOINER MICRO LABORATORIES, INC	11	AP Checks 26880 - 26	\$90.00
		Departments			
		410		WATER EXPENDITURES	\$90.00
26889	10/06/2021	MP COPIERS, INC.	11	AP Checks 26880 - 26	\$136.69
		Departments			
		413		GENERAL & ADMIN EXPENSES	\$136.69
26890	10/06/2021	PIEDMONT MEDIA LLC	11	AP Checks 26880 - 26	\$543.66
		Departments			
		413		GENERAL & ADMIN EXPENSES	\$543.66
26891	10/06/2021	TANNER'S PEST SERVICES LLC	11	AP Checks 26880 - 26	\$80.00
		Departments			



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Check Number	Bank	Vendor	Date	Amount
26845	11	VA ASSN. OF CHIEFS OF POLICE	09/21/2021	<u>\$375.00</u>
		10-200-01	\$375.00	
Invoice: 090121		Inv Date 09/01/2021	Due Date 09/21/2021	Amt: \$375.00
10-419-47		2021 ANNUAL CONFERENCE AUGUST		<u>\$375.00</u>
Total Distributed:				\$375.00
26846	11	VERIZON WIRELESS	09/21/2021	<u>\$80.08</u>
		10-200-01	\$80.08	
Invoice: 9888016161		Inv Date 09/17/2021	Due Date 09/21/2021	Amt: \$80.08
10-419-46		POLICE/IN-CAR COMPUTERS		<u>\$80.08</u>
Total Distributed:				\$80.08
26847	11	VRSA	09/21/2021	<u>\$4,021.50</u>
		10-200-01	\$2,329.95	
		60-200-01	\$432.28	
		40-200-01	\$1,221.68	
		20-200-01	\$37.59	
Invoice: 101521		Inv Date 09/17/2021	Due Date 09/21/2021	Amt: \$4,021.50
10-401-10		2021-2022 RENEWAL/QUARTER		\$338.31
10-419-10		2021-2022 RENEWAL/QUARTER		\$375.90
10-413-40		2021-2022 RENEWAL/QUARTER		\$901.53
10-419-11		2021-2022 RENEWAL/QUARTER		\$413.49
10-419-40		2021-2022 RENEWAL/QUARTER		\$300.72
20-401-10		2021-2022 RENEWAL/QUARTER		\$37.59
40-401-10		2021-2022 RENEWAL/QUARTER		\$263.13
40-413-40		2021-2022 RENEWAL/QUARTER		\$958.55
60-413-40		2021-2022 RENEWAL/QUARTER		\$432.28
Total Distributed:				\$4,021.50
26848	11	WALLY'S AUTOMOTIVE	09/21/2021	<u>\$202.72</u>
		10-200-01	\$202.72	
Invoice: 26483		Inv Date 08/20/2021	Due Date 09/21/2021	Amt: \$202.72
10-419-20		DODGE CHARGER INSPECTION/MAINTENANCE		<u>\$202.72</u>
Total Distributed:				\$202.72
26849	11	WILLIAM WHITE	09/21/2021	<u>\$40.00</u>
		40-200-01	\$40.00	
Invoice: UB217210916092627630		Inv Date 09/16/2021	Due Date 09/21/2021	Amt: \$40.00
40-250-00		Deposit Refund for WATER		<u>\$40.00</u>



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Check Number	Bank	Vendor	Date	Amount
Invoice: 101521				
		Inv Date 09/27/2021	Due Date 09/27/2021	Amt: \$48.80
10-401-07		SUPPLEMENTAL LIFE/STEWARD		\$9.76
40-401-07		SUPPLEMENTAL LIFE/STEWARD		\$39.04
Total Distributed:				\$48.80
26875	11	OFFICE DEPOT	09/27/2021	\$176.87
		40-200-01	\$37.35	
		10-200-01	\$119.92	
		20-200-01	\$19.60	
Invoice: 193385463001				
		Inv Date 09/27/2021	Due Date 09/27/2021	Amt: \$82.47
10-413-45		OFFICE SUPPLIES		\$25.52
20-413-45		OFFICE SUPPLIES		\$19.60
40-413-45		OFFICE SUPPLIES		\$37.35
Total Distributed:				\$82.47
Invoice: 193848903001				
		Inv Date 09/27/2021	Due Date 09/27/2021	Amt: \$94.40
10-413-45		HP TONER		\$94.40
Total Distributed:				\$94.40
26876	11	RAPPAHANNOCK STATION, INC	09/27/2021	\$133.76
		10-200-01	\$133.76	
Invoice: 093021				
		Inv Date 09/27/2021	Due Date 09/27/2021	Amt: \$133.76
10-411-20		FUEL		\$32.01
10-411-21		FUEL		\$41.75
10-415-70		FUEL		\$60.00
Total Distributed:				\$133.76
26877	11	STANLEY L HEANEY JR	09/27/2021	\$99.66
		40-200-01	\$99.66	
Invoice: UB1549210922154529520				
		Inv Date 09/22/2021	Due Date 09/27/2021	Amt: \$40.00
40-250-00		Deposit Refund for WATER		\$40.00
Total Distributed:				\$40.00
Invoice: UB1549210922154639810				
		Inv Date 09/22/2021	Due Date 09/27/2021	Amt: \$59.66
40-250-01		Pre-Payment Refund for 001-0000650-2		\$59.66
Total Distributed:				\$59.66
26878	11	THE SCYLLA GROUP, INC.	09/27/2021	\$2,966.14
		10-200-01	\$2,966.14	
Invoice: 5633				
		Inv Date 09/23/2021	Due Date 09/27/2021	Amt: \$2,966.14
10-429-19		2 DMV COMPUTERS/SOFTWARE,		\$2,966.14



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Check Number	Bank	Vendor	Date	Amount
<hr/>				
		10-200-01	\$329.85	
Invoice: 103121		Inv Date 10/05/2021	Due Date 10/06/2021	Amt: \$440.24
10-419-20		REPAIRS/CHARGER		\$178.78
10-419-22		FUEL/EXPLORER		\$78.03
10-415-70		FUEL/TRASH		\$73.04
40-411-20		FUEL/RANGER		\$110.39
Total Distributed:				\$440.24
26884	11	FCWSA	10/06/2021	<b>\$80.21</b>
<hr/>				
		10-200-01	\$41.65	
		40-200-01	\$38.56	
Invoice: 102021		Inv Date 10/06/2021	Due Date 10/06/2021	Amt: \$49.98
10-412-31		SEWER/105 E MAIN ST		\$24.99
10-412-32		SEWER/105 E MAIN ST		\$8.33
10-419-30		SEWER/105 E MAIN ST		\$8.33
40-412-32		SEWER/105 E MAIN ST		\$8.33
Total Distributed:				\$49.98
Invoice: 102021A		Inv Date 10/06/2021	Due Date 10/06/2021	Amt: \$30.23
40-412-30		SEWER/WATER TREATMENT FACILITY		\$30.23
Total Distributed:				\$30.23
26885	11	GROVES HARDWARE, LLC	10/06/2021	<b>\$64.85</b>
<hr/>				
		10-200-01	\$64.85	
Invoice: 103121		Inv Date 10/06/2021	Due Date 10/06/2021	Amt: \$64.85
10-411-27		MISC SUPPLIES		\$49.92
10-411-32		MISC SUPPLIES		\$14.93
Total Distributed:				\$64.85
26886	11	GULICK, CARSON & THORPE, P.C.	10/06/2021	<b>\$170.00</b>
<hr/>				
		10-200-01	\$170.00	
Invoice: 17126		Inv Date 10/05/2021	Due Date 10/06/2021	Amt: \$170.00
10-419-60		9/24 DOCKET		\$170.00
Total Distributed:				\$170.00
26887	11	IPITOMY	10/06/2021	<b>\$90.83</b>
<hr/>				
		20-200-01	\$90.83	
Invoice: 71309		Inv Date 10/05/2021	Due Date 10/06/2021	Amt: \$90.83
20-413-46		AUTOMATED PHONE SYSTEM		\$90.83
Total Distributed:				\$90.83

## Check Listing

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Check Number	Bank	Vendor	Date	Amount
Invoice: 5659				
		Inv Date 10/05/2021	Due Date 10/06/2021	Amt: \$31.25
10-413-52		UNLOCK USER ACCT		\$31.25
Total Distributed:				\$31.25
26893	11	VUPS	10/06/2021	\$31.50
		40-200-01		\$31.50
Invoice: 09210528				
		Inv Date 10/05/2021	Due Date 10/06/2021	Amt: \$31.50
40-413-46		MISS UTILITY		\$31.50
Total Distributed:				\$31.50
56	Checks Totaling -			\$32,527.88

### Totals By Fund

	Checks	Voids	Total
10	\$20,429.15		\$20,429.15
20	\$1,117.75		\$1,117.75
40	\$8,548.70		\$8,548.70
60	\$2,432.28		\$2,432.28
Totals:	\$32,527.88		\$32,527.88



**REGULAR MONTHLY MEETING**  
**Remington Town Council**  
**Monday, 20 SEPTEMBER 2021, 7:00pm**  
**Remington Town Hall**  
**105 E Main St**  
**REMINGTON, VA 22734**

Mayor William E. Polk, Jr. called the meeting to order at 7:00pm

**Town Council Members Present:** Evan H. "Skeet" Ashby III

Amanda Hart  
Stanley L. Heaney  
Richard Heflin  
Van M. Loving  
Susan L. Tiffany

**Town Staff Present:**

Town Administrator - Sharon G. Lee  
Town Attorney - Andrea G. Erard - Virtually  
Town Clerk / Deputy Treasurer - Rachael Brinson  
Chief of Police - Charles T. Proffitt  
Town Superintendent - James Steward  
Town Treasurer - Carol Stalter

Mayor Polk introduced each person in attendance and invited everyone to stand for the Pledge of Allegiance.

Guests Present: Justin Deal and Richard Wehrle

**PUBLIC HEARING I**

Mayor Polk reported that the topic of the Public Hearing I, is the proposed ordinance 01-21 amending the Remington Town Code by adding Chapter 14, "Golf Carts," Section 14-1, "Definitions," Section 14-1, "Golf Cart Operation Permitted," Section 14-2, "Required Safety Equipment," Section 14-3, "Town Safety Inspection," Section 14-4, "Insurance Required," Section 14-5, "Local Vehicle License," And Section 14-6, "Liability Disclaimer."

The floor was opened for citizen discussion and questions.

With no questions or discussion, Mayor Polk declared Public Hearing I closed.

Council member Tiffany inquired if VDOT had responded regarding the ordinance. Mayor Polk informed Ms. Tiffany that VDOT replied that they had no comments regarding the ordinance. Ms. Erard advised council of the request from VDOT for a different type of map than the previous map submitted. Ms. Erard explained that the ordinance would allow golf carts in town and the map would indicate where VDOT would allow the golf carts to be operated. She further explained that VDOT would like to know where the signage would be for crossovers. Mr. Heflin asked who determines which streets golf carts would be allowed on. Ms. Erard indicated that law enforcement as well as VDOT would have input. Administrator Lee explained that council could approve the ordinance if they choose to allow golf carts, but the streets that the golf carts would be allowed upon would be those that VDOT approves. Ms. Erard further explained that it is customary for towns that pass golf cart ordinances to approve the ordinance first and then get VDOT approvals at a later time. Mr. Heflin referenced his letter with questions regarding the ordinance. He then questioned if the ordinance was approved as it was written several years ago at the last council meeting and Ms. Erard clarified that it was the advertisement for the ordinance that was approved, and that the actual ordinance was before council tonight for approval. Mr. Heflin then questioned when council had an opportunity to discuss what was in the ordinance and Ms. Erard informed him that council had the opportunity to discuss the ordinance prior to authorizing the advertisement of the ordinance at a previous meeting. She then stated that what was in the ordinance mirrored what was in the state code. Mr. Heflin explained that would like to approach the ordinance with the most benefit to the citizens. Ms. Erard informed council that she would be able to modify the ordinance to include utility vehicles or change fees if council agreed on the modifications.

Mr. Ryan Hart joined the meeting at 1925.



Mr. Ashby suggested that utility vehicles with a lower speed limit be included in the ordinance as to be a benefit to the citizens. Administrator Lee asked if utility vehicles were added to the ordinance if it would require another public hearing. Ms. Erard confirmed that another public hearing would be required if utility vehicles were added to the ordinance and then she informed council that given the concerns of Mr. Heflin, that she would feel more comfortable revising the ordinance and then sending to council for review prior to advertising for another public hearing. Ms. Erard advised council to make all considerations for modifying the ordinance prior to authorizing a new public hearing due to the expense of advertising.

Attorney Erard informed council that options for council would be to approve the ordinance as presented, vote to direct Ms. Erard to amend the ordinance to include utility vehicles for council consideration or vote to continue the matter to next month's agenda.

**Council member Ashby motioned to postpone adoption of the golf cart ordinance until council is in agreement. Council member Heflin seconded the motion.**

**Council member Ashby withdrew his motion to postpone the adoption of the golf cart ordinance until council is in agreement. Council member Heflin withdrew his second of the motion.**

Mr. Heflin questioned if the \$25 fee would be appropriate for the level of effort given by the town in regards to the golf carts. Mr. Loving informed council that he felt it would be a benefit to the citizens and community as well as a draw for people to move to the town.

**Council member Loving motioned to approve the ordinance as written. Council member Heaney seconded the motion. The motioned carried on a roll call vote.**

Ashby-Aye  
Hart-Aye  
Heaney-Aye  
Heflin-Nay  
Loving -Aye  
Tiffany-Nay

Ms. Erard asked if council would like for her to prepare an amendment to add utility vehicles to the approved ordinance. Mr. Heflin affirmed that he would like for her to prepare an amendment for council to review.

Ms. Lee then clarified that the approval of the ordinance did not mean that golf carts are now allowed to be driven on the town streets because VDOT still has to approve the streets and crossings for golf cart use

**PUBLIC HEARING II**

Mayor Polk reported that the topic of Public Hearing II is proposed ordinance 02-21, an ordinance providing for the election of a Mayor and Town Council members at the November General Election Date of even-numbered years as required by state law.

The floor was opened for citizen discussion and questions.

With no questions or discussion, Mayor Polk declared Public Hearing II closed.

**Council member Heaney motioned to accept the proposed ordinance 02-21. Council Member Hart seconded the motion. The motion carried on a roll call vote.**

Ashby-Aye  
Hart-Aye  
Heaney-Aye  
Heflin-Aye  
Loving-Aye  
Tiffany-Aye



-DRAFT-  
September 20, 2021

Administrator Lee asked if the Town Clerk should notify the Virginia Board of Elections. Ms. Erard stated that there was not a need to notify the Board of Elections, the approval of the ordinance just put the Town in compliance.

Citizen's Time: Justin Deal, Ryan Hart and Richard Wehrle spoke regarding a request to have a Crop Hunger 5k walk in town.

**Council member Tiffany motioned to approve the Crop Hunger 5k walk in town for November 13, 2021. Council member Hart seconded the motion. The motion carried.**

**Ayes: Ashby, Hart, Heaney, Heflin, Loving, Tiffany**

**Nays: 0**

**Abstain: 0**

**Absent: 0**

#### **CONSENT AGENDA**

Mayor Polk asked for any questions for the Utility Billing Report and Bill Listing. Mayor Polk asked for any additions or corrections to the draft minutes presented for approval.

**Council member Ashby motioned to adopt the Consent Agenda. Council Member Tiffany seconded the motion. The motion carried.**

**Ayes: Ashby, Hart, Heaney, Heflin, Loving, Tiffany**

**Nays: 0**

**Abstain: 0**

**Absent: 0**

#### **STAFF REPORTS**

Town Superintendent

There was no report given.

#### POLICE CHIEF

Chief Proffitt reminded council that the car show would be the next weekend. He informed council that the sheriff's office would be assisting the town police.

#### TOWN CLERK

Town Clerk Brinson asked for approval to attend the virtual Virginia Municipal Clerk's Association Institute and Academy on October 12-21, 2021 at a cost of \$639.00.

**Council member Ashby motioned to approve Clerk Brinson to attend the Virginia Municipal Clerk's Association Virtual Institute and Academy October 12-21, 2021 at the cost of \$639.00. Council Member Tiffany seconded the motion. The motion carried.**

**Ayes: Ashby, Hart, Heaney, Heflin, Loving, Tiffany**

**Nays: 0**

**Abstain: 0**

**Absent: 0**

Clerk Brinson then shared an estimate from MP copiers for upgrade and rental of two copiers as well as an estimate for the cost of the purchase of a new copier. There was a brief discussion.

**Council member Heaney motioned to accept the quote from MP Copiers of \$269.48 per month for 5 years. Council Member Tiffany seconded the motion. The motion carried.**

**Ayes: Ashby, Hart, Heaney, Heflin, Loving, Tiffany**

**Nays: 0**

**Abstain: 0**

**Absent: 0**

Attorney Erard asked Clerk Brinson to send the quote to her to review before signing.

Clerk Brinson then shared that a majority of the staff had attended a Virginia Department of Health COVID training that was held the previous week at Town Hall. The training was recorded for those that were not able to attend in person. Clerk Brinson asked Attorney Erard if council members were required to attend the training. Ms. Erard indicated that council members were not required to attend the training, but they were required to follow the DOLI regulations.



-DRAFT-  
September 20, 2021

Clerk Brinson informed council that Fauquier County Water and Sanitation Authority would resume the disconnects for non-payment on September 20, 2021 since the State of Emergency has ended. She informed council that a decision needed to be made on a date for the Town of Remington to resume disconnects for non-payment. Council member Tiffany suggested that notice of disconnects resuming should be included in the next town newsletter and water bill. There was a brief discussion.

**Council member Tiffany motioned to resume disconnects for town customers delinquent more than 30 days or who have not made other arrangements prior to 8:00AM on October 12, 2021 with advance notice sent out in the next water bill and town newsletter as well as information regarding COVID relief assistance for the water bill. Council Member Loving seconded the motion. The motion carried.**

**Ayes: Ashby, Hart, Heaney, Heflin, Loving, Tiffany**

**Nays: 0**

**Abstain: 0**

**Absent: 0**

#### TOWN TREASURER

Treasurer Stalter informed council that the police department had received a \$50.00 donation from Little John's remodeling in Bealeton. She then updated council regarding the new DMV computers that have been installed.

She explained that the printers were delayed due to backorders.

Mrs. Stalter then informed council that due to the price of postage increasing, the water bill mailings would increase from .51 to .53 per bill.

#### TOWN ADMINISTRATOR

Administrator Lee shared an email from Barry Browning regarding the appointment system with DMV select offices.

#### **COMMITTEE REPORTS**

**WATER:** Chair: Loving

Member: Heaney

There was no report given.

**PERSONNEL/POLICE COMMITTEE:** Chair: Tiffany

Member: Heflin

Council member Tiffany shared that the personnel committee would be starting the interview process for the Town Administrator position.

Ms. Tiffany then shared a discussion regarding an adjustment of DMV managerial duties.

**Council member Tiffany motioned to adjust Mrs. Brinson's title to Town Clerk/Assistant DMV Manager/Deputy Treasurer. Council Member Ashby seconded the motion. The motion carried.**

**Ayes: Ashby, Hart, Heaney, Heflin, Loving, Tiffany**

**Nays: 0**

**Abstain: 0**

**Absent: 0**

**FINANCE COMMITTEE:** Chair: Heaney

Member: Ashby

Council member Heaney shared that finance committee had met and there were a few data entries that needed to be adjusted. He then stated that the COVID funds would not be able to be posted to the budget until there was a public hearing to amend the budget.

**CEMETERY COMMITTEE:** Chair: Ashby

Member: Hart

Council member Ashby informed council that there had been one plot sold so far this fiscal year. He then stated that the mowing has proceeded as planned with no concerns.

**PUBLIC FACILITIES:** Chair: Heflin

Member: Loving

Council member Heflin spoke regarding his concerns regarding the sidewalks in town. Mr. Steward explained that the intersection would be addressed with the VDOT Main Street redevelopment plan. He then reminded council that no repairs to sidewalks could be made by the town until approval was received from VDOT. Council member Heaney asked for clarification on who owned the sidewalks. Council member Loving stated the sidewalks were on the VDOT right of way. Mr. Heflin then shared his opinion with council that the shed near the recycling center should be demolished and power



relocated. He recommended that an estimate be obtained for the relocation of power. Mr. Steward informed council that there had been a recommendation to obtain a quote through Meadows Electric who would be able to engineer a plan and work with Dominion Power to relocate the power. There was a consensus for Mr. Steward to obtain a quote from Meadows Electric to relocate the power from the shed that needs to be demolished.

COMMUNITY DEVELOPMENT: Chair: Hart

Member: Tiffany

Council member Hart shared that the Community Development would be meeting virtually with PEC to discuss funding for the Segway.

**UNFINISHED BUSINESS**

Attorney Erard spoke to council regarding the water leak policy. There was a general consensus to remove the water leak policy from the upcoming agendas until further notice.

Administrator Lee shared figures from the previous time that Troy and Banks audited the utility bills for the town. Council was in agreement to not proceed with Troy and Banks.

Clerk Brinson explained that the approval of the security and fire alarm system from Cabling Systems had been approved previously, but the amount approved in the motion was for the alarm system only and did not include the amount for the security system. She informed council that she had called the council members and obtained a majority approval for the \$3775.46 and needed council to ratify the motion to approve the amount.

**Council member Tiffany motioned to ratify the payment of the security system for the amount of \$3775.46. Council Member Ashby seconded the motion. The motion carried.**

**Ayes: Ashby, Hart, Heaney, Heflin, Loving, Tiffany**

**Nays: 0**

**Abstain: 0**

**Absent: 0**

Administrator Lee reminded council that the town is still following the policy for posting to the electronic sign from Myrtle Beach, but still needed an official policy for the Town to follow. Ms. Tiffany asked that the Myrtle Beach policy be sent electronically to her to review.

**NEW BUSINESS**

Council member Tiffany shared a quote from The Garden Gate for fall plantings in the amount of \$480.00.

**Council member Tiffany motioned to approve the quote from The Garden Gate for fall plantings in the amount of \$480. Council Member Ashby seconded the motion. The motion carried.**

**Ayes: Ashby, Hart, Heaney, Heflin, Loving, Tiffany**

**Nays: 0**

**Abstain: 0**

**Absent: 0**

Attorney Erard shared new DOLI COVID regulations. She stated that the regulations were the state component of OSHA. She then informed council that the fines for non-compliance were substantial. She stated that Virginia was considered a high community transmission area. She informed council that employers were required to have a policy in place to ensure compliance with the DOLI regulations and to protect employees from workplace exposure to COVID.

Council member Heflin commended Mayor Heflin for the last meeting and the attendees that brought information to share with council. He then made a recommendation that moving forward, that a calendar be compiled by the Town Clerk with information regarding any meetings and subject matter that council, Mayor or committees are working on so as to inform other council members of the status of projects.

Attorney Erard then reminded council that any meeting with 3 or more council members would be considered an official meeting and must be posted 3 days prior to the meeting and minutes must be taken.

Mayor Polk expressed his concern that contacts may have a need to schedule a meeting sooner than the next council meeting and the town may lose the opportunity for benefit to the town. Ms. Tiffany explained that an email with updates on subjects and meetings would be informative and appreciated.

-DRAFT-  
September 20, 2021

With no further business before the Council, Council member Loving motioned to adjourn with a second by Council Member Tiffany. The motioned Carried.

Ayes: Ashby, Hart, Heaney, Heflin, Loving, Tiffany  
Nays:0  
Absent: 0  
Abstain:0

The meeting recessed at 9:11 pm.

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William E. Polk, Mayor

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Susan L. Tiffany, Recorder



# Meadows Electric, LLC

John R. Meadows, Owner  
1000 Hair of the Dog Lane ~ PO Box 179 ~ Bealeton, VA 22712  
Telephone 540-439-2100 ~ Fax 540-439-4058  
[meadowselectric@aol.com](mailto:meadowselectric@aol.com)

Town of Remington  
Attn: Mr. James Steward  
Town Superintendent

Thank you for the opportunity to quote this project. Request from Town Superintendent to relocate 200 AMP single phase service from old building to a site beside Watts light pole running parallel with the recycle center fence.

Furnish all material and described labor to perform the following:

1. Build a free-standing structure with ground contact rated pressure treated lumber for a new meter base and a 200 AMP single phase raintight panel and 1 – 20 AMP GFI receptacle.
2. Install PVC conduit and copper wire from 200 AMP panel to a 30 AMP subpanel in metal building housing 2 town trucks. Install 2 – 20 AMP 120 volt GFI receptacles under panel.
3. Install PVC conduit and copper wire from 200 AMP panel to recycle center building. Circuit to be rated at 100 AMPS as it is currently.

All PVC protruding above ground shall be schedule 80, all PVC below ground shall be schedule 40. All wiring to be copper. Permit fee to be included. Load letter filled out and sent to power company included.

Upon receipt of signed contract the following shall be the order of progression for the work to be performed:

1. Order materials.
2. Send in load letter to power company.
3. Acquire permit.
4. Build pressure treated structure with meter base and 200 AMP panel with 1 – 20 AMP GFI.
5. Acquire temporary service inspection.
6. Request Dominion to supply electrical service to new structure and energize.
7. Following energizing of new service, install conduit and wire to metal truck building. Install panel and receptacles. Ditching done by others.
8. Acquire ditch inspection.
9. Coordinate with recycle center to de-energize building, lay conduit and wire from new service and energize. Ditching done by others.
10. Acquire ditch inspection.
11. Acquire final inspection.

Please note the reference to “ditching done by others” is at the request of Mr. Steward as he has made arrangements to have the ditching performed. Should this change we have the equipment for ditching and compaction available for an additional charge.

Town of Remington Proposal  
October 11, 2021

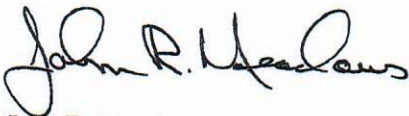
Please be aware that in these volatile times pricing is being quoted by supply houses for 3 day intervals and materials are extremely scarce. For example, PVC conduit in the last 20 months has increased 562% and is still on the rise with shortages. As of Friday, October 9 the local supply houses did not have any 200 AMP panels, indoor or outdoor. Materials will be acquired upon availability and prices are expected to increase.

Exclusions:

- All Power company fees.
- All ditching and compaction.
- Should routing of underground conduit change after initial site visit this possibly may affect pricing.

Price - \$17,493.00

Thank you,

A handwritten signature in black ink, appearing to read "John R. Meadows". The signature is fluid and cursive, with the first name "John" being the most prominent.

John R. Meadows  
Owner  
Meadows Electric, LLC

Town of Remington Proposal  
October 11, 2021



## Town Superintendent Report-October 2021

- 1) Included in your packet are bids from Meadows Electric for the relocation of electricity from the storage shed.
- 2) The repaving of the Town lots has been completed.

A handwritten signature in cursive script, reading "James E. Steward". The signature is written in dark ink and is positioned above the typed name.

Respectfully,

James Steward

## Town Clerk Report – October 2021

- 1) I would like to thank the council for allowing me to attend the Virginia Municipal Clerks Institute and Academy this past week. I have two more days this week and then will have earned 9 points towards my certification.
- 2) Included in your packet is an email that was received by the DMV leadership team and was very complimentary of the customer service provided by 2 employees to a DMV customer.
- 3) In front of you on the council table is a thank you note from the Remington Fall Festival Committee. The event was very well attended and according to several vendors, some of which sold out of their stock, it was the best year yet!
- 4) I also attended a Virginia Municipal Clerk regional meeting this past Friday and earned another point towards my certification.
- 5) Just a reminder that I will be out of the office October 26-28 attending the VDOT workshop.

Respectfully,

A handwritten signature in cursive script that reads "Rachael Brinson". The signature is written in dark ink and is positioned below the word "Respectfully,".

Rachael Brinson



# **TOWN TREASURER'S REPORT**

**10/15/2021**

1. Coronavirus Relief Fund (CARES) quarterly reporting: of the allocations received to date (\$113,768.98), all but \$1562.85 had been expended as of September 30, 2021. The remaining amount will be used for COVID cleaning & supplies, Zoom subscription, PPE, and similar COVID-related items.
2. COVID-19 Municipal Utility Relief Program – all funds received to date (\$11,459.59) have been expended: \$10,899.96 disbursed to water customers who applied for assistance, \$559.63 in administrative costs (payroll, mailings).



**Carol Stalter**  
**Town Treasurer**

On Sat, Oct 9, 2021 at 5:16 PM Julie Bolthouse <[jbolthouse@pecva.org](mailto:jbolthouse@pecva.org)> wrote:

Good evening,

I wanted to share with you the results of our outreach effort in Remington today. We had a table at the Fall Festival and we asked people who lived in (or frequented) Remington to tell us what they thought was the highest priority out of the 7 options we identified through the Remington Walks project. This is not a scientific study, some people put up two or three stars because they couldn't decide but it gives you an idea of what people want. I tried not to sway their opinions in my descriptions.

As you can see number 7, Rappahannock Station Battlefield Park overwhelmingly got the most votes. People repeatedly said, "we need a park around here!" Number 5 also got a number of votes and people really liked the idea of building a way to safely walk from Main St. to Andy's Market and then down to Rector Tract Park. One longtime resident noted though that we should be looking at a route off the road (apparently there is already a little pedestrian bridge?) hence the one-star kind of off toward Groves Hardware. Number 3 got a lot of nodding heads, especially from people who walked to the fair and came through that intersection. Several people's reaction to Number 2 was, "why isn't there a crosswalk there already?" I explained that midblock crossings have to be done carefully and in combination with traffic calming features. I also noted that the design of the school parking lot is a bit problematic because it forces kids to have to cross through the bus lane too, requiring a second crossing guard. There were lots of other great comments that I shared with Mayor Polk but these are the highlights.

Thank you for thinking about these projects and issues as you prioritize spending and budgets.

Take care and I hope you have a good weekend.

Julie

PS Mayor Polk, could you share this with the rest of the Town Council? I only have Amanda and Susan's email address. Thank you!

Julie Bolthouse, AICP  
Deputy Director of Land Use

Piedmont Environmental Council  
[www.pecva.org](http://www.pecva.org)  
45 Horner St.  
Warrenton, VA 20186  
Cell 571-442-4068



**From:** Showers, David  
**Sent:** Monday, October 4, 2021 6:18 AM  
**To:** DMV Select  
**Subject:** Good morning, GREAT NEWS

Hello and good morning,

I hope everyone had a wonderful weekend.

I wanted to start your week off with a great compliment from a customer that came through our communications office. YOU ALL ARE AWESOME! Here is the email communications received.

Dear Katy Lloyd and Va. DMV leadership,  
If you want to discover outstanding customer service stop by the DMV office in Remington, Virginia. Desiree Ellis and Rachael Brinson are wonderful employees. They helped me out around August 20, 2021. They were not only professional but also kind and friendly. We just moved to Virginia and they made me feel welcome. What a pleasure to have such a positive experience.

Thanks,  
Roche (Rocky) Madden  
314 795 8130  
Alexandria  
Sent from my iPhone

**GREAT WORK! HAVE A FANTASTIC DAY AND WEEK.**

--

Regards,

**David F Showers**

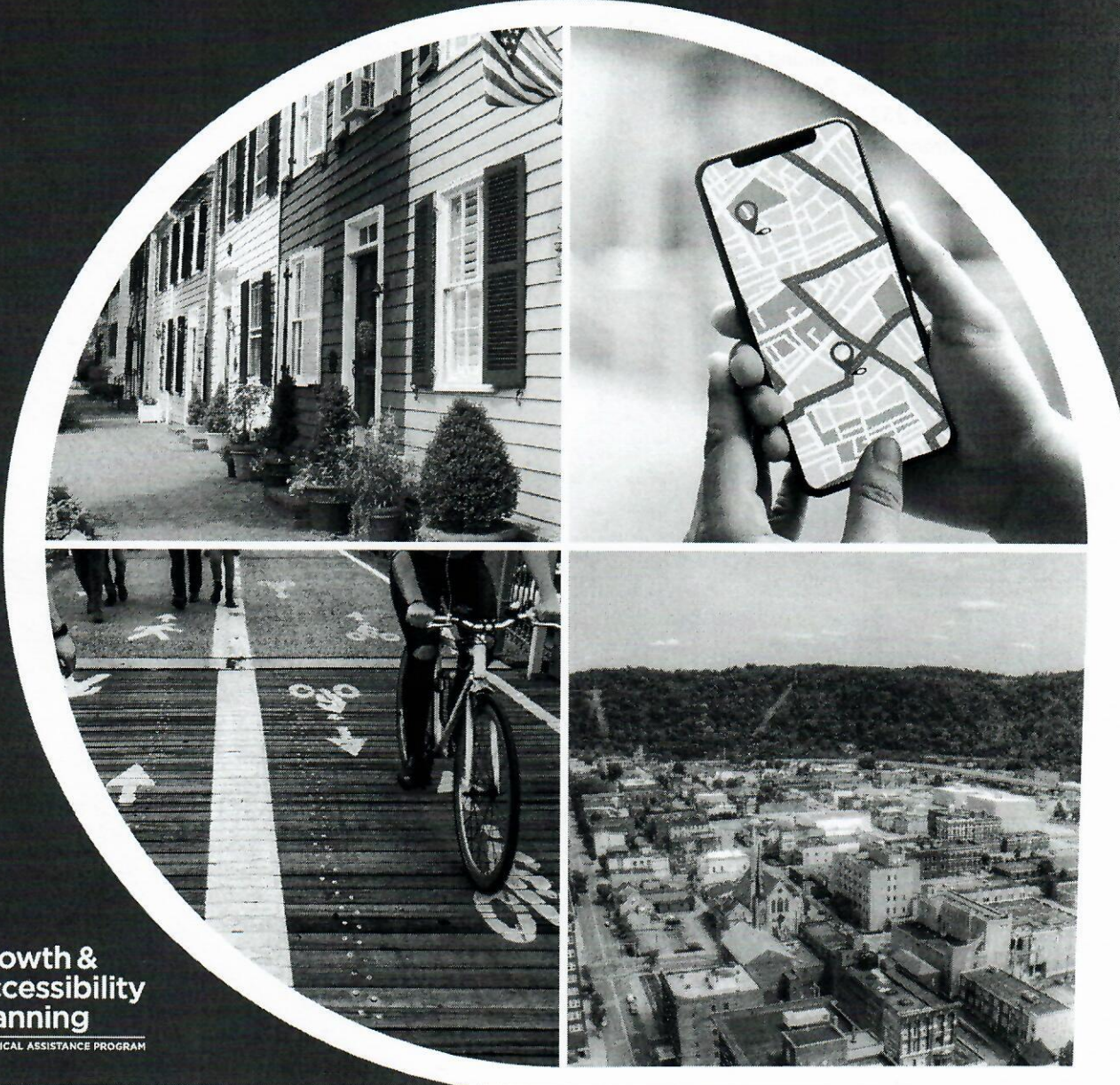
VirginiaDMV | Manager | DMV Select |

[david.showers@dmv.virginia.gov](mailto:david.showers@dmv.virginia.gov) | [www.dmvNOW.com](http://www.dmvNOW.com)

Confidentiality Statement



# GROWTH & ACCESSIBILITY PLANNING TECHNICAL ASSISTANCE PROGRAM GUIDANCE





# GROWTH & ACCESSIBILITY PLANNING TECHNICAL ASSISTANCE PROGRAM GUIDANCE

A Technical Assistance Program administered by the Office of Intermodal Planning and Investment

## FOR MORE INFORMATION

Visit <http://vtrans.org/about/GAP-TA> for information about the Growth and Accessibility Planning Technical Assistance program.

Please contact the Transportation Planning Team at the Office of Intermodal Planning and Investment to request an alternative format.

Office of Intermodal Planning and Investment  
1221 E. Broad Street, 2nd Floor, East Wing  
Richmond, VA 23219  
[GAP-TA@vtrans.org](mailto:GAP-TA@vtrans.org)

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# ACRONYMS

CTB	Commonwealth Transportation Board
DRPT	Virginia Department of Rail and Public Transportation
EEA	Equity Emphasis Area
FIPS	Federal Information Processing Standards
GAP	Growth and Accessibility Planning Technical Assistance Program
GIS	Geographic Information Systems
ITRM	Virginia Information Technology Resource Management
L RTP	Long-range Transportation Plan
MPO	Metropolitan Planning Organization
NPMRDS	National Performance Management Research Data Set
OIPI	Office of Intermodal Planning and Investment
PDC	Planning District Commission
SDE	Spatial Database Engine
SYIP	Six-year Improvement Plan
TDM	Transportation Demand Management
UDA	Urban Development Area
UPC	Universal Project Code
VDOT	Virginia Department of Transportation
VEDP	Virginia Economic Development Partnership

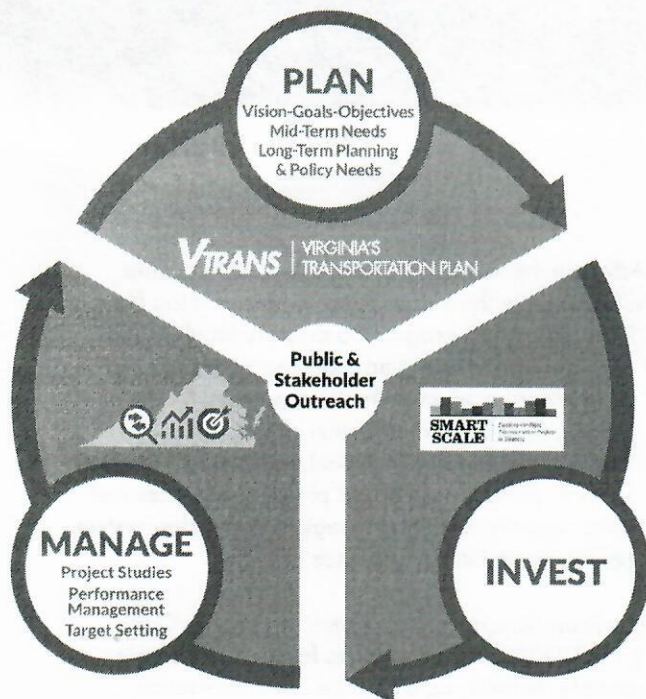


## INTRODUCTION

The purpose of this document is to help jurisdictions, agencies, transportation planners, and decision-makers from across the Commonwealth of Virginia develop applications for the Office of Intermodal Planning and Investment's (OIPI) Growth and Accessibility Planning (GAP) Technical Assistance Program.

### About OIPI

OIPI is located within the Office of the Secretary of Transportation and was created in 2002 to support and advise the Secretary in his/her role as chairperson of the Commonwealth Transportation Board (CTB). OIPI takes a leadership role across three key steps within the performance-based planning and programming process—Plan, Invest, and Manage.



### OIPI's goals are to:

1. Promote transparency and accountability of the programming of transportation funds, including the development of the Six-Year Improvement Program pursuant to Virginia Code § 33.2-214 and the statewide prioritization process pursuant to Virginia Code § 33.2-214.1;
2. Ensure that the Commonwealth has a multimodal transportation system that promotes economic development and all transportation modes, intermodal connectivity, environmental quality, accessibility for people and freight, and transportation safety;
3. Encourage the use of innovation and best practices to improve the efficiency of the Commonwealth's surface transportation network and to enhance the efficacy of strategies to improve such efficiency; and
4. Promote the coordination between transportation investments and land use planning.

### About the GAP Technical Assistance Program

For several years, OIPI has taken a leadership role in promoting the intent of Virginia Code § 15.2-2223.1, which seeks to align infrastructure development with designated Urban Development Areas (UDAs) or growth areas to improve efficiency and effectiveness.

OIPI has also received valuable feedback over the years from various jurisdictions, agencies, and policy makers. This feedback has been used to develop a more streamlined and focused GAP Technical Assistance Program that seeks to advance the goals outlined in the next section.





## PROGRAM GOALS

### The GAP Technical Assistance Program seeks to achieve the following five goals:

1. Advance the CTB's Vision, which was established as part of the 2019 Update of VTrans, Virginia's Transportation Plan:  
 "Virginia's multimodal transportation system will be Good for Business, Good for Communities, and Good to Go. Virginians will benefit from a sustainable, reliable transportation system that advances Virginia businesses, attracts a 21st century workforce, and promotes healthy communities where Virginians of all ages and abilities can thrive."
2. Continue efforts toward achieving the following, pursuant to Virginia Code § 2.2-229:
  - Encourage the use of innovation and best practices to improve the efficiency of the Commonwealth's surface transportation network and to enhance the efficacy of strategies to improve such efficiency; and,
  - Promote the coordination between transportation investments and land use planning.
3. Advance the following CTB's high-priority actions established in the VTrans2040 Implementation Plan:
  - Develop a grant program to prepare local jurisdictions and regions for emerging planning trends and to inform the execution of the VTrans Policy for the Identification and Prioritization of Mid-term Needs.
  - Create a training and technical assistance program to promote performance-based planning practices and build capacity at local and regional agencies, system operators, and mobility service providers.
4. Continue pursuance of the intent of Virginia Code § 15.2-2223.1, which seeks to focus, to the extent possible, federal, state, and local transportation, housing, water and sewer facility, economic development, and other public infrastructure funding for new and expanded facilities on designated UDAs or to similar areas that accommodate growth.
5. Meaningfully inform infrastructure and policy considerations for the execution of the VTrans Policy for the Identification and Prioritization of Mid-term Needs.





## PROGRAM COMPONENTS

The GAP Technical Assistance Program includes the following four components that align with one or more of the goals identified in the previous section:



### GAP Component 1: Conduct multimodal planning within existing or planned UDAs or Growth Areas.

#### Eligible Entities:

- Cities
- Counties
- Towns responsible for development and amendments of comprehensive plans per Virginia Code § 15.2-2223 and maintain their own infrastructure and qualify to receive payments pursuant to Virginia Code § 33.2-319

**Maximum Technical Assistance Amount:**  
\$100,000

**Duration:** Up to 12 months from the date of Contractor Notice to Proceed

**Eligible Activities:** Support the intent of the Virginia Code § 15.2-2223.1, namely support “traditional neighborhood design” by planning for:

- Pedestrian-friendly road design;
- Connectivity of road and pedestrian networks;
- Preservation of natural areas;
- Mixed-use neighborhoods, including mixed housing types, with affordable housing to meet the projected family income distributions of future residential growth;
- Reduction of front and side yard building setbacks;
- Reduction of subdivision street widths and turning radii at subdivision street intersections; and,
- Planning for food access and addressing food deserts.

#### Match Requirements:

- No match required

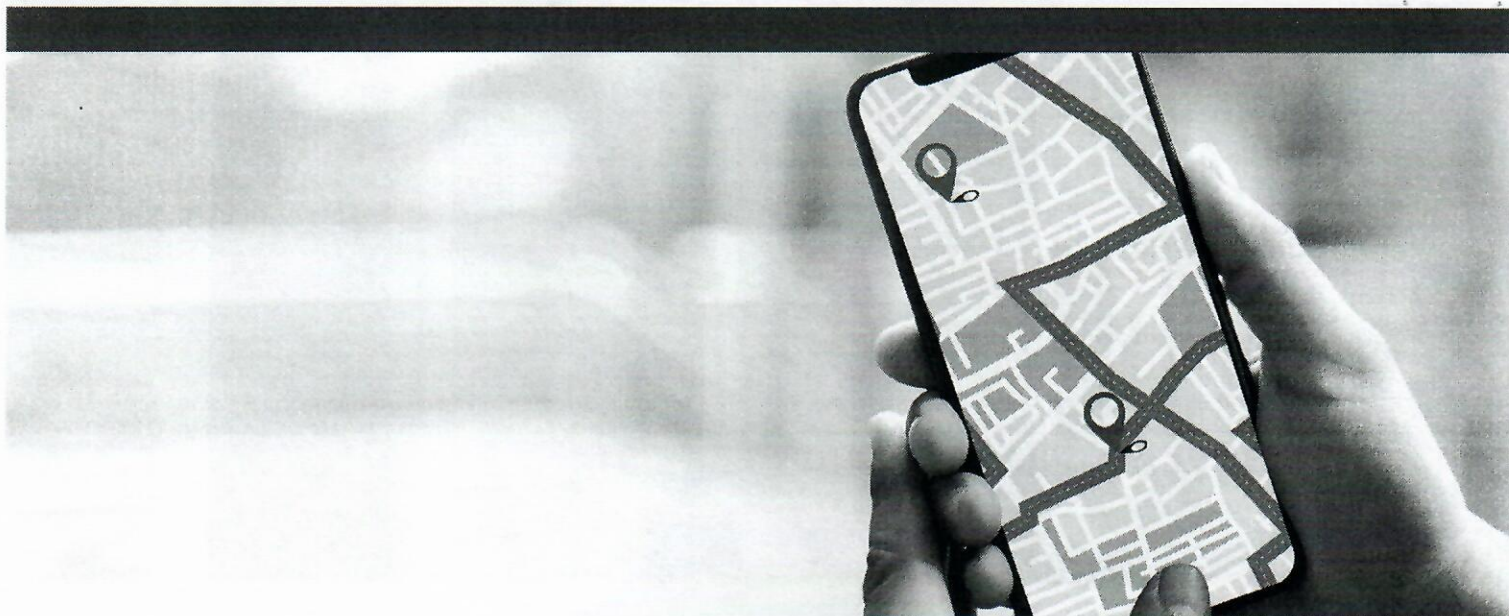
#### Expected Outcomes:

- Designation of growth areas per Virginia Code § 15.2-2223.1 (required, if not a UDA);
- Need identification and planning for multi-modal transportation infrastructure;
- Reconfirmation of existing sidewalk and bicycle lanes by direction or a complete inventory of existing sidewalks and bicycle lanes by direction
- A comparative assessment of existing square footage, permissible square footage, and revised permissible square footage
- A set of location-specific multimodal improvements identified based on performance-based planning to potentially inform the execution of the VTrans Policy for the Identification and Prioritization of Mid-term Needs

#### Application Evaluation Criteria:

- Focus of the proposed planning effort
- Utilization of the end product
- Presence of UDAs
- History of technical assistance provided by OIPI
- Presence of Equity Emphasis Areas identified per the VTrans Policy for the Identification and Prioritization of Mid-term Needs
- Support from governing body or city/town/county manager





## GAP Component 2: Develop or evaluate strategies to address emerging planning issues.

### Eligible Entities:

- Metropolitan Planning Organizations (MPOs).
- Planning District Commissions (PDCs).
- Transit operators that receive state operating assistance from the Mass Transit Trust Fund, as established in Virginia Code § 58.1-638(A)(4)(b)(2) of the Code of Virginia.
- Counties
- Cities
- Towns that maintain their own infrastructure and qualify to receive maintenance payments pursuant to Virginia Code Virginia Code § 33.2-319.

### Maximum Technical Assistance Amount:

\$125,000

### Duration:

- Develop strategies to address emerging planning issues: Up to 9 months from the date of Contractor Notice to Proceed
- Evaluate a currently deployed strategy that addresses one or more emerging planning issues: Up to 30 months from the date of Contractor Notice to Proceed

**Eligible Activities:** These include, but are not limited to, the following:

- Land use and transportation impacts of proliferation of shared mobility (per Taxonomy and Definitions for Terms Related to Shared Mobility and Enabling Technologies, SAE International Publication J3163, issued September 2019)

- Utilization of newly available public or private datasets to modify existing processes or to develop new processes to address one or more well-defined land use or transportation planning need or challenge
- Utilization of mobile computing, including, but not limited to cell phone apps or applications to address one or more well-defined land use or transportation planning need or challenge
- Planning for the projected proliferation of electric vehicles including, but not limited to modifying building codes, on- and off-street parking considerations, etc.

**Match Requirements:** No match required

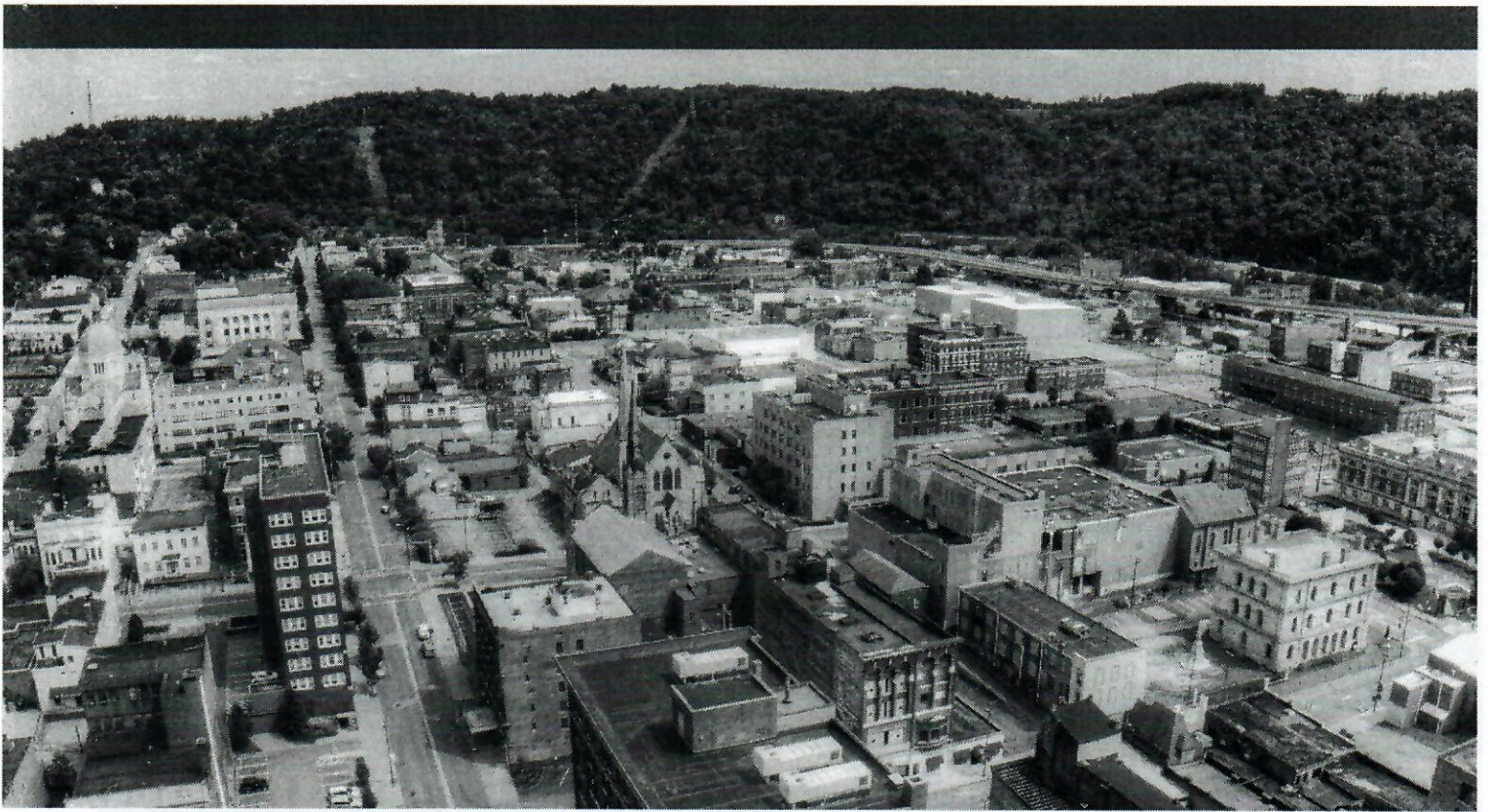
### Expected Outcome:

- A product that could be a mobile application, building code, a contract, or a process that is scalable, replicable, and developed using sound data-driven planning to ensure it can be utilized or deployed by other jurisdictions.

### Application Evaluation Criteria:

- Focus of the proposed planning effort
- Utilization of the end product
- Applicability of the proposed solution to other jurisdictions in the Commonwealth
- Technical resources provided by the applicant
- Presence of Equity Emphasis Areas identified per the VTrans Policy for the Identification and Prioritization of Mid-term Needs
- Support from governing body or city/town/county manager





### GAP Component 3: Develop an accessibility planning process.

#### Eligible Entities:

- Metropolitan Planning Organizations (MPOs).
- Planning District Commissions (PDCs).
- Counties
- Cities
- Towns that maintain their own infrastructure and qualify to receive maintenance payments pursuant to Virginia Code § 33.2-319.

#### Maximum Technical Assistance Amount:

\$100,000

**Duration:** Up to 15 months from the date of Contractor Notice to Proceed

**Eligible Activities:** These include, but are not limited to, the following:

- Identification, validation, calibration, and selection of performance measures and associated thresholds for a performance-based planning process;
- Development of a detailed performance-based planning process template;
- Identification and assignment of roles and responsibilities of all stakeholders in the performance-based planning process; and

- Development of data structure and document templates for the performance-based planning process.
- NOTE: this component is for creating processes to address on-going requirements and to support performance-based planning, but it is not intended to be used for completing plans or studies.

**Match Requirements:** No match required

#### Expected Outcomes:

- A planning process that the recipient of the GAP Technical Assistance Program can utilize for future updates of, for example, Long-Range Transportation Plans (LRTPs), Comprehensive Plans, Rural Long-Range Transportation Plans, Bicycle-Pedestrian Plans, etc.

#### Application Evaluation Criteria:

- Focus of the proposed planning effort
- Utilization of the end product
- Timing of the update of the document under consideration (e.g. next update of LRTP, etc.)
- Presence of Equity Emphasis Areas identified per the VTrans Policy for the Identification and Prioritization of Mid-term Needs
- Support from governing body or city/town/county manager





#### GAP Component 4: Conduct multimodal planning outside urbanized areas.

##### Eligible Entities:

- Planning District Commissions (PDCs).
- Public transit agencies
- Cities
- Counties
- Towns responsible for development and amendments of comprehensive plans per Virginia Code § 15.2-2223 and maintain their own infrastructure and qualify to receive payments pursuant to Virginia Code § 33.2-319

##### Maximum Technical Assistance Amount:

\$60,000

**Duration:** Up to 9 months from the date of Contractor Notice to Proceed

##### Eligible Activities: Support planning for:

- Pedestrian-friendly road design;
- Connectivity of pedestrian networks;
- Preservation of natural areas;
- Mixed-use neighborhoods, including mixed housing types, with affordable housing to meet the projected family income distributions of future residential growth;
- Reduction of front and side yard building setbacks;
- Reduction of subdivision street widths and turning radii at subdivision street intersections; and,
- Planning for food access and addressing food deserts.

**Match Requirements:** No match required

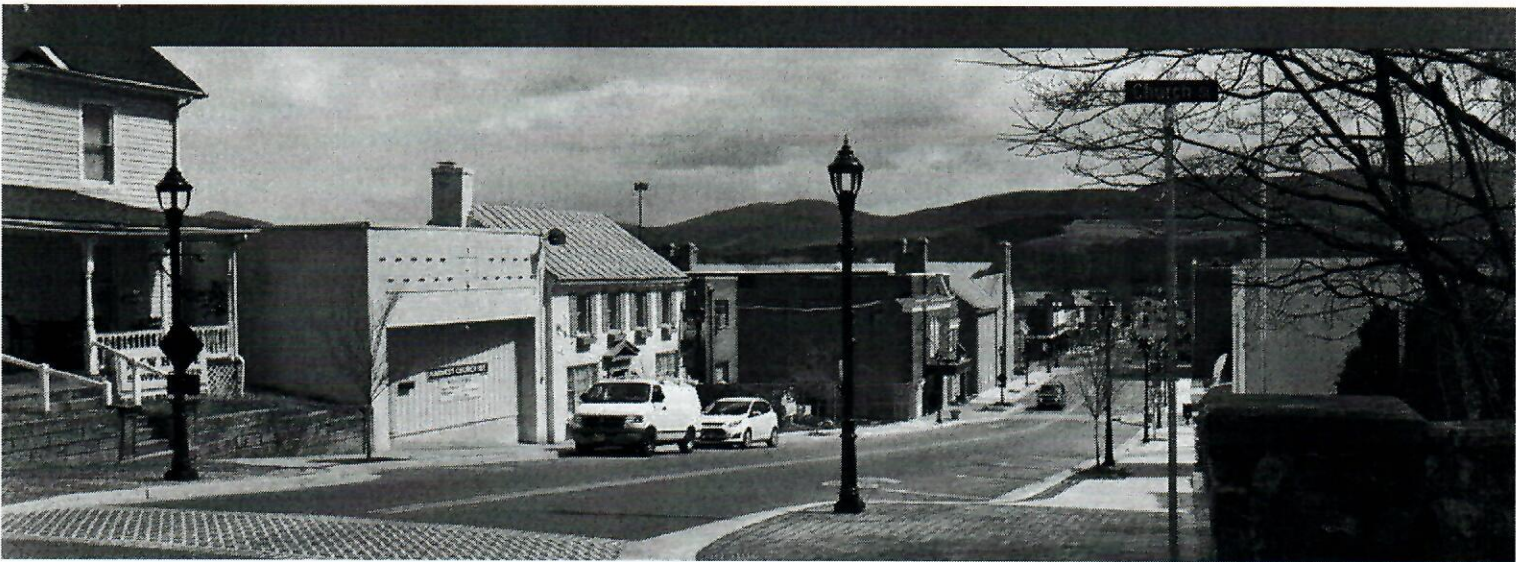
##### Expected Outcome:

- Need identification and planning for multi-modal transportation infrastructure;
- Reconfirmation of existing sidewalk and bicycle lanes by direction or a complete inventory of existing sidewalks and bicycle lanes by direction; and
- A set of location-specific improvements such as sidewalk and crosswalk improvements, shared use paths, transit service and infrastructure identified based on performance-based planning to form the basis for VTrans Mid-term Needs.

##### Application Evaluation Criteria:

- Focus of the proposed planning effort
- Utilization of the end product
- History of technical assistance provided by OIPI
- Planning for Equity Emphasis Areas established per the VTrans Policy for the Identification and Prioritization of Mid-term Needs.
- Support from governing body or city/town/county manager





PROGRAM DETAILS

A summary of entities eligible to submit applications are outlined in Table 1.

Table 1: Summary of Entities Eligible to Submit Applications

Entity Type	Component 1	Component 2	Component 3	Component 4
County	•	•	•	•
City	•	•	•	•
Town, pursuant to Virginia Code § 15.2-2223 and Virginia Code § 33.2-319	•	•	•	•
Planning District Commission (PDC)		•	•	•
Metropolitan Planning Organization (MPO)		•	•	
Transit Operator, pursuant to Virginia Code § 58.1-638(A)(4)(b)(2)		•		•
Maximum duration (from the date of consultant notice to proceed)	12 months	9-30 months	15 months	9 months

Nature of Technical Assistance

All technical assistance will likely be provided in the form of access to an OIPI On-call General Planning Contractor or similar. OIPI will select a consulting team based on contractor availability and qualifications to ensure uniformity in methods and techniques across different GAP-TA program awards. A list of contractors and sub-contractors is included as Appendix A for reference.

This technical assistance provides resources to eligible entities to conduct planning activities. OIP’s contractor’s role is limited to technical work; it is expected that the recipient entities will lead outreach and engagement efforts, ensure support for proposed activities, and be the main public contact for the planning efforts.



## Roles and Responsibilities

Roles and responsibilities of recipients of GAP-TA Program are outlined in Table 2.

**Table 2: Roles and Responsibilities of Program Participants**

Phase	Responsibility	Role		
		OIPI	Consultant	Applicant
Application	Accept applications for technical assistance; provide guidance	•		
	Submit application for technical assistance			•
	Ensure local/regional support for the requested assistance			•
	Evaluate requests for technical assistance	•		
	Select requests for technical assistance for further development	•		
	Develop detailed scope of service			•
	Confirm scoped work meets program requirements	•		
	Select a suitable a consultant to provide technical assistance	•		
Award	Issue Notice-to-Proceed for scoped work			
	Establish contact between the consultant and the applicant			
Technical Assistance	Provide data and respond to requests			•
	Collect data, perform analysis and conduct work per scope		•	
	Ensure adherence to performance-based planning	•	•	•
	Ensure timely and consistent progress		•	•
	Manage consultant on day-to-day basis			•
	Ensure adherence to budget, schedule, and GAP requirements		•	•
	Ensure continued local/regional support for the requested work			•
	Conduct meetings, make presentations to public and agency officials			•
	Provide technical documents and other content needed for meetings		•	
	Submit timely invoices and progress reports to OIPI		•	
	Advise OIPI on consultant invoices and progress reports			•
	Approve invoices and make payments	•		
Closing	Provide all data, files, source codes, spreadsheets, databases, and documents in native file format to OIPI and applicant		•	
	Technical Assistance closeout	•	•	•





## Data Standards, Requirements, and Guidelines

1. All digital content produced, including, but not limited to geographic information systems (GIS) and website, shall comply with the Virginia Information Technology Resource Management (ITRM) policy. All data, information, and lists compiled shall be stored to be compatible with a normalized relational database.
2. The Contractor shall rely on the following agency data prior to developing new datasets:
  - a. **Traffic Volumes:** VDOT's Traffic Engineering Division
  - b. **Vehicle Speeds:** INRIX or National Performance Management Research Data Set (NPMRDS), after consultation with OIPI
  - c. **Origins-Destination:** StreetLight Data, after consultation with OIPI
  - d. **Inventory of Bicycle and Pedestrian Infrastructure:** VDOT Transportation Mobility and Planning Division inventory
  - e. **Economic Development Sites:** Virginia Department of Economic Development (VEDP) Business Ready Sites Program datasets provided by OIPI
  - f. **VTrans Travel Markets:** OIPI
  - g. **Crash History:** VDOT's Traffic Engineering Division
3. For any new data developed by the Contractor, every effort will be made to identify data elements that will make it possible to cross-query between different datasets/lists.
4. Any data entity that can be mapped to a specific geographic location shall be provided in GIS format, as well as Linear Referencing System (LRS) event tables.
5. All GIS data shall be developed in ESRI File Geodatabase format, Spatial Database Engine (SDE) Enterprise Geodatabase, or another agreed-upon format.
6. All documents adhere to the GAP Program Style Guide and Templates provided by OIPI.
7. All digital content shall be provided in native document formats in addition to any published formats.





## FY 22 TECHNICAL ASSISTANCE TIMELINE

Please submit a GAP Technical Assistance Program application using the online application intake system accessible via [vtrans.org](https://vtrans.org). Email us at [GAP-TA@vtrans.org](mailto:GAP-TA@vtrans.org) if you have questions or would like to request more information.

### Application Timeline

Phase	Date
Application Intake Opens	September 1, 2021
OIPI Provides Information and Guidance	September 1–November 1, 2021
Application Intake Ends	November 1, 2021
Application Evaluation Completed	November 30, 2021
Applicants Notified	December 3, 2021
OIPI Issues Notice to Proceed	December 3, 2021–January 3, 2022
Kickoff Meetings	January 2022
Quarterly Update Meetings	Dates to be determined with recipients at a later date



## APPENDIX A: LISTING OF CONSULTING FIRMS INCLUDED IN OIPi ON-CALL GENERAL PLANNING CONTRACT

### 1. Michael Baker International

#### Subcontractors:

- Economic Development Research Group, Inc. (EDR)
- EPR, P.C.
- Fehr & Peers
- High Street Consulting (HSC)
- ICF
- McPherson Consulting, LLC
- Peggy Malone & Associates, Inc.
- Renaissance Planning Group, Inc.
- Southeastern Institute of Research, Inc. (SIR)
- WSP

### 2. Cambridge Systematics, Inc.

#### Subcontractors:

- EPR, P.C.
- Eno
- Foursquare ITP
- KFH Group
- KPMG
- LDA Consulting
- MCV Associates Inc.
- PRR
- Pulsar
- Toole Design
- WRA



# ADDENDA AND ERRATA

Date	Page	Description
September, 2021	11	Added Table 1: Summary of Entities Eligible to Submit Applications
September, 2021	12	Added Table 2: Roles and Responsibilities of Program Participants



# Cash Balance Report

Period Ending 9/30/2021

25%

TOWN OF REMINGTON

10/14/2021 7:42 PM

Page 1/2

Bank 11	Operating Checking (7281) Acct#- 7281		
	Account		Balance
	10-101-01 General - Checking Account		\$6,308.44
	20-101-01 Dmv-Checking Account		-3,625.13
	40-101-01 Water-Checking Account		\$10,016.26
	60-101-01 Cemetery-Checking Account		\$1,888.19
	Bank 11	Total:	\$14,587.76
Bank 12	Operating Deposit (0856) Acct#- 0856		
	Account		Balance
	10-101-03 General-Deposit Account		\$425,824.11
	20-101-03 DMV - Deposit Account		\$131,832.70
	40-101-03 Water-Deposit Account		\$770,686.16
	60-101-03 Cemetery-Deposit Account		\$3,624.10
	Bank 12	Total:	\$1,331,967.07
Bank 14	WATER-LGIP #2236801 Acct#- 2236801		
	Account		Balance
	40-100-11 LGIP#2236801		\$5,890.40
	Bank 14	Total:	\$5,890.40
Bank 15	TFB CD 103847 - 01/02/2023 Acct#- 103847		
	Account		Balance
	40-100-13 TFB CD #103847 Matures 07/01/2021		\$16,526.24
	Bank 15	Total:	\$16,526.24
Bank 16	TFB CD 101432 - 07/27/24 Acct#- 101432		
	Account		Balance
	40-100-14 TFB CD 101432 Matures 07/27/2021		\$9,896.07
	Bank 16	Total:	\$9,896.07
Bank 20	TFB CD 11951 - 01/24/22 Acct#- 11951		
	Account		Balance
	40-100-18 TFB CD 11951 Matures 07/24/2021		\$11,359.08
	Bank 20	Total:	\$11,359.08
Bank 21	TFB CD 11948 - 12/1/2022 Acct#- 11948		
	Account		Balance
	40-100-19 TFB CD 11948 Matures 05/31/2021		\$10,389.90
	Bank 21	Total:	\$10,389.90
Bank 22	TFB CD 11945 - 07/27/22 Acct#- 11945		
	Account		Balance
	40-100-20 TFB CD 11945 Matures 07/27/2022		\$10,721.45
	Bank 22	Total:	\$10,721.45



# Cash Balance Report

Period Ending 9/30/2021

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Bank 23	TFB CD 17855 -07/27/22 Acct#- 17855		
	Account		Balance
	40-100-21 TFB CD 17855 Matures07/27/2022		\$10,780.03
	Bank 23	Total:	\$10,780.03
Bank 24	TFB CD 17858 - 07/27/22 Acct#- 17858		
	Account		Balance
	40-100-22 TFB CD 17858 Matures 07/27/2022		\$10,780.16
	Bank 24	Total:	\$10,780.16
Bank 27	TFB CD 102734 - 12/1/22 Acct#- 102734		
	Account		Balance
	40-100-23 TFB CD 102734 Mature 5/31/21 2		\$14,623.61
	Bank 27	Total:	\$14,623.61
Bank 28	TFB CD 102737 - 05/31/21 COMBINED Acct#- 102737		
	Account		Balance
	40-100-24 TFB CD 102737 Matures 5/31/21		\$0.00
	Bank 28	Total:	\$0.00
Bank 31	BB&T Gen Ob Bond Acct Acct#- 155299886		
	Account		Balance
	40-105-01 Capital Project Loan Acct		\$0.00
	Bank 31	Total:	\$0.00
Bank 33	Cemetery Trust Fund Inves Acct#- 0782		
	Account		Balance
	70-103-01 CEM TRUST FUND INV		\$418,855.49
	Bank 33	Total:	\$418,855.49
Bank 34	Cash Mgmt Acct Acct#- 0856		
	Account		Balance
	60-101-04 Cash Mgmt Acct-Cem		\$3,892.34
	Bank 34	Total:	\$3,892.34

Total Cash Balance:	\$1,870,269.60
---------------------	----------------



# GL Balance Sheet

Period Ending 9/30/2021

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## 10 General Fund

### Asset

10-100-04 Petty Cash	\$1,150.00
10-101-01 General - Checking Account	\$6,308.44
10-101-03 General-Deposit Account	\$425,824.11
Total	\$433,282.55

### Liability

10-210-04 Withheld State Taxes	\$691.77	
10-210-05 Withheld Retirement	-\$171.16	
10-210-07 Withheld Retirement	\$63.93	
10-280-00 Tax Prepayments	\$3,822.82	
10-290-01 Unrestricted Fund Reserve	-\$250,450.30	
Current Fund Balance Adjustment	\$207,505.44	← Current year
P/Y Fund Balance Adjustment	\$471,820.05	YE 6/30/21
Total	\$433,282.55	

## 10 General Fund

Liability Total \$866,565.10



# Budget vs Actual (Summary)

25%

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Period Ending 9/30/2021

## 10 General Fund

Description	Budget	MTD	YTD	Variance	Percent
<b>Revenues</b>					
	680,536	14,923.64	386,476.65	(294,059.01)	57% *
Revenues Totals:	680,536	14,923.64	386,476.65	(294,059.01)	57%
<b>Expenses</b>					
SALARIES & WAGES	131,446	17,015.21	94,577.82	36,868.48	72%
REPAIRS & MAINTENANCE	18,500	1,321.50	4,870.35	13,629.65	26%
UTILITIES	2,600	211.78	799.67	1,800.33	31%
GENERAL & ADMIN EXPENSES	28,279	2,352.84	11,338.31	16,940.69	40%
PROFESSIONAL FEES	15,200	375.00	(250.00)	15,450.00	-2%
OTHER FEES	4,500	238.02	747.05	3,752.95	17%
ANNEXATION/ZONING	1,650	0.00	1,650.00	0.00	100%
OTHER EXPENSES	11,500	0.00	200.00	11,300.00	2%
COMMUNITY PROJECTS	0	0.00	0.00	0.00	
POLICE DEPARTMENT	65,254	6,394.32	29,876.45	35,377.34	46%
STREETS,LIGHTS& SIDEWALKS	15,500	629.14	1,887.75	13,612.25	12%
REIMBURSEABLE EXPENSES	371,107	7,533.09	16,516.45	354,590.12	4%
CAPITAL OUTLAYS	15,000	0.00	16,757.36	(1,757.36)	112%
Expenses Totals:	680,536	36,070.90	178,971.21	501,564.45	26%
10 General Fund Totals:		(21,147.26)	207,505.44		

\* Includes COVID FUNDS (341,343)







## Budget vs Actual

TOWN OF REMINGTON

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Period Ending 9/30/2021

### 10 General Fund

Description	Budget	MTD	YTD	Variance	Percent
<b>Revenues</b>					
10-301-07 2007 Personal Property Tax	0	0.00	0.00	0.00	
10-301-08 2008 Property Taxes	0	0.00	0.00	0.00	
10-301-09 2009 Property Taxes	0	0.00	0.00	0.00	
10-301-10 2010 Property Tax	0	0.00	0.00	0.00	
10-301-11 2011 Property Taxes	0	0.38	0.38	0.38	
10-301-12 2012 Personal Property	0	0.00	0.00	0.00	
10-301-13 2013 Personal Property	0	0.00	0.00	0.00	
10-301-14 2014 Personal Property Taxes	0	0.00	0.00	0.00	
10-301-15 2015 Personal Property Tax	0	0.00	0.00	0.00	
10-301-16 2016 Personal Property Tax	0	0.00	0.00	0.00	
10-301-17 2017 Personal Property Tax	0	0.00	20.06	20.06	
10-301-18 2018 Personal Prop Tax	0	0.39	34.60	34.60	
10-301-19 2019 Personal Property Tax	125	0.00	155.45	30.45	124%
10-301-20 2020 Personal Property	1,000	200.97	836.96	(163.04)	84%
10-301-21 2021 Personal Property Tax	40,000	0.00	15,668.90	(24,331.10)	39%
10-302-07 2007 Real Estate Tax	0	0.00	0.00	0.00	
10-302-08 2008 Real Estate Tax	0	0.00	0.00	0.00	
10-302-09 2009 Real Estate Taxes	0	0.00	0.00	0.00	
10-302-10 2010 Real Estate Tax	0	0.00	0.00	0.00	
10-302-11 2011 Real Estate Tax	0	0.00	0.00	0.00	
10-302-12 2012 Real Estate Taxes	0	0.00	0.00	0.00	
10-302-13 2013 Real Estate Taxes	0	0.00	0.00	0.00	
10-302-14 2014 Real Estate Taxes	0	0.00	0.00	0.00	
10-302-15 2015 R/E Tax	0	0.00	0.00	0.00	
10-302-16 2016 Real Estate Taxes	0	0.00	0.00	0.00	
10-302-17 2017 Real Estate Taxes	0	0.00	0.00	0.00	
10-302-18 2018 Real Estate Tax	0	0.00	11.51	11.51	
10-302-19 2019 Real Estate Tax	100	7.42	(3,194.24)	(3,294.24)	-3194%
10-302-20 2020 Real Estate Tax	500	187.13	292.51	(207.49)	59%
10-302-21 2021 Real Estate Tax	63,000	0.00	0.00	(63,000.00)	
10-303-01 Sales Taxes	45,972	5,328.50	15,466.49	(30,505.51)	34%
10-303-02 Utility Taxes	30,000	2,386.79	6,915.21	(23,084.79)	23%
10-303-03 Bank Stock Taxes	0	0.00	0.00	0.00	
10-303-04 Rolling Rail Taxes	440	0.00	423.91	(16.09)	96%
10-303-05 Misc. State Revenue	2,000	0.00	144.00	(1,856.00)	7%
10-306-01 Donations	0	0.00	0.00	0.00	
10-310-01 Business Licenses	19,000	81.00	111.00	(18,889.00)	1%
10-310-02 Vehicle Decals	8,000	125.00	441.00	(7,559.00)	6%
10-310-03 Refuse Tipping Fees	540	45.00	135.00	(405.00)	25%
10-310-04 Zoning Permits	2,000	0.00	175.00	(1,825.00)	9%
10-310-07 Fire & Rescue Assistance	10,000	0.00	0.00	(10,000.00)	
10-310-08 FIRE & RESCUE GRANTS	0	0.00	0.00	0.00	
10-313-54 Copier/Notary Income	300	0.00	7.00	(293.00)	2%



## Budget vs Actual

TOWN OF REMINGTON

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Period Ending 9/30/2021

### 10 General Fund

Description	Budget	MTD	YTD	Variance	Percent
10-318-08 Misc Grant Revenue	0	0.00	0.00	0.00	
10-319-01 Police Fines	5,000	145.00	887.42	(4,112.58)	18%
10-319-02 Law Enforcement Assist	17,664	4,416.00	4,416.00	(13,248.00)	25% ✓
10-319-03 Community Relations	0	0.00	0.00	0.00	
10-319-04 Other Police Funding	500	50.00	50.00	(450.00)	10%
10-319-05 Police-E Summons	50	36.71	55.55	5.55	111%
10-319-06 Police-Asset Forfeiture	0	0.00	0.00	0.00	
10-319-08 Police Grants	0	0.00	0.00	0.00	
10-319-09 DMV Police Citation Stop Fee	0	0.00	0.00	0.00	
10-329-19 Covid-19 Recovery	341,343	(6,289.06) ①	335,053.94	(6,289.06)	98%
10-329-65 Cost Recovery - Reimbursable Exp. - 200 Franklin	0	0.00	0.00	0.00	
10-331-04 Rent From DMV	32,500	8,125.00	8,125.00	(24,375.00)	25% ✓
10-332-01 MMDA Interest	0	0.00	0.00	0.00	
10-332-02 Interest & Penalties-Tax	1,300	135.49	402.08	(897.92)	31%
10-332-03 Return Check Fees	0	0.00	0.00	0.00	
10-332-04 Miscellaneous Income	200	41.92	66.92	(133.08)	33%
10-332-05 DMV Stop Fee	0	(100.00)	(225.00)	(225.00)	
10-333-02 Community Projects	0	0.00	0.00	0.00	
10-334-01 Sale of Assets	0	0.00	0.00	0.00	
10-390-00 Prior Year Surplus	59,002	0.00	0.00	(59,001.66)	
Revenues Totals:	680,536	14,923.64	386,476.65	(294,059.01)	57% ↑

① Manual pay corrections for Aug. & Sept.



# Budget vs Actual

TOWN OF REMINGTON

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Period Ending 9/30/2021

## 10 General Fund

Description	Budget	MTD	YTD	Variance	Percent
<b>Expenses</b>					
10-401-01 Salaries & Wages	94,387	14,153.70	81,542.97	12,843.94	86% ①
10-401-02 FICA Tax Expense	5,855	876.60	5,052.85	802.14	86%
10-401-03 MEDICARE Tax Expense	1,369	205.04	1,181.72	186.89	86%
10-401-04 SUTA Tax Expense	50	0.00	85.94	(35.94)	172%
10-401-05 FUTA Tax Expense	0	0.00	0.00	0.00	
10-401-06 Health Insurance Expense	18,076	995.44	4,773.52	13,302.80	26% ✓
10-401-07 Life Insurance Expense	824	65.29	201.51	622.49	24% ✓
10-401-08 Retirement Expense	9,443	380.83	1,062.69	8,380.78	11% ?
10-401-10 Workers' Compensation Ins	1,442	338.31	676.62	765.38	47% 28%
SALARIES & WAGES Totals:	131,446	17,015.21	94,577.82	36,868.48	72%
10-411-20 R&M - Vehicles	1,500	96.27	191.28	1,308.72	13%
10-411-21 R&M - Equipment	600	1,121.60 ②	1,368.14	(768.14)	228%
10-411-22 R&M - Rental Units	0	0.00	0.00	0.00	
10-411-23 R&M Trash Truck	9,000	0.00	2,896.86	6,103.14	32%
10-411-24 R&M - Office Equipment	450	0.00	0.00	450.00	
10-411-25 R&M - Town Hall	750	64.00	152.05	597.95	20%
10-411-26 R&M - Parking Lot	5,000	0.00	10.67	4,989.33	0%
10-411-27 R&M - Tools & Supplies	1,000	26.30	212.48	787.52	21%
10-411-32 R&M - 105 Shop	200	13.33	38.87	161.13	19%
REPAIRS & MAINTENANCE Totals:	18,500	1,321.50	4,870.35	13,629.65	26%
10-412-31 Utilities-Town Hall	2,000	137.89	509.44	1,490.56	25%
10-412-32 Utilities-105 Shop	600	73.89	290.23	309.77	48% ③
UTILITIES Totals:	2,600	211.78	799.67	1,800.33	31%
10-413-40 Property Insurance	3,500	901.53	1,803.06	1,696.94	52% 28%
10-413-41 General Advertising	1,000	0.00	83.07	916.93	8%
10-413-42 Bank Service Charges	1,704	165.73	392.94	1,311.06	23%
10-413-44 Dues & Subscriptions	2,000	0.00	661.96	1,338.04	33%
10-413-45 Office Supplies	3,000	206.14	572.64	2,427.36	19%
10-413-46 Telephone	2,500	215.83	647.13	1,852.87	26%
10-413-47 Training & Seminars	3,175	0.00	0.00	3,175.00	
10-413-49 Interest Expense	0	0.00	0.00	0.00	
10-413-50 Election Expense	2,400	0.00	0.00	2,400.00	
10-413-51 Miscellaneous Expense	500	0.00	0.00	500.00	
10-413-52 Software Support	5,100	0.00	821.25	4,278.75	16%
10-413-53 Software Expense	3,000	0.00	5,342.50	(2,342.50)	178%
10-413-54 Office Equipment	400	863.61 ④	1,013.76	(613.76)	253%
GENERAL & ADMIN Totals:	28,279	2,352.84	11,338.31	16,940.69	40%
<b>EXPENSES</b>					
10-414-60 Legal Fees	7,200	0.00	(1,375.00)	8,575.00	-19%
10-414-61 Audit Fees	3,500	0.00	0.00	3,500.00	
10-414-62 Accounting Fees	4,500	375.00	1,125.00	3,375.00	25% ✓

① Includes (YTD) Bonuses MTD Increases 3 PAYPERIODS

② TRAILER REPAIR \$1079.85 (All General?) ④ New office chairs, COPIER (split 3 ways)

③ 4 MONTHS + DOMINION ENERGY ↑



## Budget vs Actual

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Period Ending 9/30/2021

### 10 General Fund

Description	Budget	MTD	YTD	Variance	Percent
10-414-63 Recorder Fees	0	0.00	0.00	0.00	
10-414-64 Consultant Fees	0	0.00	0.00	0.00	
PROFESSIONAL FEES Totals:	15,200	375.00	(250.00)	15,450.00	-2%
10-415-70 Refuse Collection Expense	3,000	148.81	390.84	2,609.16	13%
10-415-71 Landfill Tipping Fees	0	0.00	0.00	0.00	
10-415-72 Recycling Site Expense	1,500	89.21	356.21	1,143.79	24% ✓
OTHER FEES Totals:	4,500	238.02	747.05	3,752.95	17%
10-416-01 Salaries & Wages	0	0.00	0.00	0.00	
10-416-02 FICA Tax Expense	0	0.00	0.00	0.00	
10-416-03 MEDICARE Tax Expense	0	0.00	0.00	0.00	
10-416-04 SUTA Tax Expense	0	0.00	0.00	0.00	
10-416-05 FUTA Tax Expense	0	0.00	0.00	0.00	
10-416-41 Zoning Advertising	650	0.00	0.00	650.00	
10-416-50 Violation Enforcement	0	0.00	0.00	0.00	
10-416-60 Legal Fees	1,000	0.00	1,650.00	(650.00)	165%
10-416-75 Comprehensive Plan	0	0.00	0.00	0.00	
10-416-76 Annexation Expense	0	0.00	0.00	0.00	
ANNEXATION/ZONING Totals:	1,650	0.00	1,650.00	0.00	100%
10-417-79 Community Relations	1,500	0.00	200.00	1,300.00	13%
10-417-80 Fire & Rescue Expense	10,000	0.00	0.00	10,000.00	
OTHER EXPENSES Totals:	11,500	0.00	200.00	11,300.00	2%
10-418-12 Misc Grant Expenditure	0	0.00	0.00	0.00	
COMMUNITY PROJECTS Totals:	0	0.00	0.00	0.00	
10-419-00 Capital Outlays	0	0.00	0.00	0.00	
10-419-01 Salaries & Wages	41,434	3,339.79 ①	20,199.86	21,234.14	49%
10-419-02 FICA Tax Expense	2,569	207.06	1,252.37	1,316.63	49%
10-419-03 MEDICARE Expense	601	48.43	292.90	307.89	49%
10-419-04 SUTA Tax Expense	0	0.00	0.00	0.00	
10-419-05 FUTA Tax Expense	0	0.00	0.00	0.00	
10-419-10 Workers' Compensation Ins	1,600	375.90	751.80	848.20	47% 2qts
10-419-11 Officers Liability Ins	3,900	413.49	2,799.59	1,100.41	72%
10-419-12 Grant Expenditures	500	0.00	0.00	500.00	2qts + lot
10-419-13 Police Funding Expenditures	0	0.00	0.00	0.00	
10-419-14 Police Expenditure-Fauquier	0	0.00	0.00	0.00	
10-419-15 Police Exp-eSummons	0	0.00	0.00	0.00	
10-419-16 Police Exp-Asset Forfeit	0	0.00	0.00	0.00	
10-419-20 R&M - Vehicles	800	778.27 ②	980.99	(180.99)	123%
10-419-21 R&M - Equipment	800	0.00	0.00	800.00	
10-419-22 R&M - Fuel	2,000	208.38	404.27	1,595.73	20%
10-419-30 Utilities	850	73.89	290.23	559.77	34%
10-419-32 R&M - 105	400	13.33	26.66	373.34	7%
10-419-40 Vehicle Insurance	1,250	300.72	601.44	648.56	48% 2qts

① 3 pay periods  
② Dodge Charger-



## Budget vs Actual

TOWN OF REMINGTON  
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Period Ending 9/30/2021

### 10 General Fund

Description	Budget	MTD	YTD	Variance	Percent
10-419-42 Bank Service Charges	0	0.00	0.00	0.00	
10-419-44 Dues & Subscriptions	200	0.00	0.00	200.00	
10-419-45 Office Supplies	200	0.00	0.00	200.00	
10-419-46 Telephone	3,000	260.06	779.48	2,220.52	26%
10-419-47 Training & Seminars	2,000	375.00	375.00	1,625.00	19%
10-419-52 Software Support	2,000	0.00	(156.25)	2,156.25	-8%
10-419-53 Software Expense	0	0.00	0.00	0.00	
10-419-55 Uniforms	300	0.00	0.00	300.00	
10-419-60 Legal Fees	650	0.00	1,170.00	(520.00)	180%
10-419-79 Community Relations	200	0.00	108.11	91.89	54%
POLICE DEPARTMENT Totals:	65,254	6,394.32	29,876.45	35,377.34	46%
10-420-26 R&M-Street Lgts&Sidewlks	7,500	0.00	0.00	7,500.00	
10-420-31 Electricity-Street Lights	8,000	629.14	1,887.75	6,112.25	24% ✓
STREETS,LIGHTS& Totals:	15,500	629.14	1,887.75	13,612.25	12%
SIDEWALKS					
10-429-19 Covid-19 Expense	371,107	7,533.09	16,516.45	354,590.12	4%
10-429-65 Reimbursable Expense - 200 Franklin Street	0	0.00	0.00	0.00	
REIMBURSEABLE Totals:	371,107	7,533.09	16,516.45	354,590.12	4%
EXPENSES					
10-450-00 Capital Outlays	15,000	0.00	16,757.36 ①	(1,757.36)	112% ✓
CAPITAL OUTLAYS Totals:	15,000	0.00	16,757.36	(1,757.36)	112%
Expenses Totals:	680,536	36,070.90	178,971.21	501,564.45	26%

① Trash truck payment



Budget vs Actual

Period Ending 9/30/2021

10 General Fund Totals:

MTD

(21,147.26)

YTD

207,505.44



GL Balance Sheet  
Period Ending 9/30/2021

TOWN OF REMINGTON

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20 DMV Fund

Asset

20-100-04 Petty Cash	\$50.00
20-100-07 Cash Drawer	\$250.00
20-101-01 Dmv-Checking Account	-\$3,625.13 ?
20-101-03 DMV - Deposit Account	\$131,832.70
Total	\$128,507.57

Liability

20-210-04 Withheld State Taxes	\$360.21
20-210-05 Withheld Retirement	\$4,959.34
20-210-07 Withheld Retirement	\$50.70
20-290-01 Unrestricted Fund Reserve	\$101,488.65
Current Fund Balance Adjustment	-\$11,368.91 -current yr.
P/Y Fund Balance Adjustment	\$33,017.58 previous yr. end.
Total	\$128,507.57

20 DMV Fund

Liability Total \$257,015.14

**Budget vs Actual (Summary)**

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Period Ending 9/30/2021

20 DMV Fund

Description	Budget	MTD	YTD	Variance	Percent
Revenues					
	188,287	16,230.90	52,198.26	(136,088.53)	28%
Revenues Totals:	188,287	16,230.90	52,198.26	(136,088.53)	28%
Expenses					
SALARIES & WAGES	144,037	11,011.07	53,210.49	90,826.30	37%
GENERAL & ADMIN EXPENSES	38,250	8,828.02	10,356.68	27,893.32	27%
CAPITAL OUTLAYS	6,000	0.00	0.00	6,000.00	
Expenses Totals:	188,287	19,839.09	63,567.17	124,719.62	34%
20 DMV Fund Totals:		(3,608.19)	(11,368.91)		



Budget vs Actual

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Period Ending 9/30/2021

20 DMV Fund

Description	Budget	MTD	YTD	Variance	Percent
Revenues					
20-310-08 DMV Commissions	150,000	16,230.90	52,198.26	(97,801.74)	35% ↑
20-310-10 Dmv Postage Reimburse	0	0.00	0.00	0.00	
20-332-01 Interest Income	0	0.00	0.00	0.00	
20-390-00 Prior Year Surplus	38,287	0.00	0.00	(38,286.79)	
Revenues Totals:	188,287	16,230.90	52,198.26	(136,088.53)	28%

## Budget vs Actual

TOWN OF REMINGTON

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Period Ending 9/30/2021

20 DMV Fund

Description	Budget	MTD	YTD	Variance	Percent
<b>Expenses</b>					
20-401-01 Salaries & Wages	112,689	9,481.92 <sup>①</sup>	47,087.33	65,601.37	42%
20-401-02 FICA Tax Expense	6,987	586.91	2,916.55	4,070.15	42%
20-401-03 Medicare Tax Expense	1,634	137.24	682.10	951.89	42%
20-401-04 SUTA Tax Expense	0	0.00	0.00	0.00	
20-401-05 FUTA Tax Expense	0	0.00	0.00	0.00	
20-401-06 Health Insurance Exp	17,525	490.78	1,472.34	16,052.86	8%
20-401-07 Life Insurance Expense	650	54.75	161.07	488.93	25% ✓
20-401-08 Retirement Expense	4,397	221.88	815.92	3,581.08	19%
20-401-10 Workers' Compensation Ins	155	37.59	75.18	80.02	48% <sup>24%</sup>
<b>SALARIES &amp; WAGES Totals:</b>	144,037	11,011.07	53,210.49	90,826.30	37%
20-413-41 Advertising	150	0.00	0.00	150.00	
20-413-42 Bank Charges	0	0.00	0.00	0.00	
20-413-45 Office Supplies	2,000	40.90	174.18	1,825.82	9%
20-413-46 Telephone	2,400	190.48	581.74	1,818.26	24% ✓
20-413-48 Rent	32,500	8,125.00	8,125.00	24,375.00	25% ✓
20-413-52 Software Support	0	0.00	0.00	0.00	
20-413-54 Office Equipment	1,000	471.64	1,475.76	(475.76)	148% <sup>②</sup>
20-413-59 Travel	200	0.00	0.00	200.00	
<b>GENERAL &amp; ADMIN Totals:</b>	38,250	8,828.02	10,356.68	27,893.32	27%
<b>EXPENSES</b>					
20-450-00 Capital Outlay	6,000	0.00	0.00	6,000.00	
<b>CAPITAL OUTLAYS Totals:</b>	6,000	0.00	0.00	6,000.00	
<b>Expenses Totals:</b>	188,287	19,839.09	63,567.17	124,719.62	34% ✓

① 3 pay periods  
 ② Chairs, Copier, etc. (1/3)



Budget vs Actual

TOWN OF REMINGTON  
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Period Ending 9/30/2021

	<u>MTD</u>	<u>YTD</u>
20 DMV Fund Totals:	(3,608.19)	(11,368.91)

# GL Balance Sheet

Period Ending 9/30/2021

TOWN OF REMINGTON

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## 40 Water Fund

### Asset

40-100-11 LGIP#2236801	\$5,890.40
40-100-13 TFB CD #103847 Matures 07/01/2021	\$16,526.24
40-100-14 TFB CD 101432 Matures 07/27/2021	\$9,896.07
40-100-18 TFB CD 11951 Matures 07/24/2021	\$11,359.08
40-100-19 TFB CD 11948 Matures 05/31/2021	\$10,389.90
40-100-20 TFB CD 11945 Matures 07/27/2022	\$10,721.45
40-100-21 TFB CD 17855 Matures 07/27/2022	\$10,780.03
40-100-22 TFB CD 17858 Matures 07/27/2022	\$10,780.16
40-100-23 TFB CD 102734 Mature 5/31/21	\$14,623.61
40-101-01 Water-Checking Account	\$10,016.26
40-101-03 Water-Deposit Account	\$770,686.16
<b>Total</b>	<b>\$881,669.36</b>

### Liability

40-210-04 Withheld State Taxes	\$467.48
40-210-05 Withheld Retirement	-\$3,042.86
40-210-07 Withheld Retirement	\$105.82
40-250-00 Refundable Deposits	\$40,047.60
40-250-01 Water Deposit Prepayment	\$5,416.02
40-290-01 Unrestricted Fund Reserves	\$781,920.42
Current Fund Balance Adjustment	-\$13,219.00
P/Y Fund Balance Adjustment	\$69,973.88
<b>Total</b>	<b>\$881,669.36</b>

## 40 Water Fund

### Liability Total

\$1,763,338.72

*Current yr  
prior years*



# Budget vs Actual (Summary)

TOWN OF REMINGTON  
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Period Ending 9/30/2021

## 40 Water Fund

Description	Budget	MTD	YTD	Variance	Percent
<b>Revenues</b>					
	363,985	35,276.91	93,473.00	(270,512.00)	26% ✓
Revenues Totals:	363,985	35,276.91	93,473.00	(270,512.00)	26%
<b>Expenses</b>					
SALARIES & WAGES	147,739	14,113.12	33,439.55	114,299.04	23%
WATER EXPENDITURES	16,050	1,865.67	6,194.01	9,855.99	39%
REPAIRS & MAINTENANCE	34,450	272.11	10,743.76	23,706.24	31%
UTILITIES	11,600	170.26	2,606.26	8,993.74	22%
GENERAL & ADMIN EXPENSES	14,918	1,624.22	4,452.22	10,465.78	30%
PROFESSIONAL FEES	15,200	375.00	(250.00)	15,450.00	-2%
REIMBURSEABLE EXPENSES	0	0.00	0.00	0.00	
CAPITAL OUTLAYS	69,724	0.00	0.00	69,724.41	
	54,304	0.00	49,506.20	4,797.80	91%
	0	0.00	0.00	0.00	
Expenses Totals:	363,985	18,420.38	106,692.00	257,293.00	29% ↑
40 Water Fund Totals:		16,856.53	(13,219.00)		

## Budget vs Actual

TOWN OF REMINGTON

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Period Ending 9/30/2021

### 40 Water Fund

Description	Budget	MTD	YTD	Variance	Percent
<b>Revenues</b>					
40-300-00 Refuse Collection	0	0.00	0.00	0.00	
40-300-01 Received at Town	330,000	34,591.55	82,753.86	(247,246.14)	25% ✓
40-300-02 Received at Bank	0	0.00	0.00	0.00	
40-300-03 SDWA Fees	2,000	204.85	1,899.46	(100.54)	95% ✓
40-311-01 New Account Fees	4,000	425.00	1,195.60	(2,804.40)	30% ✓
40-311-02 Reconnection Fees	4,000	0.00	0.00	(4,000.00)	
40-311-03 Tap Fees	22,500	0.00	7,500.00	(15,000.00)	33% ✓
40-320-00 Other Revenues	0	0.00	0.00	0.00	
40-332-01 Interest - Savings Acct.	10	0.30	0.61	(9.39)	6%
40-332-02 Interest - C/D's	1,300	55.21	88.47	(1,211.53)	7%
40-332-03 Returned Check Fees	175	0.00	35.00	(140.00)	20% ✓
40-335-05 CIP Loan Proceeds	0	0.00	0.00	0.00	
40-335-06 CIP Loan Proceeds Interest	0	0.00	0.00	0.00	
40-340-00 State Revenue	0	0.00	0.00	0.00	
40-390-00 Prior Year Surplus	0	0.00	0.00	0.00	
<b>Revenues Totals:</b>	<b>363,985</b>	<b>35,276.91</b>	<b>93,473.00</b>	<b>(270,512.00)</b>	<b>26%</b>



# Budget vs Actual

TOWN OF REMINGTON

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Period Ending 9/30/2021

## 40 Water Fund

Description	Budget	MTD	YTD	Variance	Percent
<b>Expenses</b>					
40-401-01 Salaries & Wages	103,603	10,243.17	24,205.49	79,397.94	23%
40-401-02 FICA Tax Expense	6,423	635.06	1,500.71	4,922.70	23%
40-401-03 MEDICARE Expense	1,502	148.53	350.99	1,151.26	23%
40-401-04 SUTA Expense	0	0.00	0.00	0.00	
40-401-05 FUTA Expense	0	0.00	0.00	0.00	
40-401-06 Health Insurance Expense	25,515	1,879.78	4,528.14	20,986.47	18%
40-401-07 Life Insurance Expense	1,366	99.24	329.86	1,036.32	24%
40-401-08 Retirement Expense	8,203	844.21	1,998.10	6,204.86	24%
40-401-10 Workers' Compensation Ins	1,126	263.13	526.26	599.49	47%
<b>SALARIES &amp; WAGES Totals:</b>	147,739	14,113.12	33,439.55	114,299.04	23%
40-410-85 Water Testing Expense	3,500	42.74	312.74	3,187.26	9%
40-410-86 SDWA Fees	2,000	0.00	1,980.00	20.00	99%
40-410-87 Meter Reading Expense	50	0.00	0.00	50.00	
40-410-88 Billing Expense	4,500	356.26	1,256.28	3,243.72	28%
40-410-89 Water Treatment Expense	6,000	1,466.67 <sup>①</sup>	2,644.99	3,355.01	44%
<b>WATER EXPENDITURES Totals:</b>	16,050	1,865.67	6,194.01	9,855.99	39%
40-411-20 R&M - Vehicles	1,500	65.41	316.23	1,183.77	21%
40-411-21 R&M - Pumps	200	0.00	0.00	200.00	
40-411-22 R&M - Distribution System	15,000	68.00	1,856.19	13,143.81	12%
40-411-23 R&M - Meters	250	0.00	0.00	250.00	
40-411-24 R&M - System Supplies	1,000	0.00	0.00	1,000.00	
40-411-25 R&M - 5th St Tower	7,200	0.00	8,376.92	(1,176.92)	116%
40-411-26 R&M - Lee's Glen Tower	5,500	0.00	0.00	5,500.00	
40-411-27 R&M - Tools & Supplies	500	125.36	167.74	332.26	34%
40-411-28 R&M Pump Generator	3,000	0.00	0.00	3,000.00	
40-411-32 R&M - Shop	300	13.34	26.68	273.32	9%
<b>REPAIRS &amp; MAINTENANCE Totals:</b>	34,450	272.11	10,743.76	23,706.24	31%
40-412-30 Utilities	3,000	96.36	539.22	2,460.78	18%
40-412-31 Utilities - Pumps	8,000	0.00	1,776.81	6,223.19	22%
40-412-32 Utilities-105 Shop	600	73.90 <sup>②</sup>	290.23	309.77	48%
<b>UTILITIES Totals:</b>	11,600	170.26	2,606.26	8,993.74	22%
40-413-40 Property Insurance	4,000	958.55	1,917.10	2,082.90	48%
40-413-41 Advertising	100	0.00	83.07	16.93	83%
40-413-42 Bank Service Charges	0	0.00	0.00	0.00	
40-413-43 Uniforms	250	0.00	0.00	250.00	
40-413-44 Dues & Subscriptions	600	83.00	433.00	167.00	72%
40-413-45 Office Expense	2,000	122.57	452.34	1,547.66	23%
40-413-46 Telephone	4,000	146.41	1,011.90	2,988.10	25%
40-413-47 Training & Seminars	700	0.00	150.00	550.00	21%
40-413-50 Casual Labor	0	0.00	0.00	0.00	
40-413-52 Software Support	2,768	0.00	0.00	2,768.00	

① Sodium Hypochlorite (UNIVAR) (ONCE A YR?)

② 4 months



## Budget vs Actual

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Period Ending 9/30/2021

### 40 Water Fund

Description	Budget	MTD	YTD	Variance	Percent
40-413-53 Software Expense	0	0.00	0.00	0.00	
40-413-54 Office Equipment	500	313.69	404.81	95.19	81% ①
GENERAL & ADMIN Totals: EXPENSES	14,918	1,624.22	4,452.22	10,465.78	30%
40-414-60 Legal Fees	7,200	0.00	(1,375.00)	8,575.00	-19%
40-414-61 Audit Fees	3,500	0.00	0.00	3,500.00	
40-414-62 Accounting Fees	4,500	375.00	1,125.00	3,375.00	25%
40-414-64 Consultant Fees	0	0.00	0.00	0.00	
PROFESSIONAL FEES Totals:	15,200	375.00	(250.00)	15,450.00	-2%
40-429-65 Reimbursable Expense	0	0.00	0.00	0.00	
REIMBURSEABLE Totals: EXPENSES	0	0.00	0.00	0.00	
40-450-00 Capital Outlays	69,724	0.00	0.00	69,724.41	
CAPITAL OUTLAYS Totals:	69,724	0.00	0.00	69,724.41	
40-451-00 Water Project-Capital	54,304	0.00	49,506.20	4,797.80	91%
40-452-00 Capital- Building	0	0.00	0.00	0.00	
Totals:	54,304	0.00	49,506.20	4,797.80	91%
Expenses Totals:	363,985	18,420.38	106,692.00	257,293.00	29%

① Chairs, Copier, etc (1/3)



## Budget vs Actual

TOWN OF REMINGTON  
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Period Ending 9/30/2021

	MTD	YTD
40 Water Fund Totals:	16,856.53	(13,219.00)





GL Balance Sheet  
Period Ending 9/30/2021

TOWN OF REMINGTON

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60 Cemetery Fund

Asset

60-101-01 Cemetery-Checking Account	\$1,888.19
60-101-03 Cemetery-Deposit Account	\$3,624.10
60-101-04 Cash Mgmt Acct-Cem	\$3,892.34
Total	\$9,404.63

Liability

60-290-01 Unrestricted Fund Balance	\$11,848.64
Current Fund Balance Adjustment	-\$3,415.59
P/Y Fund Balance Adjustment	\$971.58
Total	\$9,404.63

60 Cemetery Fund

Liability Total \$18,809.26

Current  
yr.

Budget vs Actual (Summary)

TOWN OF REMINGTON  
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Period Ending 9/30/2021

60 Cemetery Fund

Description	Budget	MTD	YTD	Variance	Percent
Revenues					
	20,350	650.00	1,013.97	(19,336.03)	5%
Revenues Totals:	20,350	650.00	1,013.97	(19,336.03)	5%
Expenses					
SALARIES & WAGES	0	0.00	0.00	0.00	
REPAIRS & MAINTENANCE	8,450	900.00	2,250.00	6,200.00	27%
GENERAL & ADMIN EXPENSES	1,850	432.28	864.56	985.44	47%
PROFESSIONAL FEES	0	0.00	0.00	0.00	
CEMETERY EXPENDITURES	5,950	1,100.00	1,315.00	4,635.00	22%
TRUST EXPENDITURES	0	0.00	0.00	0.00	
CAPITAL OUTLAYS	4,100	0.00	0.00	4,100.00	
Expenses Totals:	20,350	2,432.28	4,429.56	15,920.44	22%
60 Cemetery Fund Totals:		(1,782.28)	(3,415.59)		



Budget vs Actual

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Period Ending 9/30/2021

60 Cemetery Fund

Description	Budget	MTD	YTD	Variance	Percent
Revenues					
60-304-01 Lot Sales-Town Residents	6,000	0.00	0.00	(6,000.00)	
60-304-02 Lot Sales-County Resident	0	0.00	0.00	0.00	
60-304-03 Lot Sales-Out-of-County	0	0.00	0.00	0.00	
60-305-01 Marker Fees	250	0.00	0.00	(250.00)	
60-305-02 Burial Fees	5,000	650.00	650.00	(4,350.00)	13%
60-305-03 Cremation Fees	1,000	0.00	0.00	(1,000.00)	
60-305-04 Monument Permits	400	0.00	0.00	(400.00)	
60-305-05 Lot Transfer Fees	0	0.00	0.00	0.00	
60-305-06 Distribution From Trust	0	0.00	0.00	0.00	
60-306-01 Donations	0	0.00	0.00	0.00	
60-306-02 Income Distributions	3,500	0.00	363.97	(3,136.03)	10%
60-332-01 Interest Income	0	0.00	0.00	0.00	
60-390-00 Prior Year Surplus	4,200	0.00	0.00	(4,200.00)	
Revenues Totals:	20,350	650.00	1,013.97	(19,336.03)	5%

# Budget vs Actual

TOWN OF REMINGTON  
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Period Ending 9/30/2021

## 60 Cemetery Fund

Description	Budget	MTD	YTD	Variance	Percent
<b>Expenses</b>					
60-401-01 Salaries & Wages	0	0.00	0.00	0.00	
60-401-02 FICA Tax Expense	0	0.00	0.00	0.00	
60-401-03 MEDICARE Tax Expense	0	0.00	0.00	0.00	
60-401-04 SUTA Tax Expense	0	0.00	0.00	0.00	
SALARIES & WAGES Totals:	0	0.00	0.00	0.00	
60-411-21 R&M-Equipment	500	0.00	0.00	500.00	
60-411-26 R&M-Property	7,850	900.00 (1)	2,250.00	5,600.00	29%
60-411-27 R&M - Tools & Supplies	100	0.00	0.00	100.00	
REPAIRS & MAINTENANCE Totals:	8,450	900.00	2,250.00	6,200.00	27%
60-413-40 Insurance	1,750	432.28	864.56	885.44	49% 28%
60-413-41 Advertising	100	0.00	0.00	100.00	
60-413-42 Bank Service Charges	0	0.00	0.00	0.00	
60-413-45 Supplies	0	0.00	0.00	0.00	
60-413-49 Interest	0	0.00	0.00	0.00	
GENERAL & ADMIN Totals:	1,850	432.28	864.56	985.44	47%
<b>EXPENSES</b>					
60-414-60 Legal Fees	0	0.00	0.00	0.00	
PROFESSIONAL FEES Totals:	0	0.00	0.00	0.00	
60-421-01 80% Lot Sales (To Trustee)	3,200	800.00 ? (3)	800.00	2,400.00	25%
60-421-02 Repurchased Lots	0	0.00	0.00	0.00	
60-421-03 Burial Expense	2,500	300.00	300.00	2,200.00	12%
60-421-06 Corner Markers	250	0.00	215.00	35.00	86%
CEMETERY Totals:	5,950	1,100.00	1,315.00	4,635.00	22%
<b>EXPENDITURES</b>					
60-422-01 Transfer To Investments	0	0.00	0.00	0.00	
TRUST EXPENDITURES Totals:	0	0.00	0.00	0.00	
60-450-00 Capital Outlays	4,100	0.00	0.00	4,100.00	
CAPITAL OUTLAYS Totals:	4,100	0.00	0.00	4,100.00	
Expenses Totals:	20,350	2,432.28	4,429.56	15,920.44	22%

(1) 2 mowings

(2) No YTD sales (??)



# Budget vs Actual

TOWN OF REMINGTON

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60 Cemetery Fund Totals:

MTD  
(1,782.28)

YTD  
(3,415.59)

GL Balance Sheet  
Period Ending 9/30/2021

TOWN OF REMINGTON

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70 Cemetery Trust Fund

Asset

70-103-01 CEM TRUST FUND INV

\$418,855.49

Total

\$418,855.49

Liability

70-290-01 Unrestricted Fund Balance

\$369,581.90

P/Y Fund Balance Adjustment

\$49,273.59

Total

\$418,855.49

70 Cemetery Trust Fund

Liability Total

\$837,710.98



## Budget vs Actual (Summary)

TOWN OF REMINGTON

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Period Ending 9/30/2021

70 Cemetery Trust Fund

Description	Budget	MTD	YTD	Variance	Percent
Revenues					
	32,810	0.00	0.00	(32,810.00)	
Revenues Totals:	32,810	0.00	0.00	(32,810.00)	
Expenses					
GENERAL & ADMIN EXPENSES	10,500	0.00	0.00	10,500.00	
CAPITAL OUTLAYS	0	0.00	0.00	0.00	
	22,310	0.00	0.00	22,310.00	
Expenses Totals:	32,810	0.00	0.00	32,810.00	
70 Cemetery Trust Fund Totals:		0.00	0.00		

## Budget vs Actual

TOWN OF REMINGTON

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Period Ending 9/30/2021

### 70 Cemetery Trust Fund

Description	Budget	MTD	YTD	Variance	Percent
Revenues					
70-335-01 Dividend Income	8,000	0.00	0.00	(8,000.00)	
70-335-02 Interest Income	10	0.00	0.00	(10.00)	
70-335-03 Capital Gains	20,000	0.00	0.00	(20,000.00)	
70-335-04 Other Investment Income	0	0.00	0.00	0.00	
70-335-05 80% Lot Sales	4,800	0.00	0.00	(4,800.00)	
70-335-06 DONATIONS	0	0.00	0.00	0.00	
70-335-20 Transfer From Town	0	0.00	0.00	0.00	
70-390-00 Prior Year Surplus	0	0.00	0.00	0.00	
Revenues Totals:	32,810	0.00	0.00	(32,810.00)	



## Budget vs Actual

TOWN OF REMINGTON

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Period Ending 9/30/2021

### 70 Cemetery Trust Fund

Description	Budget	MTD	YTD	Variance	Percent
Expenses					
70-413-01 Trustee Fees	4,500	0.00	0.00	4,500.00	
70-413-02 Administration Fees	0	0.00	0.00	0.00	
70-413-03 Distributions to Cemetery	6,000	0.00	0.00	6,000.00	
GENERAL & ADMIN Totals:	10,500	0.00	0.00	10,500.00	
EXPENSES					
70-450-00 Capital Outlays	0	0.00	0.00	0.00	
CAPITAL OUTLAYS Totals:	0	0.00	0.00	0.00	
70-460-00 Budget Contingencies	22,310	0.00	0.00	22,310.00	
Totals:	22,310	0.00	0.00	22,310.00	
Expenses Totals:	32,810	0.00	0.00	32,810.00	

Budget vs Actual

TOWN OF REMINGTON  
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Period Ending 9/30/2021

70 Cemetery Trust Fund Totals:	0.00	0.00
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