



MONTHLY COUNCIL MEETING  
MONDAY, NOVEMBER 20, 2023, 7:00 P.M.  
REMINGTON TOWN COUNCIL  
105 E MAIN ST  
REMINGTON, VA 22734

MEETING AGENDA

- I. CALL TO ORDER OF TOWN COUNCIL, RECOGNITION OF TOWN COUNCIL, STAFF AND GUESTS
- II. PLEDGE OF ALLEGIANCE
- III. CITIZEN'S TIME
- IV. CONSENT AGENDA
  - Utility Billing Report
  - Bill Listing
  - Meeting Minutes
- V. NEWSLETTER BULLETS
- VI. STAFF REPORTS
  - A. Town Superintendent
  - B. Town Clerk/Treasurer
  - D. Town Administrator
  - E. Police Chief
- VII. COMMITTEE REPORTS

A. PERSONNEL/POLICE	Chair: Tiffany	Member: Heflin
C. FINANCE	Chair: Heaney	Member: Butler-Lewis
- VIII. UNFINISHED BUSINESS
  - 1) Town Code- Civic Plus quote
  - 2) Cabling system quote
  - 3) RFP for DHCD grant
  - 4) Paint Bids
  - 5) Depot advertisement
  - 6) Hometown Heroes Banners
- IX. NEW BUSINESS
  - 1) Grant for study of community flood preparedness
  - 2) M&T Taxes
  - 3) Employee holiday dinner
  - 4) RVFRD parking lot
- X. CLOSED SESSION AS NEEDED
- XI. ADJOURNMENT



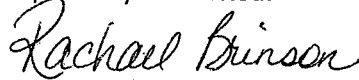
# UTILITY BILLING REPORT

AS OF October 31, 2023

## Water Billing

Balance forward from previous month end.....	\$	41,059.43
Late fees assessed October 21st.....	\$	1,042.23
Water billing for October 2023.....	\$	26,892.97
Manual bills.....	\$	129.00
Final Bills.....	\$	99.00
<b>Total Due</b>	<b>\$</b>	<b>69,222.63</b>
Payments 10/1/23 through 10/31/23.....	\$	24,278.42
OverPayments (OPA) 10/1/23 through 10/31/2023.....	\$	4,028.18
Applied deposits 10/31/23.....	\$	900.00
Manual payments.....		
<b>Balance to collect as of 10/31/2023</b>	<b>\$</b>	<b>40,016.03</b>
Monthly Billing Balance Due.....	\$	28,772.40
Past due .....	\$	11,243.63
	<b>\$</b>	<b>40,016.03</b>

Respectfully Submitted:



Rachael Brinson, Clerk/Treasurer

11/1/2023



## Check Listing

Date From: 10/1/2023 Date To: 10/31/2023  
Vendor Range: 29 AUTO OUTLET - ZONIA E GUTIERREZ

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Check Number	Bank	Vendor	Date	Amount
28783	11	AT&T MOBILITY	10/03/2023	\$250.07
28784	11	CABLING SYSTEMS, INC.	10/03/2023	\$297.00
28785	11	DOMINION ENERGY VIRGINIA	10/03/2023	\$736.58
28786	11	DORSETT TECHNOLOGIES, INC.	10/03/2023	\$186.00
28787	11	EDMUND AGBI	10/03/2023	\$37.37
28788	11	F/C FLEET MAINTENANCE	10/03/2023	\$882.05
28789	11	GULICK, CARSON & THORPE, P.C.	10/03/2023	\$40.00
28790	11	K&M LAWN & GARDEN	10/03/2023	\$184.87
28791	11	MINNESOTA LIFE	10/03/2023	\$50.40
28792	11	MP COPIERS, INC.	10/03/2023	\$288.11
28793	11	PROFESSIONAL DEVELOPMENT ACADEMY	10/03/2023	\$150.00
28794	11	REMINGTON PRESS	10/03/2023	\$491.85
28795	11	USA BLUE BOOK	10/03/2023	\$930.79
28796	11	VUPS	10/03/2023	\$22.00
28797	11	WALLY'S AUTOMOTIVE	10/03/2023	\$109.32
28798	11	POSTMASTER	10/05/2023	\$256.41
28799	11	CHARLES ELKINS	10/18/2023	\$450.00
28800	11	HITT'S HOME IMPROVEMENT	10/18/2023	\$1,200.00
28801	11	MICHAEL TROIANO	10/18/2023	\$350.00
28817	11	ANTHEM BLUE CROSS BLUE SHIELD	10/19/2023	\$4,116.00
28818	11	BUTLER & EICHER	10/19/2023	\$75.00
28819	11	COAST TO COAST SOLUTIONS	10/19/2023	\$417.00
28820	11	FAUQUIER COUNTY/DES	10/19/2023	\$5.00
28821	11	FCWSA	10/19/2023	\$95.81
28822	11	GROVES HARDWARE, LLC	10/19/2023	\$848.77
28823	11	ODP SOLUTIONS	10/19/2023	\$108.57
28824	11	PATRICK B HALL, JR	10/19/2023	\$80.00
28825	11	PIEDMONT COMMUNICATIONS	10/19/2023	\$450.00
28826	11	RACHAEL BRINSON	10/19/2023	\$52.57
28827	11	RAPPAHANNOCK STATION, INC	10/19/2023	\$75.86
28828	11	RAYMOND EMERY	10/19/2023	\$12.00
28829	11	THE SCYLLA GROUP, INC.	10/19/2023	\$690.40

## Check Listing

Date From: 10/1/2023 Date To: 10/31/2023  
Vendor Range: 29 AUTO OUTLET - ZONIA E GUTIERREZ

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Check Number	Bank	Vendor	Date	Amount
28830	11	TRUIST BANK	10/19/2023	\$992.97
28847	11	COMCAST COMMUNICATIONS	10/24/2023	\$263.10
28848	11	POSTMASTER	10/24/2023	\$411.39
28849	11	VACORP	10/24/2023	\$77.64
28850	11	BARNES TREE AND OUTDOOR SERVICES	10/26/2023	\$2,700.00
28851	11	MICHAEL TROIANO	10/26/2023	\$2,000.00
38	Checks Totaling -			\$20,384.90

### Totals By Fund

	Checks	Voids	Total
10	\$6,582.74		\$6,582.74
20	\$2,920.81		\$2,920.81
40	\$3,386.92		\$3,386.92
50	\$6,694.43		\$6,694.43
60	\$800.00		\$800.00
Totals:	\$20,384.90		\$20,384.90

**MONTHLY COUNCIL WORK SESSION MEETING**

**Remington Town Council  
Wednesday, October 11, 2023, 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:** Morgan Butler-Lewis  
Richard Heflin  
Van Loving  
Susan Tiffany

**Town Staff Present:** Town Administrator – David F. Burrelli  
Town Clerk/Treasurer – Rachael R. Brinson

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

Guests Present: There were no guests in attendance.

**CITIZEN TIME**

There were no guests in attendance.

**OLD BUSINESS**

**VHCD Meeting update**

Mayor Polk spoke regarding the meeting with Matt Weaver and Kelly Charapich with VHCD. He then stated that Administrator Burrelli would be working on an RFP for Toole Engineering. Council member Heflin questioned the requirement to advertise the RFP. Mayor Polk stated that the requirement was waived per VHCD. Mr. Heflin stated that he spoke with Patrick Mauney who indicated that the size of the grant would require advertisement. There was a lengthy discussion regarding the need for advertising for the project.

Mr. Heflin then questioned when Administrator Burrelli would have an RFP available. Mr. Burrelli stated that he was researching other templates for RFP's.

**Council member Heflin motioned to submit an advertisement for the VHCD funding for the contract with a sample RFP from VHCD for David to construct the submission. Council Member Tiffany seconded the motion. The motion carried.**

**Ayes:** Butler-Lewis, Heflin, Loving, Tiffany

**Nays:** 0

**Abstain:** 0

**Absent:** Heaney, Meadows

**Office Management**

Administrator Burrelli requested more authority for day-to-day operations of the office instead of waiting for council approval for decisions. Council member Heflin stated that the charter and Virginia handbook should be reviewed and updated, and the office positions and the authority of each position would then need to be defined.

**Mill Street**

Administrator Burrelli stated that Mark Nesbit with VDOT informed him that there was a potential for \$100,000 for storm drainage issues. Mr. Burrelli asked council input on the repaving of Mill Street since there may be work on the storm drainage. He asked if the paving should be delayed until the storm drainage issue was addressed. Council asked that Superintendent Steward inquire as to the start date of the paving project.

## **New Business**

Administrator Burrelli shared that there would be an opening for a part time DMV clerk.

**Council member Tiffany motioned to allow Clerk Brinson to post an advertisement for the part time DMV Clerk position. Council Member Tiffany seconded the motion. The motion carried.**

**Ayes: Butler-Lewis, Heflin, Loving, Tiffany**

**Nays: 0**

**Abstain: 0**

**Absent: Heaney, Meadows**

Administrator Burrelli asked if council would like to have a slogan for the town with all of the upcoming revitalization plans. There was a lengthy discussion regarding Fauquier counties slogan and ideas for collecting the slogan ideas from citizens. Council consensus was to place the request for slogans in the town newsletter.

Administrator Burrelli shared with council that he had a meeting the previous week with FEMA/DCR. The representative viewed the Town property near the depot. She stated that there were grants for parks that could potentially be obtained by the town. There was council discussion that the area was not conducive to a safe park as it was out of the public eye. There was council discussion that parking would be a better option. Mayor Polk asked if council would be interested in the DCR representative attending a council meeting to discuss potential options for a flood plain type park.

Council member Heflin wanted confirmation that the RFP would state that JM15 would be the priority as already approved by council previously. He stated that if there were funds left over, the other items would be addressed. Administrator Burrelli asked if Main Street should be included or excluded. Mr. Heflin stated they should not look at Main Street until JM 15 is completed as voted on previously by council. Administrator stated he would get a draft to council and asked for edits and approval. He stated he would like positive approval from each council member.

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

**Ayes: Butler-Lewis, Heflin, Loving, Tiffany**

**Nays:0**

**Absent: Heaney, Meadows**

**Abstain:0**

**The meeting recessed at 07:46 pm.**

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**William E. Polk, Mayor**

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**Susan L. Tiffany, Recorder**



## **REGULAR MONTHLY COUNCIL MEETING**

**Remington Town Council  
Monday, October 16, 2023, 7:00pm  
Remington Town Hall  
105 E Main St  
REMINGTON, VA 22734**

**Vice Mayor, Richard Heflin called the meeting to order at 7:00pm**

**Town Council Members Present: Morgan Butler-Lewis  
Stanley Heaney  
Veronica Meadows  
Susan Tiffany**

**Town Staff Present: Town Administrator – David F. Burrelli  
Town Attorney - Andrea G. Erard-Virtual  
Town Clerk/Treasurer – Rachael R. Brinson  
Chief of Police - Charles T. Proffitt  
Town Superintendent - James Steward  
Denise Sandlin – Town Accountant -Virtual**

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

Guests Present: Lisa Shultz, Jay Pinsky-American Legion Post 247

### **CITIZEN TIME**

Mr. Pinsky spoke regarding the American Legion working with the Town of Remington and the Town of Remington Car Show to have a Veterans Day ceremony at the Town of Remington Car show. He also discussed a monument for the town courtyard to honor veterans. Ms. Shultz spoke regarding her concerns regarding curfew signs in the town as well as the increase in police presence in town.

### **CONSENT AGENDA**

Vice-Mayor Heflin asked for any questions for the consent agenda.

**Council member Tiffany motioned to adopt the Consent Agenda consisting of meeting minutes, utility billing and bill listing as presented. Council Member Meadows seconded the motion. The motion carried.**

**Ayes: Butler-Lewis, Heaney, Meadows, Tiffany**

**Nays: 0**

**Abstain: 0**

**Absent: Loving, Polk**

Council chose to add information regarding the Town of Remington Car show and the Veterans Day ceremony to the town newsletter as well as electronic sign.

### **STAFF REPORTS**

#### **Town Superintendent**

Superintendent Steward stated that the stairs on the side of the public works building has been replaced. He then stated there had been one funeral held and two cemetery plots sold.

Mr. Steward reminded council that he would be on vacation for a majority of November, but the two public works employees would be available.

#### **TOWN CLERK/TREASURER**

Clerk Brinson informed council that the depot project had received zero bids. She stated she was consulting with John Price with VDOT to determine the next steps.

Mrs. Brinson stated she had received several applications for the part time DMV clerk position.

Clerk Brinson thanked Superintendent Steward, Chief Proffitt and the public works employees for their help with the Fall Festival.

#### TOWN ADMINISTRATOR

Administrator Burrelli spoke in detail regarding his administrator report included in the council packet. He stated that there was a potential for the town to reimburse VDOT for the phase one of the Depot project if the project was redlined. Mr. Burrelli stated that research shows that the depot property was never deeded to RCP and was still deeded to the Town of Remington. He then stated that there had been a flood plain meeting and the town would need to update the ordinance. Mr. Burrelli shared a draft RFP for Patrick Mauney to consult on the VHCD project as well as a draft RFP for the preliminary study. He asked council for comments and edits.

#### POLICE CHIEF

Chief Proffitt spoke regarding his report included in the council packet. He informed council that there were not issues with Fall Festival. He stated Drug Take Back, and pumpkin bike ride would be the 28<sup>th</sup> of October and the Harvesting Hope 5K would be November 4, 2023.

#### **COMMITTEE REPORTS**

PERSONNEL/POLICE COMMITTEE: Chair: Tiffany                      Member: Heflin  
Council member Tiffany stated the part time DMV position had been posted.

FINANCE COMMITTEE: Chair: Heaney                      Member: Butler

Council member Heaney stated the finance committee had met and most was on par for the year, that most funds were collected in March with taxes.

#### UNFINISHED BUSINESS

There was no unfinished business.

#### NEW BUSINESS

Council member Tiffany motioned that the town, in conjunction with American Legion Post 247 take steps towards allowing the legion to put a permanent concrete memorial in the town courtyard for future veteran's ceremonies. Council Member Heaney seconded the motion. The motion carried.

Ayes: Butler-Lewis, Heaney, Meadows, Tiffany

Nays: 0

Abstain: 0

Absent: Loving, Polk

Superintendent Steward reminded council of the curfew sign and the need for updating. Council reminded Mr. Steward that he had a limit for necessary purchases and this purchase fell below the limit.

Vice Mayor Heflin presented the idea of an informational kiosk at the recycle center on the concrete pad where the storage shed was demolished.

With no further business before the Council, Council member Tiffany motioned to adjourn with a second by Council Member Butler Lewis. The motion carried.

Ayes: Butler-Lewis, Heaney, Heflin, Tiffany

Nays: 0

Abstain: 0

Absent: Loving, Polk

The meeting recessed at 7:48 pm.

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Richard Heflin, Vice- Mayor

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Susan L. Tiffany, Recorder

# Cash Balance Report

Period Ending 10/31/2023

TOWN OF REMINGTON

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Bank 11	Operating Checking (7281) Acct#- 7281	
	Account	Balance
	10-101-01 General - Checking Account	\$4,556.46
	20-101-01 DMV - Checking Account	\$7,667.73
	40-101-01 Water-Checking Account	\$3,239.39
	50-101-01 Grant-Checking Account	\$91,725.36
	60-101-01 Cemetery-Checking Account	\$23,566.72
	Bank 11	Total: \$130,755.66
Bank 12	Operating Deposit (0856) Acct#- 0856	
	Account	Balance
	10-101-03 General-Deposit Account	\$155,193.13
	20-101-03 DMV - Deposit Account	\$121,446.09
	40-101-03 Water-Deposit Account	\$691,958.07
	50-101-03 Grant-Deposit Account	\$317,633.28
	60-101-03 Cemetery-Deposit Account	-\$6,634.31
	Bank 12	Total: \$1,279,596.26
Bank 14	WATER-LGIP-#2236801 Acct#- 2236801	
	Account	Balance
	40-100-11 LGIP#2236801	\$6,223.91
	Bank 14	Total: \$6,223.91
Bank 15	TFB CD 103847 - 01/02/2023 Acct#- 103847	
	Account	Balance
	40-100-13 TFB CD #103847 Matures 01/02/2023	\$0.00
	Bank 15	Total: \$0.00
Bank 16	TFB CD 101432 - 07/27/2024 Acct#- 101432	
	Account	Balance
	40-100-14 TFB CD #101432 Matures 07/27/2024	\$10,008.23
	Bank 16	Total: \$10,008.23
Bank 20	TFB CD 11951 - 07/25/2022 Acct#- 11951	
	Account	Balance
	40-100-18 TFB CD #11951 Matures 07/25/2022	\$0.00
	Bank 20	Total: \$0.00
Bank 21	TFB CD 11948 - 12/01/2022 Acct#- 11948	
	Account	Balance
	40-100-19 TFB CD #11948 Matures 12/01/2022	\$0.00
	Bank 21	Total: \$0.00
Bank 22	TFB CD 11945 - 07/27/2022 Acct#- 11945	
	Account	Balance

# Cash Balance Report

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40-100-20 TFB CD #11945 Matures 07/27/2022			\$0.00
Bank 22 Total:			\$0.00
Bank 23	TFB CD 17855 - 07/27/2022 Acct#- 17855		
	Account		Balance
40-100-21 TFB CD #17855 Matures 07/27/2022			\$0.00
Bank 23 Total:			\$0.00
Bank 27	TFB CD 102734 - 12/01/2022 Acct#- 102734		
	Account		Balance
40-100-23 TFB CD #102734 Matures 12/01/2022			\$0.00
Bank 27 Total:			\$0.00
Bank 33	Cemetery Trust Fund Inves Acct#- 0782		
	Account		Balance
70-103-01 CEM TRUST FUND INV			\$452,710.59
Bank 33 Total:			\$452,710.59
Bank 34	Cash Mgmt Acct Acct#- 0856		
	Account		Balance
60-101-04 Cash Mgmt Acct-Cem			\$0.00
Bank 34 Total:			\$0.00
Bank 35			
	Account		Balance
40-100-25 Oakview CD #1-12M-(matures 5-15-2024)			\$40,000.00
Bank 35 Total:			\$40,000.00
Bank 36			
	Account		Balance
40-100-26 Oakview CD #2 12M-(matures 5/15/2024)			\$40,000.00
Bank 36 Total:			\$40,000.00
Bank 37			
	Account		Balance
40-100-27 Oakview CD #3-18M (matrures 11/15/2024)			\$40,000.00
Bank 37 Total:			\$40,000.00
Bank 38			
	Account		Balance
40-100-28 Oakview CD#4-18M-(matrures 11/15/2024)			\$40,000.00
Bank 38 Total:			\$40,000.00
Bank 39			
	Account		Balance
40-100-29 Oakview CD-#5-23M- (matrues 4/15/2025)			\$45,000.00
Bank 39 Total:			\$45,000.00

# Cash Balance Report

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Bank 40		
Account		Balance
40-100-30 Oakview CD #6-23M (matures 4/15/2025)		\$45,000.00
Bank 40 Total:		\$45,000.00

Total Cash Balance:	\$2,129,294.65
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GL Balance Sheet  
Period Ending 10/31/2023

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10 General Fund

Asset

10-100-04 Petty Cash	\$1,150.00
10-101-01 General - Checking Account	\$4,556.46
10-101-03 General-Deposit Account	\$155,193.13
Total	\$160,899.59

Liability

10-200-01 Accts Payable	\$1,262.49
10-210-05 Withheld Retirement	\$458.73
10-210-07 Withheld Retirement	\$90.12
10-280-00 Tax Prepayments	\$597.51
10-290-01 Unrestricted Fund Reserve	-\$76,095.49
Current Fund Balance Adjustment	-\$44,463.27
P/Y Fund Balance Adjustment	\$279,049.50
Total	\$160,899.59





GL Balance Sheet  
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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	\$7,667.73
20-101-03 DMV - Deposit Account	\$121,446.09
Total	\$129,413.82

Liability

20-200-01 Accounts Payable	\$94.81
20-210-05 Withheld Retirement	-\$93.21
20-210-07 Withheld Retirement	\$64.75
20-290-01 Unrestricted Fund Reserve	\$101,488.65
Current Fund Balance Adjustment	-\$7,014.37
P/Y Fund Balance Adjustment	\$34,873.19
Total	\$129,413.82



GL Balance Sheet  
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40 Water Fund

Asset

40-100-04 Petty Cash	\$208.40
40-100-11 LGIP#2236801	\$6,223.91
40-100-14 TFB CD #101432 Matures 07/27/2024	\$10,008.23
40-100-25 Oakview CD #1-12M-(matures 5-15-2024)	\$40,000.00
40-100-26 Oakview CD #2 12M-(matures 5/15/2024)	\$40,000.00
40-100-27 Oakview CD #3-18M (matures 11/15/2024)	\$40,000.00
40-100-28 Oakview CD#4-18M-(matures 11/15/2024)	\$40,000.00
40-100-29 Oakview CD-#5-23M- (matures 4/15/2025)	\$45,000.00
40-100-30 Oakview CD #6-23M (matures 4/15/2025)	\$45,000.00
40-101-01 Water-Checking Account	\$3,239.39
40-101-03 Water-Deposit Account	\$691,958.07
Total	\$961,638.00

Liability

40-200-01 Accounts Payable	\$2,887.28
40-210-05 Withheld Retirement	\$803.72
40-210-07 Withheld Retirement	\$114.57
40-250-00 Refundable Deposits	\$41,830.72
40-250-01 Water Deposit Prepayment	\$5,039.60
40-290-01 Unrestricted Fund Reserves	\$781,920.42
Current Fund Balance Adjustment	\$16,578.27
P/Y Fund Balance Adjustment	\$112,463.42
Total	\$961,638.00

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GL Balance Sheet  
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60 Cemetery Fund

Asset

60-101-01 Cemetery-Checking Account	\$23,566.72
60-101-03 Cemetery-Deposit Account	-\$6,634.31
Total	\$16,932.41

Liability

60-290-01 Unrestricted Fund Balance	\$11,848.64
Current Fund Balance Adjustment	\$5,389.36
P/Y Fund Balance Adjustment	-\$305.59
Total	\$16,932.41



GL Balance Sheet  
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70 Cemetery Trust Fund

Asset

70-103-01 CEM TRUST FUND INV	\$452,710.59
Total	\$452,710.59

Liability

70-290-01 Unrestricted Fund Balance	\$369,581.90
Current Fund Balance Adjustment	-\$15,033.55
P/Y Fund Balance Adjustment	\$98,162.24
Total	\$452,710.59





# Budget vs Actual

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Period Ending 10/31/2023

10- General Fund	Description	Budget	MTD	QTD	YTD	Variance	Percent
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## Revenues

10-301-12 2012 Personal Property	0	2.96	2.96	2.96	2.96	2.96	
10-301-13 2013 Personal Property	0	11.84	11.84	11.84	11.84	11.84	
10-301-14 2014 Personal Property Taxes	0	42.06	42.06	42.06	42.06	42.06	
10-301-18 2018 Personal Prop Tax	0	2.90	2.90	2.90	2.90	2.90	
10-301-19 2019 Personal Property Tax	0	46.58	46.58	46.58	146.33	146.33	
10-301-20 2020 Personal Property	500	16.51	16.51	16.51	101.66	(398.34)	20%
10-301-21 2021 Personal Property Tax	500	35.67	35.67	35.67	74.13	(425.87)	15%
10-301-22 2022 Personal Property Tax	3,000	2,922.44	2,922.44	2,922.44	3,786.83	786.83	126%
10-301-23 2023 Personal Property Tax	50,000	0.00	0.00	0.00	0.00	(50,000.00)	
10-302-22 2022 Real Estate Tax	1,500	736.64	736.64	736.64	1,097.71	(402.29)	73%
10-302-23 2023 Real Estate Tax	83,000	0.00	0.00	0.00	0.00	(83,000.00)	
10-303-01 Sales Taxes	60,000	10,496.05	10,496.05	10,496.05	42,837.07	(17,162.93)	71%
10-303-02 Utility Taxes	28,500	1,629.45	1,629.45	1,629.45	8,195.79	(20,304.21)	29%
10-303-04 Rolling Rail Taxes	425	465.90	465.90	465.90	465.90	40.90	110%
10-303-06 Meals Tax	41,000	4,682.14	4,682.14	4,682.14	18,331.39	(22,668.61)	45%
10-303-07 Cigarette Tax	6,300	1,506.88	1,506.88	1,506.88	6,738.39	438.39	107%
10-310-01 Business Licenses	20,000	0.00	0.00	0.00	60.00	(19,940.00)	0%
10-310-02 Vehicle Decals	6,500	0.00	0.00	0.00	0.00	(6,500.00)	
10-310-03 Refuse Tipping Fees	540	45.00	45.00	45.00	180.00	(360.00)	33%
10-310-04 Zoning Permits	2,000	0.00	0.00	0.00	150.00	(1,850.00)	8%
10-313-54 Copier/Notary Income	30	5.00	5.00	5.00	5.00	(25.00)	17%
10-319-01 Police Fines	5,000	461.00	461.00	461.00	1,790.66	(3,209.34)	36%
10-319-04 Other Police Funding	2,000	0.00	0.00	0.00	2,500.00	500.00	125%
10-319-05 Police-E Summons	20	0.00	0.00	0.00	0.00	(20.00)	
10-319-09 DMV Police Citation Stop Fee	0	75.00	75.00	75.00	50.00	50.00	
10-332-02 Interest & Penalties-Tax	1,650	664.53	664.53	664.53	924.23	(725.77)	56%
10-332-03 Return Check Fees	300	0.00	0.00	0.00	0.00	(300.00)	
10-332-04 Miscellaneous Income	200	0.00	0.00	0.00	124.20	(75.80)	62%

# Budget vs Actual

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Period Ending 10/31/2023

10 General Fund		Budget		MTD	QTD	YTD	Variance	Percent
Description								
10-332-05 DMV Stop Fee		0		(125.00)	(125.00)	(125.00)	(125.00)	
Revenues Totals:		312,965		23,723.55	23,723.55	87,494.05	(225,470.95)	28%
Expenses								
10-401-01 Salaries & Wages		66,070		11,456.30	11,456.30	34,486.70	31,583.30	52%
10-401-02 FICA Tax Expense		4,096		775.70	775.70	2,728.47	1,367.53	67%
10-401-03 MEDICARE Tax Expense		958		165.75	165.75	530.09	427.91	55%
10-401-04 SUTA Tax Expense		170		(13.80)	(13.80)	39.80	130.20	23%
10-401-06 Health Insurance Expense		10,920		1,234.80	1,234.80	4,762.20	6,157.80	44%
10-401-07 Life Insurance Expense		800		(11.22)	(11.22)	355.87	444.13	44%
10-401-08 Retirement Expense		4,345		465.36	465.36	4,209.90	135.10	97%
10-401-10 Workers' Compensation Ins		200		0.00	0.00	426.78	(226.78)	213%
10-401-47 Training & Seminars		0		0.00	0.00	255.00	(255.00)	
SALARIES & WAGES Totals:		87,559		14,072.89	14,072.89	47,794.81	39,764.19	55%
10-411-20 R&M - Vehicles		950		403.97	403.97	1,279.65	(329.65)	135%
10-411-21 R&M - Equipment		1,200		75.86	75.86	229.23	970.77	19%
10-411-23 R&M Trash Truck		4,500		311.73	311.73	558.87	3,941.13	12%
10-411-24 R&M - Office Equipment		375		0.00	0.00	0.00	375.00	
10-411-25 R&M - Town Hall		1,023		40.00	40.00	178.59	844.41	17%
10-411-26 R&M - Parking Lot		600		0.00	0.00	0.00	600.00	
10-411-27 R&M - Tools & Supplies		850		0.00	0.00	727.10	122.90	86%
10-411-32 R&M - 105 Shop		450		33.34	33.34	615.15	(165.15)	137%
REPAIRS & MAINTENANCE Totals:		9,948		864.90	864.90	3,588.59	6,359.41	36%
10-412-31 Utilities-Town Hall		1,750		925.34	925.34	3,196.57	(1,446.57)	183%
10-412-32 Utilities-105 Shop		600		66.10	66.10	669.07	(69.07)	112%
UTILITIES Totals:		2,350		991.44	991.44	3,865.64	(1,515.64)	164%
10-413-40 Property Insurance		3,800		0.00	0.00	1,024.29	2,775.71	27%
10-413-41 General Advertising		1,400		0.00	0.00	0.00	1,400.00	
10-413-42 Bank Service Charges		1,600		237.04	237.04	757.07	842.93	47%

# Budget vs Actual

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Period Ending 10/31/2023

10 General Fund							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
10-413-44 Dues & Subscriptions	2,400	0.00	0.00	1,632.37	767.63	68%	
10-413-45 Office Supplies	2,500	(80.20)	(80.20)	390.43	2,109.57	16%	
10-413-46 Telephone	2,800	(106.68)	(106.68)	854.44	1,945.56	31%	
10-413-47 Training & Seminars	3,500	265.00	265.00	893.40	2,606.60	26%	
10-413-51 Miscellaneous Expense	0	256.41	256.41	2,660.96	(2,660.96)		
10-413-52 Software Support	8,100	595.80	595.80	5,322.61	2,777.39	66%	
10-413-53 Software Expense	1,100	0.00	0.00	0.00	1,100.00		
10-413-54 Office Equipment	1,200	94.81	94.81	385.45	814.55	32%	
GENERAL & ADMIN EXPENSES Totals:	28,400	1,262.18	1,262.18	13,921.02	14,478.98	49%	
10-414-60 Legal Fees	8,500	0.00	0.00	0.00	8,500.00		
10-414-61 Audit Fees	6,000	0.00	0.00	0.00	6,000.00		
10-414-62 Accounting Fees	8,100	675.00	675.00	2,025.00	6,075.00	25%	
PROFESSIONAL FEES Totals:	22,600	675.00	675.00	2,025.00	20,575.00	9%	
10-415-70 Refuse Collection Expense	5,000	31.57	31.57	5,744.45	(744.45)	115%	
10-415-72 Recycling Site Expense	1,250	91.02	91.02	285.66	964.34	23%	
OTHER FEES Totals:	6,250	122.59	122.59	6,030.11	219.89	96%	
10-417-79 Community Relations	3,100	341.63	341.63	341.63	2,758.37	11%	
OTHER EXPENSES Totals:	3,100	341.63	341.63	341.63	2,758.37	11%	
10-419-01 Salaries & Wages	69,878	7,300.00	7,300.00	25,780.00	44,098.00	37%	
10-419-02 FICA Tax Expense	4,333	452.60	452.60	1,598.36	2,734.64	37%	
10-419-03 MEDICARE Expense	1,012	105.86	105.86	373.89	638.11	37%	
10-419-10 Workers' Compensation Ins	1,600	0.00	0.00	465.37	1,134.63	29%	
10-419-11 Officers Liability Ins	4,000	0.00	0.00	3,453.29	546.71	86%	
10-419-20 R&M - Vehicles	2,300	204.21	204.21	1,020.88	1,279.12	44%	
10-419-21 R&M - Equipment	500	0.00	0.00	0.00	500.00		
10-419-22 R&M - Fuel	1,000	166.35	166.35	418.60	581.40	42%	
10-419-30 Utilities	700	66.10	66.10	341.10	358.90	49%	
10-419-32 R&M - 105	400	13.33	13.33	382.58	17.42	96%	

# Budget vs Actual

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Period Ending 10/31/2023

10 General Fund		MTD		QTD		YTD	Variance	Percent
Description	Budget							
10-419-40 Vehicle Insurance	1,200	0.00	0.00	380.18	819.82	32%		
10-419-44 Dues & Subscriptions	350	0.00	0.00	0.00	350.00			
10-419-45 Office Supplies	150	(75.00)	(75.00)	73.80	76.20	49%		
10-419-46 Telephone	3,300	275.19	275.19	1,038.72	2,261.28	31%		
10-419-47 Training & Seminars	5,000	0.00	0.00	526.75	4,473.25	11%		
10-419-52 Software Support	4,500	0.00	0.00	0.00	4,500.00			
10-419-55 Uniforms	300	0.00	0.00	0.00	300.00			
10-419-60 Legal Fees	6,000	(240.00)	(240.00)	(10.00)	6,010.00	0%		
10-419-79 Community Relations	235	235.00	235.00	235.00	0.00	100%		
POLICE DEPARTMENT Totals:	106,758	8,503.64	8,503.64	36,078.52	70,679.48	34%		
10-420-26 R&M-Street Lgts&Sidewlks	3,500	0.00	0.00	0.00	3,500.00			
10-420-31 Electricity-Street Lights	8,500	0.00	0.00	1,470.66	7,029.34	17%		
STREETS,LIGHTS& SIDEWALKS Totals:	12,000	0.00	0.00	1,470.66	10,529.34	12%		
10-429-19 Covid-19 Expense	0	67.19	67.19	83.98	(83.98)			
REIMBURSEABLE EXPENSES Totals:	0	67.19	67.19	83.98	(83.98)			
10-450-00 Capital Outlays	34,000	0.00	0.00	16,757.36	17,242.64	49%		
CAPITAL OUTLAYS Totals:	34,000	0.00	0.00	16,757.36	17,242.64	49%		
Expenses Totals:	312,965	26,901.46	26,901.46	131,957.32	181,007.68	42%		
10 General Fund Revenues Over/(Under) Expenses:		(3,177.91)	(3,177.91)	(44,463.27)				

# Budget vs Actual

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20 DMV Fund		Budget	MTD	QTD	YTD	Variance	Percent
Description							
Revenues							
20-310-08 DMV Commissions		166,000	11,976.80	11,976.80	44,857.24	(121,142.76)	27%
20-310-10 Dmv Postage Reimburse		0	15.60	15.60	(9.86)	(9.86)	
Revenues Totals:		166,000	11,992.40	11,992.40	44,847.38	(121,152.62)	27%
Expenses							
20-401-01 Salaries & Wages		136,125	7,572.77	7,572.77	36,921.70	99,203.30	27%
20-401-02 FICA Tax Expense		8,440	467.90	467.90	2,256.77	6,183.23	27%
20-401-03 Medicare Tax Expense		1,970	109.42	109.42	527.77	1,442.23	27%
20-401-04 SUTA Tax Expense		302	0.00	0.00	0.00	302.00	
20-401-06 Health Insurance Exp		8,400	2,058.00	2,058.00	4,527.60	3,872.40	54%
20-401-07 Life Insurance Expense		525	0.00	0.00	258.97	266.03	49%
20-401-08 Retirement Expense		2,988	110.36	110.36	3,366.80	(378.80)	113%
20-401-10 Workers' Compensation Ins		382	0.00	0.00	38.60	343.40	10%
SALARIES & WAGES Totals:		159,132	10,318.45	10,318.45	47,898.21	111,233.79	30%
20-413-41 Advertising		0	0.00	0.00	1,350.00	(1,350.00)	
20-413-45 Office Supplies		1,615	28.49	28.49	896.28	718.72	55%
20-413-46 Telephone		2,400	(112.18)	(112.18)	886.21	1,513.79	37%
20-413-52 Software Support		445	94.60	94.60	285.60	159.40	64%
20-413-54 Office Equipment		2,000	254.81	254.81	545.45	1,454.55	27%
20-413-59 Travel		408	0.00	0.00	0.00	408.00	
GENERAL & ADMIN EXPENSES Totals:		6,868	265.72	265.72	3,963.54	2,904.46	58%
Expenses Totals:		166,000	10,584.17	10,584.17	51,861.75	114,138.25	31%
20 DMV Fund Revenues Over/(Under) Expenses:			1,408.23	1,408.23	(7,014.37)		



# Budget vs Actual

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Period Ending 10/31/2023

40 Water Fund									
Description		Budget	MTD	QTD	YTD	Variance	Percent		
Revenues									
40-300-01	Received at Town	340,000	29,247.52	29,247.52	114,523.09	(225,476.91)	34%		
40-300-03	SDWA Fees	3,000	203.20	203.20	2,010.70	(989.30)	67%		
40-311-01	New Account Fees	6,265	125.00	125.00	2,465.00	(3,800.00)	39%		
40-311-02	Reconnection Fees	8,500	747.00	747.00	2,886.93	(5,613.07)	34%		
40-311-03	Tap Fees	7,500	0.00	0.00	0.00	(7,500.00)			
40-332-01	Interest - Savings Acct.	50	27.97	27.97	84.14	34.14	168%		
40-332-02	Interest - C/D's	280	0.00	0.00	0.00	(280.00)			
40-332-03	Returned Check Fees	140	50.00	50.00	50.00	(90.00)	36%		
40-390-00	Prior Year Surplus	34,630	0.00	0.00	0.00	(34,630.00)			
Revenues Totals:		400,365	30,400.69	30,400.69	122,019.86	(278,345.14)	30%		
Expenses									
40-401-01	Salaries & Wages	187,625	10,060.28	10,060.28	57,535.98	130,089.02	31%		
40-401-02	FICA Tax Expense	11,633	622.13	622.13	3,473.72	8,159.28	30%		
40-401-03	MEDICARE Expense	2,721	145.51	145.51	812.47	1,908.53	30%		
40-401-06	Health Insurance Expense	28,560	823.20	823.20	6,997.20	21,562.80	25%		
40-401-07	Life Insurance Expense	2,750	(39.18)	(39.18)	388.04	2,361.96	14%		
40-401-08	Retirement Expense	16,511	620.78	620.78	4,114.07	12,396.93	25%		
40-401-10	Workers' Compensation Ins	525	0.00	0.00	396.16	128.84	75%		
SALARIES & WAGES Totals:		250,325	12,232.72	12,232.72	73,717.64	176,607.36	29%		
40-410-85	Water Testing Expense	2,200	99.00	99.00	585.29	1,614.71	27%		
40-410-86	SDWA Fees	1,980	0.00	0.00	0.00	1,980.00			
40-410-87	Meter Reading Expense	200	0.00	0.00	0.00	200.00			
40-410-88	Billing Expense	4,350	442.29	442.29	2,123.88	2,226.12	49%		
40-410-89	Water Treatment Expense	6,400	1,704.21	1,704.21	4,902.32	1,497.68	77%		
WATER EXPENDITURES Totals:		15,130	2,245.50	2,245.50	7,611.49	7,518.51	50%		
40-411-20	R&M - Vehicles	2,000	0.00	0.00	398.67	1,601.33	20%		
40-411-21	R&M - Pumps	250	0.00	0.00	299.00	(49.00)	120%		

# Budget vs Actual

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40 Water Fund							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
40-411-22 R&M - Distribution System	9,500	0.00	0.00	10,596.61	(1,096.61)	112%	
40-411-24 R&M - System Supplies	600	0.00	0.00	0.00	600.00		
40-411-25 R&M - 5th St Tower	7,600	0.00	0.00	0.00	7,600.00		
40-411-26 R&M - Lee's Glen Tower	1,300	0.00	0.00	0.00	1,300.00		
40-411-27 R&M - Tools & Supplies	350	0.00	0.00	32.99	317.01	9%	
40-411-28 R&M Pump Generator	1,900	0.00	0.00	0.00	1,900.00		
40-411-32 R&M - Shop	250	13.34	13.34	79.06	170.94	32%	
REPAIRS & MAINTENANCE Totals:	23,750	13.34	13.34	11,406.33	12,343.67	48%	
40-412-30 Utilities	3,300	25.99	25.99	267.96	3,032.04	8%	
40-412-31 Utilities - Pumps	8,100	866.22	866.22	3,687.19	4,412.81	46%	
40-412-32 Utilities-105 Shop	650	66.11	66.11	176.96	473.04	27%	
UTILITIES Totals:	12,050	958.32	958.32	4,132.11	7,917.89	34%	
40-413-40 Property Insurance	3,800	0.00	0.00	1,063.59	2,736.41	28%	
40-413-41 Advertising	185	0.00	0.00	0.00	185.00		
40-413-42 Bank Service Charges	25	0.00	0.00	0.00	25.00		
40-413-43 Uniforms	250	0.00	0.00	0.00	250.00		
40-413-44 Dues & Subscriptions	450	0.00	0.00	266.00	184.00	59%	
40-413-45 Office Expense	1,800	36.29	36.29	377.46	1,422.54	21%	
40-413-46 Telephone	4,000	(100.57)	(100.57)	1,131.52	2,868.48	28%	
40-413-47 Training & Seminars	8,000	0.00	0.00	0.00	8,000.00		
40-413-52 Software Support	4,500	0.00	0.00	3,325.00	1,175.00	74%	
40-413-54 Office Equipment	1,000	94.81	94.81	385.45	614.55	39%	
GENERAL & ADMIN EXPENSES Totals:	24,010	30.53	30.53	6,549.02	17,460.98	27%	
40-414-60 Legal Fees	6,000	0.00	0.00	0.00	6,000.00		
40-414-61 Audit Fees	6,000	0.00	0.00	0.00	6,000.00		
40-414-62 Accounting Fees	8,100	675.00	675.00	2,025.00	6,075.00	25%	
PROFESSIONAL FEES Totals:	20,100	675.00	675.00	2,025.00	18,075.00	10%	
40-451-00 Water Project-Capital	55,000	0.00	0.00	0.00	55,000.00		



# Budget vs Actual

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Totals:	55,000	0.00	0.00	0.00	55,000.00	
Expenses Totals:	400,365	16,155.41	16,155.41	105,441.59	294,923.41	26%
40 Water Fund Revenues Over/(Under) Expenses:		14,245.28	14,245.28	16,578.27		



# Budget vs Actual

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Period Ending 10/31/2023

70 Cemetery Trust Fund							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
<b>Revenues</b>							
70-335-01 Dividend Income	9,130	2,862.56	2,862.56	2,862.56	(6,267.44)	31%	
70-335-02 Interest Income	50	0.00	0.00	0.00	(50.00)		
70-335-03 Capital Gains	10,000	(15,043.45)	(15,043.45)	(15,043.45)	(25,043.45)	-150%	
70-335-05 80% Lot Sales	3,800	0.00	0.00	0.00	(3,800.00)		
Revenues Totals:	22,980	(12,180.89)	(12,180.89)	(12,180.89)	(35,160.89)	-53%	
<b>Expenses</b>							
70-413-01 Trustee Fees	3,500	0.00	0.00	0.00	3,500.00		
70-413-03 Distributions to Cemetery	2,000	2,852.66	2,852.66	2,852.66	(852.66)	143%	
GENERAL & ADMIN EXPENSES Totals:	5,500	2,852.66	2,852.66	2,852.66	2,647.34	52%	
70-460-00 Budget Contingencies	17,480	0.00	0.00	0.00	17,480.00		
Totals:	17,480	0.00	0.00	0.00	17,480.00		
Expenses Totals:	22,980	2,852.66	2,852.66	2,852.66	20,127.34	12%	
70 Cemetery Trust Fund		Revenues Over/(Under) Expenses:		(15,033.55)	(15,033.55)	(15,033.55)	



# Budget vs Actual (Summary)

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Period Ending 10/31/2023

10 General Fund											
Description	Budget	MTD	QTD	YTD	Variance	Percent					
Revenues											
	312,965	23,723.55	23,723.55	87,494.05	(225,470.95)	28%					
Revenues Totals:	312,965	23,723.55	23,723.55	87,494.05	(225,470.95)	28%					
Expenses											
SALARIES & WAGES	87,559	14,072.89	14,072.89	47,794.81	39,764.19	55%					
REPAIRS & MAINTENANCE	9,948	864.90	864.90	3,588.59	6,359.41	36%					
UTILITIES	2,350	991.44	991.44	3,865.64	(1,515.64)	164%					
GENERAL & ADMIN EXPENSES	28,400	1,262.18	1,262.18	13,921.02	14,478.98	49%					
PROFESSIONAL FEES	22,600	675.00	675.00	2,025.00	20,575.00	9%					
OTHER FEES	6,250	122.59	122.59	6,030.11	219.89	96%					
OTHER EXPENSES	3,100	341.63	341.63	341.63	2,758.37	11%					
POLICE DEPARTMENT	106,758	8,503.64	8,503.64	36,078.52	70,679.48	34%					
STREETS,LIGHTS& SIDEWALKS	12,000	0.00	0.00	1,470.66	10,529.34	12%					
REIMBURSEABLE EXPENSES	0	67.19	67.19	83.98	(83.98)						
CAPITAL OUTLAYS	34,000	0.00	0.00	16,757.36	17,242.64	49%					
Expenses Totals:	312,965	26,901.46	26,901.46	131,957.32	181,007.68	42%					
10 General Fund Revenues Over/(Under) Expenses:							(3,177.91)	(3,177.91)	(44,463.27)		



# Budget vs Actual (Summary)

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Period Ending 10/31/2023

70 Cemetery Trust Fund							
Description	Budget	MTD	QTD	YTD	Variance	Percent	
Revenues							
	22,980	(12,180.89)	(12,180.89)	(12,180.89)	(35,160.89)	-53%	
Revenues Totals:	22,980	(12,180.89)	(12,180.89)	(12,180.89)	(35,160.89)	-53%	
Expenses							
GENERAL & ADMIN EXPENSES							
	5,500	2,852.66	2,852.66	2,852.66	2,647.34	52%	
	17,480	0.00	0.00	0.00	17,480.00		
Expenses Totals:	22,980	2,852.66	2,852.66	2,852.66	20,127.34	12%	
70 Cemetery Trust Fund	Revenues Over/(Under) Expenses:	(15,033.55)	(15,033.55)	(15,033.55)			

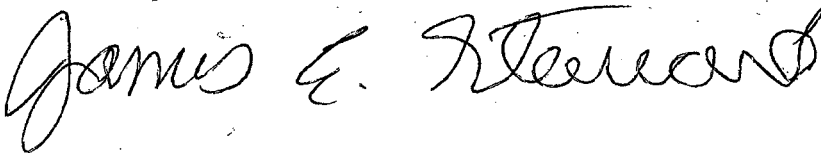




## Town Superintendent Report- November 2023

- 1) A funeral was held this past Thursday and 1 plot was sold.
- 2) There was a leak while I was out that was repaired by Chris and Eli.
- 3) The building at the cemetery has been painted.

Respectfully,

A handwritten signature in cursive script that reads "James E. Steward". The signature is written in dark ink and is positioned above the printed name.

James Steward



## Town Clerk / Treasurer Report- November 2023

- 1) VRSA was in on October 26, 2023, for an insurance audit. There was a significant increase.
- 2) I would like to discuss the Zoom meetings due to the incident at the last meeting. After speaking with other localities who have had similar issues, I recommend only allowing staff and other agencies to obtain the zoom link. (Not posting on the website etc.)
- 3) The new DMV clerk has started and is doing wonderful!
- 4) Don't forget, the Christmas Tree/Gazebo lighting will be on December 2, 2023 around 5:15PM. Santa will say a few words before lighting the tree and then leave for the parade. I hope to see everyone there.
- 5) I have sent our employee handbook to VRSA for review, and they should have a response to us by February 2024.

Respectfully,

A handwritten signature in black ink that reads "Rachael Brinson". The signature is written in a cursive, flowing style.

Rachael Brinson



# **Town Administrator Report – November, 2023**

November 17, 2023

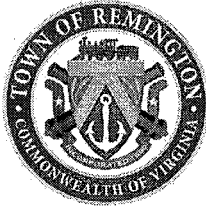
Updating Council-VHCD

Updating Depot-Timeline

Town/County Liaison Meeting

Flood study





## Town of Remington Hometown Heroes Banner Program

### Program Description:

Created by the Town of Remington to recognize and honor residents who have served or who are serving in the United States Armed Forces.

This program is non-political and non-partisan and is intended to serve as a living memorial to those service men and women from the Town of Remington and Remington, VA.

Banners will be displayed and stored by the Town for a 3–4-year period. After all available spaces are filled; a waitlist will be maintained on a first come first serve basis.

### To participate:

Pole banners will be installed honoring Town of Remington residents (past or present) who meet application requirements. A completed application and supporting documentation must be provided for review by a committee. Grants will be on a first come, first served basis. Once depleted, the sponsor will be responsible for banner fees.

### Eligibility Requirements:

Honoree must be:

Military personnel

Currently serving, honorably discharged, retired, or deceased.

### Honoree must meet one of the following criteria:

- Be a current resident of the Town of Remington or Remington
- Have previously lived in the Town of Remington or Remington as a long-term resident (10 years or more)
- Resident of the Town of Remington or Remington at birth.

Each application is subject to approval by the Town of Remington Hometown Heroes Committee.

### Banner Locations:

Banners will be hung on poles located within the Town of Remington. Locations for displaying the banners will be determined by the Town of Remington Hometown Heroes Committee. Available space is determined solely by the Town of Remington Hometown Heroes Committee.

Banners will be hung from Memorial Day - Veteran's Day holidays.

### Application Checklist:

- Completed application
- Proof of residency/Liberty High School graduate/Birth Certificate
- Proof of honorable discharge/Active Service
- Digital copy of at least 300 dpi resolution (images less than 300dpi, and scanned photocopies may be grainy or poor quality).

Completed applications may be mailed to Town Clerk at [Rbrinson@remington-va.gov](mailto:Rbrinson@remington-va.gov)



OFFICE USE ONLY DATE RECEIVED: \_\_\_\_\_  
RECEIVED BY: \_\_\_\_\_  
DOCUMENTS RECEIVED- APPLICATION: \_\_\_\_\_ PROOF OF RESIDENCY: \_\_\_\_\_  
PROOF OF HONORABLE DISCHARGE/ACTIVE SERVICE: \_\_\_\_\_ PHOTO: \_\_\_\_\_

**Town of Remington**  
**Hometown Heroes Banner Program**

Full Name of Hero: \_\_\_\_\_  
Era/Date of military service or conflict served in: \_\_\_\_\_  
Branch of US military: \_\_\_\_\_  
Is the Hero: ALIVE \_\_\_\_\_ DECEASED \_\_\_\_\_ KIA \_\_\_\_\_ POW/MIA \_\_\_\_\_  
Birthdate: \_\_\_\_\_ If Applicable-Date of Death: \_\_\_\_\_  
Is/was the Hero a resident of Town of Remington/Remington? \_\_\_\_\_ If yes, how long? \_\_\_\_\_  
Was the Hero born in Town of Remington/Remington? \_\_\_\_\_  
Name of person submitting photo: \_\_\_\_\_  
Relationship to hometown hero? \_\_\_\_\_  
Phone number: \_\_\_\_\_ E-mail: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Be Aware of the following:**

Banner placement is random. No requests for location can be honored.  
Banners will be displayed from the observed Memorial Day to Veteran's Day Holidays.  
Proof of Honorable Discharge/Active Service is required, DD214 or VA ID cards are acceptable.  
Proof of residency / Birth Certificate  
KIA/MIA have first priority followed by those born in Town of Remington/Remington, current residents.

**PHOTO RELEASE FORM**

I hereby grant Town of Remington permission to use the emailed photo (which includes a likeness of me, my relative or person being submitted) to be included in the Town of Remington Hometown Hero Banner Program.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

**\*\*\*Era of Service- Official DOD Dates\*\*\***

Global War on Terror	September 11, 2001-Present	Vietnam Era	February 28, 1961-May 7, 1975
Desert Storm	January 17, 1991- February 28, 1991	Korean Conflict Era	June 27, 1950-January 31, 1955
Persian Gulf	August 2, 1990-August 31, 1991	WWII Era	December 7, 1941-December 31, 1946
Cold War	September 2, 1945-December 26, 1991	WWI Era	April 6, 1917- November 11, 1918

NOTE: Must have – 1) Form filled out, 2) Digital Copy of at least 300 dpi resolution in a jpeg format (Images of less than 300 dpi, and scanned photocopies may be of grainy or poor quality.

Applications along with photo are to be submitted by email to [Rbrinson@remington-va.gov](mailto:Rbrinson@remington-va.gov)

Questions: Town of Remington – Town Clerk

Address: 105 E Main Street, Remington, VA 22734 Phone: (540) 439-3220





## Agenda Item Summary

November 20, 2023

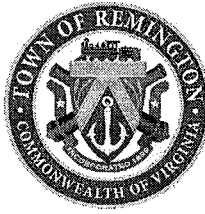
Agenda Item: VIII-5

Presenting: Town Administrator

Council Action Requested: Yes

Sample Motion: The council authorizes the town clerk to post an invitation for bids for the depot project subsequent to update and approval from VDOT.





## Agenda Item Summary

November 20, 2023

Agenda Item: IX-1

Presenting: Town Administrator

Council Action Requested: Yes

Sample Motion: **Motion to allow the town administrator the authority to seek a grant in excess of \$10,000 for a study of Community Flood Preparedness.**

**Additional information: If agreed to, the town will need to see business owner/land owner/citizen support for this endeavor.**

