



Louisa Town Council – Regular Meeting
212 Fredericksburg Avenue
Louisa, Virginia 23093
Tuesday, May 19, 2026

I: Call to Order - 6:00 PM

II: Administrative Items:

1. Invocation
2. Pledge of Allegiance
3. Adoption of the Agenda
4. Consent Agenda Items
 - a. Consideration of Accounts and Appropriations
 - b. Approval of Minutes: April 21, 2026; April 29, 2026

III: Public Comment:

This section of the Council meeting provides citizens the opportunity to discuss matters, which are not listed on the printed agenda. Any person wishing to bring a matter to the Council's attention under this section of the agenda should: (1) State their name and address; (2) State the matter that they wish to discuss and what action they would like the Council to take. When appropriate or if requested, we will respond to direct questions in writing. Please limit comments to 3 minutes or less.

IV: Presentations

1. Recognition of Vendors for Volunteer Work.

V: Appointments

1. Appointment of Interim Council Member Application

VI: Comments/Discussion by Members of Town Council

VII: Old Business:

1. Discussion and Action: Amendment of Signage Ordinance
2. Discussion and Action: Amendment of Peddlers/ Itinerant Merchant Ordinance
3. Discussion: Budget Workshop

VIII: New Business:

1. Festival Permit: Louisa Art Center
2. Discussion: Landlord Water Meter Deposit
3. Discussion and Action: Mold Remediation
4. Discussion and Action: Magna5 Recommendation
5. Discussion and Action: Take Home Vehicle Policy Recommendation

IX: Standing Committee Reports:

1. Public Works
2. Public Safety
3. Finance
4. Personnel
5. Community Development & Events
6. Cemeteries
7. Intergovernmental Relations

X: Reports from Staff:

1. Police Chief
2. Public Works Superintendent
3. Legal Counsel
4. Clerk
5. Treasurer
6. Town Manager

XI: Adjournment

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Town of Louisa
Town Council Special Meeting
April 21, 2026

Present:

Ashley Michael, Mayor;
Roger Henry, Vice-Mayor;
Vicky Harte,
John J. Purcell IV Council members;
Jeff Gore, Legal Counsel.

Also in Attendance:

Stuart Turille, Town Manager;
Franchesca Mall-Padilla, Treasurer;
Anthony Larry, Superintendent of Public Works
Stephanie Dorman, Clerk;
Martin Nachtman, Chief of Police.

**All copies, including reports, handouts, and documents
can be found following the minutes.**

Mayor Michael called the Louisa Town Council Meeting to order at 6:00 PM. Council Member Harte led the Invocation as well as the Pledge of Allegiance.

ADOPTION OF AGENDA:

Agenda Amendments:

- “Recognition of Vendors for Volunteer Work,” was continued to a future meeting.
- “Funding of Christmas Wreaths” was added to ‘Old Business’.

Motion to approve agenda as amended.

Motion made by Rigsby, Seconded by Purcell.

Voting For: Harte, Henry, Purcell, Rigsby.

1 **CONSENT AGENDA ITEMS:**

2 Motion to approve Consent Agenda.

3 Motion made by Purcell, Seconded by Henry.

4 Voting For: Harte, Henry, Purcell, Rigsby.

5 **BUSINESS FROM THE FLOOR:**

6 Michael Harris, 101 Fairfield Drive, endorsed, and spoke in favor of the applicant, Graven
7 Craig, for the Town Council vacancy.

8 **PRESENTATION:**

9 1. **FY24-25 Audit Presentation**

10 Cecila Taylor, CPA, appeared before Council to present the draft audit for Fiscal Year
11 2025. Ms. Taylor provided an overview of the audit process. She reviewed key
12 financial statements and highlighted notable findings. Ms. Taylor also addressed
13 areas of compliance and internal controls.

14

15 **COMMENTS BY MEMBERS OF TOWN COUNCIL:**

- 16
- 17 • Mayor Michael – Shared that the first Sunset Market will take place on May 2, 2026,
and that grants may have been secured for this event.
 - 18 • Council Member Harte - advised that a committee on which she serves outside of
19 the Town will be hosting an online Declaration of Independence signing, along with
20 several additional related events. She provided a brief overview of the planned
21 activities and noted opportunities for community participation.

22 **OLD BUSINESS:**

23 1. **Water Main Replacement Project, Change Order Request**

24 The Town Manager presented the Change Order Request. This would not require
25 additional funding as it was built in as a contingency.

26

27 Motion to accept the Change Order as documented.

28 Motion made by Harte, Seconded by Henry.

29 Voting For: Harte, Henry, Purcell, Rigsby.

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1 **2. Christmas Wreaths**

2 Council discussed the option of providing funding at this time for the purchase of
3 Christmas wreaths, rather than deferring the expense to the next budget cycle.

4 Following discussion, Council determined that the purchase falls within the Town
5 Manager’s existing spending authority. As such, no formal Council action was taken, and
6 the Town Manager was authorized to proceed with the purchase as deemed appropriate.

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9 **NEW BUSINESS:**

10 **1. United Bank Funds Transfer**

11 The Town Treasurer presented to Council the need to adjust the accounting structure by
12 transferring certain sewer account transactions into the water account to improve
13 financial processing. The Treasurer explained that this adjustment would simplify
14 transactions, reduce administrative complexity, and allow for more effective management
15 of utility-related finances.

16 Council members discussed the proposal, including potential impacts on fund integrity.

17 Council determined that additional review was necessary before taking action. By
18 consensus, the item was referred to the Finance Committee.

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21 **2. Solid Waste Contract Extension**

22 The Town Manager presented the need to extend the current solid waste contract. In
23 this time, staff will work to have a better understanding of the fees and amount of trash
24 cans that are in use.

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26 Motion to approve a one-year contract.

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28 Motion made by Purcell, Seconded by Henry.

29 Voting For: Harte, Henry, Purcell, Rigsby.

30 **3. Solid Waste Fees**

31 Staff asked the Council to consider trash fees moving into the next budget season. No
32 action taken at this time.

1 4. **TACS Contract and Ordinance, presented by John Rife, TACS Advisor Consulting**
2 **Services**

3 John Rife, TACS Advisor Consulting Services, presented to Council about TACS
4 Services. TACS will assist the Town in receiving past due payments on multiple
5 account types. This service will not cost the Town money as the fee is paid by the
6 customer.

7
8 Motion to accept Ordinance and legal services of TACS.

9 Motion made by Harte, Seconded by Rigsby

10 Voting For: Harte, Henry, Purcell, Rigsby.

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13 5. **Approval of Town Insignia on Clock**

14 Mayor Michael presented to Council the request to approve the use of the Town seal on
15 the clock being installed at the Buckingham Branch Railroad. He explained the purpose
16 of the request and how the seal would be incorporated into the design of the clock as a
17 representation of the Town.

18 Motion to approve seal at Buckingham Branch Railroad.

19 Motion made by Henry, Seconded by Harte

20 Voting For: Harte and Henry

21 Voting Against: Rigsby

22 Voting Absentia: Purcell

23 Following the vote, Council discussed the broader implications of allowing the Town seal
24 to be used in this manner. Concerns were raised about the potential for inadvertent or
25 unauthorized use of the seal in the future.

26 Motion to approve use of the seal on clock at the town depot with the understanding that
27 use of the seal does not authorize any additional use.

28 Motion made by Rigsby, Seconded by Henry.

29 Voting For: Harte, Henry, Rigsby

30 Voting Absentia: Purcell

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6. Amendment of Signage Ordinance

Mayor Michael presented to Council the need to update the signage ordinance as murals are uncategorized.

Staff will provide suggestions at the next meeting.

7. Amendment of Peddlers/ Itinerant Merchant Ordinance

Mayor Michael presented to Council the need to update the Peddlers/ Itinerant Merchant Ordinance for one day events.

Staff will provide suggestions at the next meeting.

8. Admission Tax Ordinance

The Town Manager suggested Council consider adopting an Admission Tax Ordinance.

Council discussed whether this ordinance would actually support economic development.

Staff will provide suggestions at the next meeting.

APPOINTMENTS:

1. Board of Zoning Appeals

Staff will advertise the vacant positions and present the applicants to Council at a later date. Council will then make recommendations to the Circuit Court.

2. Planning Commission

Motion to Re-Appoint Veronica Saxton
Motion made by Purcell, Seconded by Henry.

Voting For: Harte, Henry, Purcell, Rigsby.

3. Review of Interim Council Member Application

Mayor Michael presented to Council that there has been one applicant for the position; Graven Craig.

No action taken at this time.

1 **STANDING COMMITTEE REPORTS:**

2 **1. Public Works**

3 Council Member Purcell reported that Public Works will soon need additional
4 space for equipment.

5
6 Council discussed amending a lease agreement for a storage building that the
7 Town owns but currently leases to Mr. Throckmorton.

8
9 With Mr. Throckmorton being present, he and Council discussed the contract
10 remaining the same but providing Mr. Throckmorton with 90 day termination
11 notice.

12
13 Motion made by Purcell, Seconded by Rigsby

14 Voting For: Harte, Henry, Purcell, Rigsby.

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16 **2. Public Safety**

17 Nothing to report.

18 **3. Finance**

19 The Committee reported they have had several workshops reviewing the budget
20 and CIP.

21 **4. Personnel**

22 Committee has discussed job descriptions and how those pertain to the upcoming
23 budget season.

24 **5. Community Development & Events**

25 Committee reiterated the Saturday's Series will be moving forward.

26 **6. Cemeteries**

27 Nothing to report.

28 **7. Intergovernmental Relations**

29 Informally met to discuss what the committee does.
30

31 **STAFF REPORTS:**

32 **1. Police Chief**

33 Martin Nachtman, Chief of Police, provided the Police Report.

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35 In addition to his written report, the Chief added an estimate on improvements to the
36 Police Department after the mold test.

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He further discussed vehicle break-ins at Countryside and that this matter is being investigated by the Louisa County Sheriff's Office.

Additionally, he has received applications for the Sargeant position.

2. Public Works Superintendent

Anthony Larry, Superintendent of Public Works, provided the Public Works report.

In addition to his written report, Mr. Larry reported that crews have aerated and overseeded the grass throughout Town. Repairs were completed to the restrooms in the Public Works building. Street sweeping has begun. He also noted that he will attend the high school's Career Day.

3. Legal Counsel:

Nothing to report

4. Clerk

Stephanie Dorman, Clerk, provided the Clerk report.

In addition to her written report, she added that she went to training at Virginia Tech.

5. Treasurer

Franchesca Mall-Padilla, Treasurer, submitted her report.

6. Town Manager

Stuart Turille, Town Manager, stated he has submitted a preliminary budget.

ADJOURNMENT

Motion to adjourn.

Motion made by Purcell, Seconded by Rigsby

Voting For: Harte, Henry, Purcell, Rigsby.

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Mayor

Clerk

DRAFT

1 **Town of Louisa**

2 **Town Council Special Meeting**

3 **April 29, 2026**

4
5 **Present:**

6 Ashley Michael, Mayor;
7 Roger Henry, Vice-Mayor;
8 Vicky Harte,
9 John J. Purcell IV Council members;

10
11 **Also in Attendance:**

12 Stuart Turille, Town Manager
13 Stephanie Dorman, Clerk;
14 Martin Nachtman, Chief of Police.
15

16 **All copies, including reports, handouts, and documents**

17 **can be found following the minutes.**

18
19 Mayor Michael called the Louisa Town Council Meeting to order at 6:01 PM. The Mayor led
20 the Invocation as well as the Pledge of Allegiance.

21 **ADOPTION OF AGENDA:**

22 Agenda Amendments:

- 23 • "Council Comments"

24 Motion to approve agenda as amended.

25 Motion made by Henry, Seconded by Rigsby.

26 Voting For: Harte, Henry, Purcell, Rigsby.
27

28 **OLD BUSINESS:**

- 29 1. **Review of Interim Council Member Application**

1 Council discussed the appointment of Graven Craig to Town Council. During the
2 discussion, several letters related to the appointment were presented; however,
3 Council expressed uncertainty regarding the appropriate method of presentation. It
4 was ultimately determined that the letters would be entered into the public record.

5 Council then proceeded to ask Mr. Craig follow-up questions, including those
6 related to with the Conflict of Interest Act (COIA). Mr. Craig responded to Council's
7 inquiries, providing clarification as requested.

8 Motion to appoint Graven Craig to Town Council.

9 Motion made by Rigsby, Seconded by Purcell.

10 Voting For: Henry, Purcell, Rigsby.

11 Voting Against: Harte

12 Mr. Craig was sworn in by the Clerk of Court and took his seat at the dais.

13

14 **NEW BUSINESS:**

15 **1. Budget Workshop**

16 Council reviewed the submitted budget and engaged in extensive discussion on
17 several key components. A significant portion of the conversation focused on the
18 appropriate percentage increase for sewer billing. After deliberation, Council
19 reached a consensus to increase sewer rates by seven percent, although no formal
20 action was taken.

21 Trash rates, which had been previously discussed, were also addressed. Council
22 agreed to revisit the matter in one year, in conjunction with the implementation of
23 the new contract, to evaluate any necessary adjustments at that time.

24 The most extensive discussion centered on the potential implementation of an
25 admissions tax. While some Council members expressed support for the measure,
26 it was ultimately not approved, as the majority determined it would not be beneficial
27 to the Town's economic development goals.

1 Council also noted that at the next meeting, further discussion will take place
2 regarding fees, with particular attention to the water meter deposit, as well as
3 Capital Improvement Plan (CIP) items.

4 The next budget work session is scheduled for May 12 at 6:00 p.m., with the formal
5 budget adoption meeting set for June 2 at 6:00 p.m.

6 **COUNCIL COMMENT:**

7 Council Member Purcell submitted his official resignation letter, with his term concluding
8 on May 1. Council acknowledged receipt of the resignation.

9 Council established a timeline to fill the vacancy, with applications to be accepted through
10 May 15. Submitted applications will be reviewed at the May 19 meeting, with the
11 appointment to fill the vacant Council seat scheduled to be made at the June 2 meeting.

12 **ADJOURNMENT**

13 Motion to adjourn.

14 Motion made by Rigsby, Seconded by Harte.

15 Voting For: Craig, Harte, Henry, Purcell, Rigsby.

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Mayor

Clerk

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A PROCLAMATION RECOGNIZING AND COMMENDING LOCAL ORGANIZATIONS FOR THEIR SUPPORT OF THE “REACH DAY” EVENT, ORGANIZED BY THE POINT CHURCH

WHEREAS, the Town of Louisa recognizes the importance of community pride, environmental stewardship, and civic engagement; and

WHEREAS, a “Reach Day,” Event, organized by The Point Church, was conducted to enhance the appearance and overall well-being of the community, including multiple organizations; and

WHEREAS, the success of this event was made possible through the generous contributions of time, labor, and materials from local organizations; and

WHEREAS, The Point Church, Chiles Enterprises, JS Purcell Lumber, and Ace Hardware demonstrated outstanding community spirit and dedication by volunteering their time and/or donating supplies in support of this effort;

NOW, THEREFORE, I, on behalf of the Town of Louisa, Virginia, I do hereby proclaim our sincere appreciation and gratitude to The Point Church, Chiles Enterprises, JS Purcell Lumber, and Ace Hardware for their valuable contributions to the success of the “Reach Day” Event;

AND, I FURTHER PROCLAIM that these organizations and businesses are commended for their commitment and for setting a positive example of civic responsibility within the community.

Ashley Michael, Mayor

ATTEST:

Stephanie Dorman, Clerk

May 5, 2026

Mr. Stuart Turille, Town Manager
Town of Louisa
212 Fredericksburg Avenue
Louisa, Virginia 23093

Dear Mr. Turille:

I am writing to express my interest in serving as the interim council member to fill the open seat on the Louisa Town Council. I have been a resident of the Town for my entire life other than a short stint in Richmond for approximately 5 years, and my wife and I have also raised our two children in town.

Through operating J.S. Purcell Lumber Corporation for over 30 years, owning several rental properties in Town, and serving as an active member of the Louisa Volunteer Fire Department for many years, I have gained a great understanding of the needs and issues presenting to the Town. If appointed to the Council, I look to offer a business approach background, as well as offer my financial experience as a CPA for over 35 years.

If you would like to discuss the opportunity, or my qualifications, I am happy to meet with you at your convenience.

Thank you for your consideration.

Sincerely,



David M. Purcell

Work Address:
138 West Street
Louisa, VA 23093

David Purcell
david@jspurcell.com
(540) 967-0026

Permanent Address:
103 Pinehurst Drive
Louisa, VA 23093

Education

Virginia Commonwealth University,
Graduate School
M.S. in Taxation

Richmond, VA
Dec. 1995

Virginia Polytechnic Institute and State University,
Pamplin College of Business
B.S. in Accounting

Blacksburg, VA
May 1990

Certifications

- Certified Public Accountant (1991 - Present)
 - License No: 15185
- Class A Contractor (2007 - Present)
 - License No: 2705119118

Work Experience

President

J.S. Purcell Lumber Corporation

Louisa, VA
Jan. 2001 – Present

- Manage 15+ employees and oversee daily operations
- Responsible for purchasing and dynamic pricing of all lumber and building materials
- Maintain company compliance with health and safety standards, including OSHA
 - First building material business in VA to receive the OSHA Safety & Health Achievement Recognition Program (SHARP) certification in 2007 (2007 to Present)

Controller and Vice President

J.S. Purcell Lumber Corporation

Louisa, VA
Nov. 1995 – Jan. 2001

- Performed all financial management and reporting
- Transitioned to integrated computer system linking inventory, sales, and accounts receivable/payable
- Modernized order processing equipment, including delivery vehicles and material processing machinery

Manager, Corporate Income Tax

Owens & Minor

Richmond, VA
May 1994 – Nov. 1995

- Completed corporate income tax reporting and filing for all entities of a Fortune 500 company, including tax accrual for book purposes
- Managed direct reports in Income Tax and Sales and Use Tax departments

Tax Senior Accountant

BDO Seidman

Richmond, VA
Aug. 1991 – May 1994

- Prepared and reviewed income tax returns for individual and business entities
 - Primary focus on partnerships and LLC's
- Assisted with financial Information Technology (IT) implementation and technical support

Staff Accountant

BDO Seidman

Richmond, VA
Jun. 1990 – Aug. 1991

- Prepared income tax and payroll tax returns for small and mid-size corporations and partnerships
- Assisted with audits of small and mid-size entities along with financial reporting

Service Experience

Board Member

Wood Products of VA Group Self-Insurance Assoc.

Richmond, VA
2022 – Present

Certified Firefighting Instructor I

State of Virginia

Louisa, VA
2012 – 2016

Volunteer Firefighter

Company 1, Town of Louisa

Louisa, VA
2001 - 2012



LOUISA TOWN COUNCIL

AGENDA ITEM REPORT

Meeting Date: May 19, 2026

To: Louisa Town Council
From: Stuart Turille, Town Manager
Subject: **Non-Commercial Murals in Town Code**

Background:

- Currently, Town code only allows wall signs or “murals” in the General Commercial Zoning District, for business advertising purposes.
- No mention is made of murals in other zoning districts, *for non-commercial, aesthetic purposes*.

Issue:

Should we amend Town code to allow non-commercial murals throughout Town zoning districts?

Analysis:

- Murals on buildings have many positive features: they add charm, aesthetic appeal, brighten the operational/functional nature of homes and businesses and add to quality of life, in a downtown and on Main Street.
- The only issue may be that one person’s perspective on “aesthetic” may not meet person’s.
- Some murals could be political in nature.

Recommendation:

1. Clarify what types of murals are allowed.
2. Require Planning Commission and/or Town Council approval
3. Consider sample ordinance attached.

Attachments:

1. **Sample ordinance**
2. **VA Main Street pamphlet**

Town of Louisa, Virginia
Mural Ordinance
5.7.26 DRAFT

Be it Ordained by the Town Council for the Town of Louisa, Virginia, that the Louisa Town Code is hereby amended by adding Chapter 166, §§166-1 through 166-4, related to murals, as follows:

Chapter 166. Murals.

§166-1. Definition.

A mural is a painting or artwork applied directly to a wall, ceiling, or other large, permanent surface, often becoming an integral part of the structure. Murals are typically large-scale, intended to transform spaces, and may be painted or fixed onto the surface.

§166-2. Murals on buildings and structures.

Murals on exterior surfaces of buildings or other structures (i) shall not have any commercial or business content, such as company logos, promotions or advertising and (ii) shall be consistent with the published guidelines in the Virginia Department of Housing and Community Development Virginia Main Street Mural Tech Sheet, June 2023, as may be amended or updated from time to time.

§166-3. Murals not signs.

Murals in compliance with this Chapter are not considered signs under Chapter 135 (Signs), Chapter 175 (Zoning) or any other Chapter of the Town Code.

§ 166-4. Violations and penalties.

Any person, firm or corporation, whether as principal, agent, employee or otherwise, violating or causing or permitting the violation of any of the provisions of this chapter shall be guilty of a misdemeanor and, upon conviction thereof, shall be fined not more than \$1,000. Such person, firm or corporation shall be deemed to be guilty of a separate offense for each and every day during which any portion of any violation of this chapter is committed, continued or permitted by such person, firm or corporation and shall be punishable as herein provided.

Adopted by the Louisa Town Council this ___ day of _____, 2026.

By: _____
Mayor Ashley Michael

Attest: _____
Stephanie Dorman, Clerk to Council



LOUISA TOWN COUNCIL

AGENDA ITEM REPORT

Meeting Date: May 19, 2026

To: Louisa Town Council
From: Stuart Turille, Town Manager
Subject: **Vendors Participating in Community Events—Fees & Taxes**

Background:

- Currently, Town code requires that **any** vendor selling products in Town, to obtain an Itinerant Merchant/Peddler permit, Business license, and register for meals tax when working in the Town.
- Certain events in Town have only a one-time business sales period: *Community events*.
- These events require a one-time vendor to pay many fees and taxes just to attend and sell product for one day.

Issue:

How do we encourage one- time vendors to participate in community events and not discourage participation with the imposition of high fees and taxes?

Analysis:

One potential approach is from Virginia Beach, which has a “community event license” that serves as an umbrella license for all participating vendors. The event sponsor would get the event license, for a fee (ranging from \$50 to \$500 depending on the scope/scale of the event), and the participating vendors would just register with the Town under that event license and pay a nominal fee of \$10.00. <https://cor.virginiabeach.gov/businesses/community-events>

Traditional business licensing requirements are difficult and costly to enforce uniformly among temporary merchants who operate only once or twice per year and may discourage vendor participation. Virginia Beach offers a sub-classification separate from Itinerant Merchant allowing qualifying event promoters to pay a fee based on vendor participation in the specific event.

The umbrella "Community Event" license satisfies business license requirements for all registered merchants and vendors at the event and is available through the Commissioner of the Revenue's office.

Recommendation:

1. Define “community event” in Town code; tie this to the town’s [special event provision](#), which may need to be updated since they focus mainly on outdoor music festivals.
2. For discussion and consideration clear direction on a new ordinance for the June meeting.

THE TOWN OF LOUISA

Incorporated 1873

P.O. Box 531
212 Fredericksburg Ave.
Louisa, Virginia 23093



Phone: (540) 967-1400
Fax: (540) 967-9580
www.louisatown.org

Musical or Entertainment Festival Permit Application

Applicant Name Gina Harris - Louisa Art Center

Address 212 Fredericksburg Ave

Louisa VA 23093

Phone (C) 703-675-0188 (W) 540-967-2200

Performers Name Queen Legacy

Address Mike Thomas: 832-419-9333
mikeandhisguitar@gmail.com

Date of Event June 27, 2026

Location of Event Louisa Firemans Fairground

Street Address 215 Church Ave, Louisa, VA. 23093

Name of Insurance Company Pivotal Insurance: Brian Gilbreth

Policy Number and Amount #43388854 liability: 3 million
each occurrence: 1 million

Note: Application should be filed a minimum of 45 days prior to the event for Town Council's consideration. Earlier filing facilitates planning approval.

File With: Town of Louisa, 212 Fredericksburg Ave., P.O. Box 531,
Louisa, VA 23093 phone: 540-967-1400



March 24, 2026

To whom it may concern:

This letter serves as a formal acknowledgement and confirmation that the Louisa Arts Center has been granted permission from Louisa County Parks, Recreation and Tourism, to use the Louisa Fairgrounds for their upcoming 2026 - 2027 event season.

Sincerely,



James A. Smith Jr.

Director

Louisa County Parks, Recreation & Tourism

540 967-4421

Fairground Permit Application Plan

Food and Health Dept Plan: Jason Fulton from Fluvanna Va Health Dept said I do not need to pull a Temporary Event Application for our BBQ food vendor Denny Flint from Country Boys BBQ since he owns a restaurant and has his own Health Dept. permit. Country Boys BBQ will be doing both fairground events.

Country Boy BBQ (Denny Flint)
540-500-9778
121 W Main St
Louisa VA 23093

Medical Plan:

EMT and Town Police will assist and support that night.

I have already contacted Dale Wallace from Louisa Volunteer Fire & EMT and Craig Buckley from Louisa Town Police.

We will also have a FIRST AID banner hung above the concession stand for guests to come by for minor injuries or assistance.

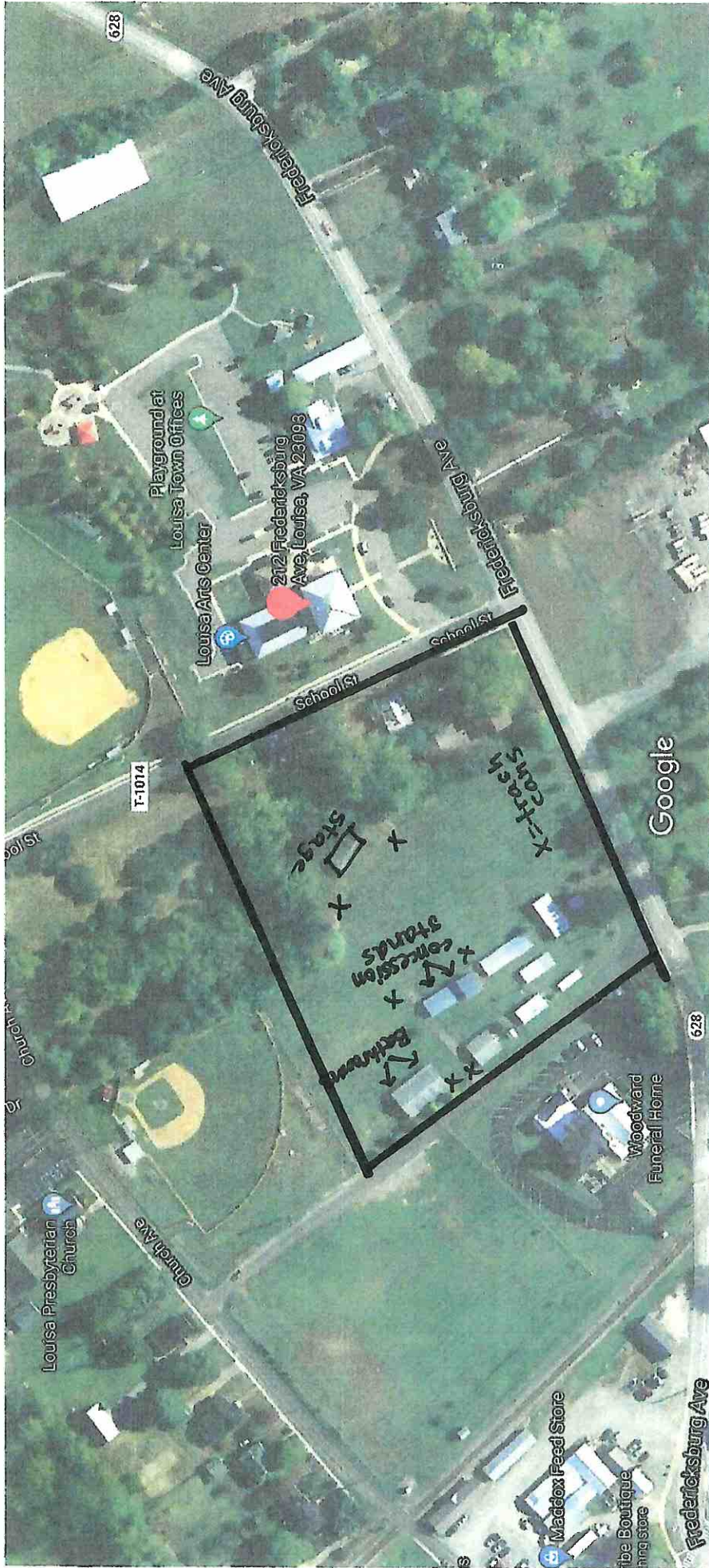
Parking Plan:

We will be parking guests in the Baseball parking lot on Church Ave. We will have 4 parking attendants, road directional signs, fluorescent safety vests and lighted parking batons.

Outside Light Plan:

There are lights at the fairgrounds but guests should be gone before dark. The concert is from 6:00pm-8:00pm. Gates open at 5:00pm

Sound Level: sound level will adhere to County Codes and Ordinance: 55dB



Imagery ©2021 Commonwealth of Virginia, Maxar Technologies, USDA Farm Service Agency, Map data ©2021 100 ft

Fairmans Fairgrounds
 215 Church Ave
 Louisa, VA. 23093



LOUISA TOWN COUNCIL

AGENDA ITEM REPORT

Meeting Date: May 19, 2026

To: Louisa Town Council
From: Stuart Turille, Town Manager
Subject: Meter Deposits and Landlord Duties

Background:

- Currently, Town code requires that all account holders of water meters place a deposit.
- Landlords, *who have multiple tenants over multiple properties*, are subject to repeated requests for deposits from staff, each time a tenant opens and closes an account, after which deposits are returned to landlords when accounts close.
- This is burdensome to the landowner and not administratively efficient for staff, *going back and forth with deposits between multiple tenants and the landlord*.
- Landlords need water service on to maintain properties between tenants.
- Other Cities, such as Charlottesville and Richmond have a policy that landlords, provided they are in good credit standing with payment of taxes and licenses and delinquent water-sewer accounts, and not required to place a deposit each time an account closes.
- The reason for a deposit is security to collect fees owed to the Town: but Town already has authority to collect delinquent fees from landlords, by Town code and State statute: § **160-27.1. Unpaid charges; liability of owner for nonpayment by occupant (see below).**

Analysis:

- It is burdensome to the landlord and staff to open and close accounts multiple times, requesting then returning deposits to landlords, each time a new tenant opens or closes an account.
- The deposit is not necessary, since we can collect delinquent fees by Town/State Code.

Recommended Action:

Adopt a new policy regarding landlords and water meter deposits:

“Transfer of water/sewer account to landlord; security deposit.”

*When a water or sewer account is transferred from a tenant or former tenant to the property owner to be the account holder, until such time as a new tenant establishes an account, the property owner **shall not be required to pay a security deposit** provided the property owner is not delinquent in the payment of any town taxes or fees and does not otherwise have a history of nonpayment of town taxes or fees.*

This policy does not apply to new accounts when they are first established in the landlord’s name, and this does not preclude the town from collecting delinquent water or sewer fees against the property owner that are incurred by a tenant in accordance with applicable law.

Town Code

160-27.1. Unpaid charges; liability of owner for nonpayment by occupant: if the use of the public water system of the Town is contracted for by an occupant who is not the owner or the premises, and such occupant's premises are separately metered for service, the owner of any such premises shall be liable only for the payment of delinquent rates or charges applicable to three delinquent billing periods, which together shall not exceed a period of 90 days. Service shall not be refused to other premises of the owner not occupied by someone who is delinquent in the payment of such rates or charges on account of such delinquency herein described, provided that owner has paid in full any delinquent charges for which the owner is liable. Service shall not be refused nor shall reinstatement be unreasonably delayed for service to premises vacated by a delinquent occupant if a new party has applied for service, provided the owner of the premises has paid in full all delinquent charges for which the owner is liable.

Also State statute:

§ 15.2-2119.4. Fees and charges for water and sewer services provided to a tenant or lessee of the property owner. This statute allows Town to collect delinquent fees from a Landlord.

§ 160-5. Meter deposit.

Any person applying for Town water service for property in or outside the Town shall make a meter deposit in an amount fixed by the Town Council.

§ 160-27.1. Unpaid charges; liability of owner for nonpayment by occupant. [Added 1-19-1999]

- A. Notwithstanding any other provisions of this chapter of the Town Code, if the use of the public water system of the Town is contracted for by an occupant who is not the owner or the premises, and such occupant's premises are separately metered for service, the owner of any such premises shall be liable only for the payment of delinquent rates or charges applicable to three delinquent billing periods, which together shall not exceed a period of 90 days. Service shall not be refused to other premises of the owner not occupied by someone who is delinquent in the payment of such rates or charges on account of such delinquency herein described, provided that owner has paid in full any delinquent charges for which the owner is liable. Service shall not be refused nor shall reinstatement be unreasonably delayed for service to premises vacated by a delinquent occupant if a new party has applied for service, provided the owner of the premises has paid in full all delinquent charges for which the owner is liable.
- B. This provision shall become effective as to all water services provided on or after March 1, 1999.

The Town of Louisa, Virginia

Incorporated 1873

P.O. Box 531
212 Fredericksburg Avenue
Louisa, Virginia 23093



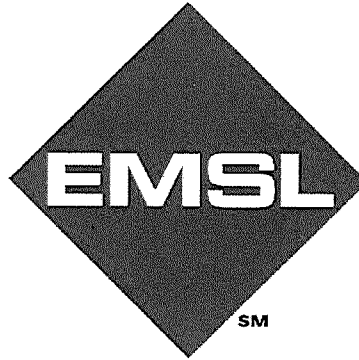
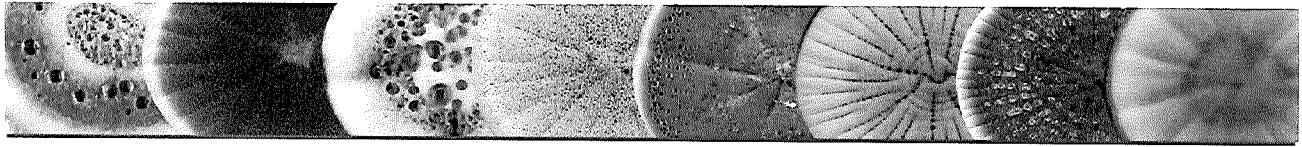
Phone: (540) 967-1400
Fax: (540) 967-9580
www.louisatown.org

To: Stuart Turille, Town Manager
Mayor Michael and Town Council Members
From: Martin Nachtman, Chief of Police
Date: May 11, 2026
Re: Staff Report – Mold Report and Remediation Quote

Due to previous water intrusion and moisture damage in the basement and crawl space areas of the Police Department, the Town contracted Virginia Restoration Experts to conduct a fungal assessment. The attached report confirms the presence of elevated and slightly elevated mold particle levels in the basement as well as on the main level of the building. This indicates that mold growth is not limited to the lower level and that remediation is necessary to protect both the facility and employee health.

A remediation proposal has also been obtained and is attached for review. The recommended work includes full mold removal and treatment, application of mold-prevention products with a ten-year warranty for the treated areas, removal and replacement of insulation, installation of a dehumidifier to prevent future moisture accumulation, and complete cleaning and sanitation of the HVAC system located in the basement. These steps address both the existing mold and the underlying conditions that contributed to its development.

I am currently in the process of securing an additional one or two quotes to ensure competitive pricing. However, based on the information available and the need to address the issue promptly, I am requesting approval to proceed with mold remediation at the Police Department in an amount not to exceed \$14,227.50. According to the attached proposal, the contractor requires a 35 percent deposit on the first day of work, with the remaining balance due upon completion.



EXPANDED FUNGAL ASSESSMENT REPORT TM

Prepared Exclusively For

Virginia Restoration Experts
5326 South Branch Rd.
Fredericksburg, VA 22407
Phone: 540-735-4681

Report Date: 4/24/2026
Project: Town of Luisa Police Department
P.O: Louisa - PD
EMSL Order: 022601555

AIHA LAP, LLC.
AIHA LAP, LLC EMLAP #102564



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EMSL Analytical, Inc.

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Phone: (336) 992-1025 Fax: (336) 992-4175

Web: <http://www.EMSL.com> Email: kernersvillelab@emsl.com

Attn: Tim Holden
Virginia Restoration Experts
5326 South Branch Rd.
Fredericksburg, VA 22407

EMSL Order: 022601555
Customer ID: VARE25
Collected: 4/17/2026
Received: 4/17/2026
Analyzed: 4/24/2026

Proj: Town of Luisa Police Department

1. Description of Analysis

Analytical Laboratory

EMSL Analytical, Inc. (EMSL) is a nationwide, full service, analytical testing laboratory network providing Asbestos, Mold, Indoor Air Quality, Microbiological, Environmental, Chemical, Forensic, Materials, Industrial Hygiene and Mechanical Testing services since 1981. Ranked as the premier independently owned environmental testing laboratory in the nation, EMSL puts analytical quality as its top priority. This quality is recognized by many well-respected federal, state and private accrediting agencies, and assured by our high quality personnel, including many Ph.D. microbiologists and mycologists.

EMSL is an independent laboratory that performed the analysis of these samples. EMSL did not conduct the sampling or site investigation for this report. The samples referenced herein were analyzed under strict quality control procedures using state-of-the-art microbiological methods. The analytical methods used and the data presented are scientifically and legally defensible.

The laboratory data is provided in compliance with ISO-IEC 17025 guidelines for the particular test(s) requested, including any associated limitations for the methods employed. These data are intended for use by professionals having knowledge of the testing methods necessary to interpret them accurately.

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Air Samples - Spore traps:

Spore traps are commercially available sampling devices that capture airborne particles on an adhesive slide. Air is pulled through the device using a vacuum pump. Spores, as well as other airborne particles, are impacted on the collection adhesive. Using spore trap collection methods has inherent limitations. These collection methods are biased towards larger spore sizes.

The analysis for total spore counts is a direct microscopic examination and does not include culturing or growing the fungi. Therefore, the results include both viable and non-viable spores. Some fungal groups produce similar spore types that cannot be distinguished by direct microscopic examination alone (i.e., *Aspergillus/Penicillium*, and others). Other spore types may lack distinguishing features that aid in their identification. These types are grouped into larger categories such as Ascospores or Basidiospores.

Fungal spores are identified and grouped by morphological characteristics including color, shape, septation, ornamentation, and fruiting structures (if present) which are compared to published mycological identification keys and texts. EMSL reports provide spore counts per cubic meter of air to three significant figures. Please note that each spore category is reported to three significant figures. Due to rounding and the application of three significant figures the sum of the individual spore numbers may not equal the total spore count on the report. EMSL does not maintain responsibility for final volume concentrations (counts/m³) since this volume is provided by the field collector and can not be verified by EMSL.

EMSL analyzes spore traps using phase contrast microscopy. There is a wide choice of collection devices (Air-O-Cell, Micro-5, Burkhard, etc.) on the market. Differences in analytical method may exist between spore trap devices.

Spore trap results are reported in spores per cubic meter of air. Due to the other airborne particles collected with the spores, EMSL reports a background particle density. Background density is an indication of overall particulate matter present on the sample (i.e. dust in the air). High background concentrations may obscure spores such as the *Penicillium/Aspergillus* group. The rating system is from 1-5 with 1 = 1 - 25% of the background obscured by material, 2 = 26 - 50%, 3 = 51 - 75%, 4 = 76% - 99%, 5 = 100% or overloaded. A background rating of 4 or higher should be regarded as a minimum count since the actual concentrations may be higher than those reported. EMSL will not be held responsible for overloading of samples. Sample volumes are left to the discretion of the company or persons conducting the fieldwork.

Skin fragment density is the percentage of skin cells making up the total background material, 1 = 1 - 25%, 2 = 26 - 50%, 3 = 51 - 75%, 4 = 76-100%. Skin fragment density is considered an indication of the general cleanliness in the area sampled. It has been estimated that up to 90% of household dust consists of dead skin cells.

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2. Analytical Results

See attached data reports and charts.

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Spore Trap ASSESSMENT Report™ Air-O-Cell™ Analysis of Fungal Spores & Particulates (Methods MICRO-SOP-201, ASTM D7391)

	Particle Identification	Raw Count	(Count/m³)	% of Total	Interpretation Guideline
022601555-0001	Alternaria (Ulocladium)	-	-	-	
Client Sample ID 41677143	Ascospores	9	400	24.5	
	Aspergillus/Penicillium++	-	-	-	
Location Outside	Basidiospores	18	740	45.4	
	Bipolaris++	-	-	-	
	Chaetomium++	-	-	-	
	Cladosporium	12	490	30.1	
Sample Volume (L) 75	Curvularia	-	-	-	
	Epicoccum	-	-	-	
	Fusarium++	-	-	-	
	Ganoderma	-	-	-	
Sample Type Background	Myxomycetes++	-	-	-	
	Pithomyces++	-	-	-	
	Rust	-	-	-	
Comments	Scopulariopsis/Microascus	-	-	-	
	Stachybotrys/Memnoniella	-	-	-	
	Unidentifiable Spores	-	-	-	
	Zygomycetes	-	-	-	
	Pestalotia++	-	-	-	
	Total Fungi	39	1630	100	
	Hyphal Fragment	-	-	-	
	Insect Fragment	-	-	-	
	Pollen	21	860	-	
Analytical Sensitivity 600x: 41 counts/cubic meter		Skin Fragments:		1 to 4 (low to high)	
Analytical Sensitivity 300x *: 13* counts/cubic meter		Fibrous Particulate:		1 to 4 (low to high)	
		Background: 1		1 to 4 (low to high); 5 (overloaded)	

- Not commonly found growing indoors, spores likely come from outside.
- Spores reported to be able to cause allergies in individuals.
- Potential for mycotoxin production exists with these fungi.
- These fungi are considered water damage indicators.

++ Includes other spores with similar morphology; see EMSL's fungal glossary for each specific category.

Initial report from: 04/24/2026 09:14:41

Kristie Elliott, Microbiology Lab Manager
or Other Approved Signatory

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EMSL Order: 022601555
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Proj: Town of Luisa Police Department

Spore Trap ASSESSMENT Report™ Air-O-Cell™ Analysis of Fungal Spores & Particulates (Methods MICRO-SOP-201, ASTM D7391)

	Particle Identification	Raw Count	(Count/m³)	% of Total	Interpretation Guideline
022601555-0002	Alternaria (Ulocladium)	1*	10*	0.1	Slightly Elevated
	Ascospores	11	450	3.5	Slightly Elevated
Client Sample ID 41677128	Aspergillus/Penicillium++	187	7670	59.5	ELEVATED
	Basidiospores	24	990	7.7	Slightly Elevated
Location Basement - 1	Bipolaris++	-	-	-	
	Chaetomium++	-	-	-	
	Cladosporium	82	3400	26.4	Slightly Elevated
	Curvularia	-	-	-	
Sample Volume (L) 75	Epicoccum	1	40	0.3	Slightly Elevated
	Fusarium++	-	-	-	
	Ganoderma	-	-	-	
Sample Type Inside	Myxomycetes++	5	200	1.6	Slightly Elevated
	Pithomyces++	3	100	0.8	Slightly Elevated
	Rust	-	-	-	
Comments	Scopulariopsis/Microascus	-	-	-	
	Stachybotrys/Memnoniella	-	-	-	
	Unidentifiable Spores	-	-	-	
	Zygomycetes	-	-	-	
	Pestalotia++	1	40	0.3	Slightly Elevated
	Total Fungi	315	12900	100	Slightly Elevated
	Hyphal Fragment	-	-	-	
	Insect Fragment	-	-	-	
	Pollen	-	-	-	
Analytical Sensitivity 600x: 41 counts/cubic meter				Skin Fragments: 2	1 to 4 (low to high)
Analytical Sensitivity 300x *: 13* counts/cubic meter				Fibrous Particulate: 1	1 to 4 (low to high)
				Background: 2	1 to 4 (low to high); 5 (overloaded)

Acceptable Concentration at or below background

Slightly Elevated Concentration above background

ELEVATED Concentration 10X or more above background

Not commonly found growing indoors, spores likely come from outside.

Spores reported to be able to cause allergies in individuals.

Potential for mycotoxin production exists with these fungi.

These fungi are considered water damage indicators.

++ Includes other spores with similar morphology; see EMSL's fungal glossary for each specific category.

Kristie Elliott, Microbiology Lab Manager
or Other Approved Signatory

Initial report from: 04/24/2026 09:14:41

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Attn: Tim Holden
Virginia Restoration Experts
5326 South Branch Rd.
Fredericksburg, VA 22407





EMSL Order: 022601555
Customer ID: VARE25
Collected: 4/17/2026
Received: 4/17/2026
Analyzed: 4/24/2026

Proj: Town of Luisa Police Department

Spore Trap ASSESSMENT Report™ Air-O-Cell™ Analysis of Fungal Spores & Particulates (Methods MICRO-SOP-201, ASTM D7391)

	Particle Identification	Raw Count	(Count/m³)	% of Total	Interpretation Guideline
022601555-0003	Alternaria (Ulocladium)	1*	10*	1	Slightly Elevated   
	Ascospores	2	80	8.2	Acceptable 
Client Sample ID 41677120	Aspergillus/Penicillium++	3	100	10.3	Slightly Elevated 
	Basidiospores	7	300	30.9	Acceptable  
Location Main Level - 1	Bipolaris++	1	40	4.1	Slightly Elevated   
	Chaetomium++	-	-	-	
	Cladosporium	4	200	20.6	Acceptable 
	Curvularia	1	40	4.1	Slightly Elevated  
Sample Volume (L) 75	Epicoccum	-	-	-	
	Fusarium++	-	-	-	
	Ganoderma	-	-	-	
Sample Type Inside	Myxomycetes++	5	200	20.6	Slightly Elevated  
	Pithomyces++	-	-	-	
	Rust	-	-	-	
Comments	Scopulariopsis/Microascus	-	-	-	
	Stachybotrys/Memnoniella	-	-	-	
	Unidentifiable Spores	-	-	-	
	Zygomycetes	-	-	-	
	Pestalotia++	-	-	-	
	Total Fungi	24	970	100	Acceptable
	Hyphal Fragment	-	-	-	
	Insect Fragment	-	-	-	
	Pollen	2	80	-	Acceptable  
Analytical Sensitivity 600x: 41 counts/cubic meter		Skin Fragments: 1		1 to 4 (low to high)	
Analytical Sensitivity 300x *: 13* counts/cubic meter		Fibrous Particulate: 1		1 to 4 (low to high)	
		Background: 1		1 to 4 (low to high); 5 (overloaded)	

- Acceptable** Concentration at or below background
- Slightly Elevated** Concentration above background
- ELEVATED** Concentration 10X or more above background

-  Not commonly found growing indoors, spores likely come from outside.
-  Spores reported to be able to cause allergies in individuals.
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-  These fungi are considered water damage indicators.

++ Includes other spores with similar morphology; see EMSL's fungal glossary for each specific category.

Initial report from: 04/24/2026 09:14:41

Kristie Elliott, Microbiology Lab Manager
or Other Approved Signatory

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Va Restoration Experts

Mold Remediation Service

Job# ESTIMATE

Date: April 24th, 2026

ESTIMATE

Virginia Restoration Experts LLC.
 5326 South Branch RD
 Fredericksburg, VA 22407
 Phone: (540) 735-4681
 EMAIL: tim@virginiarestorationexperts.com
 VA Contractor Licenses #2705131873
 IOT Mold Technician Certification #71274
 www.fredericksburgmoldremediation.com

TO: Town of Louisa Police Dept.
 219 East Main St
 Louisa, Va 23093
 (540) 748-3916
 Chief of Police
 Martin Nachtman
 (540) 967-3011
 (540) 748-1278
 mnachtman@louisatown.org

Page 1 of 1 This job may take between 4 – 7 business days to complete. Basement / Crawlspace only.

SALESPERSON	ROUTE	PAYMENT TERMS	DUE DATE
T. Holden	T. Holden	35% down on first day balance due at end of job.	Estimate - N/A

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
2	Haul contaminated debris and dispose – per truck load – including dump fees.	\$163.50 per load.	\$327.00
2	Air Scrubbers / Negative air machines with HEPA Filters – @ 3 days each.	\$110.00 each per day	\$660.00
1,250sqft	Tear out & bag contaminated insulation and vapor barrier for disposal.	\$0.85sqft	\$1,062.50
8	Mold Technician(s) per hour – cleaning, wiping, & sanitizing floor joists, pipes, etc.	\$73.50 per hour	\$588.00
1,250sqft	HEPA Vacuuming exposed framing – floor joist with sheathing / plywood.	\$1.40sqft	\$1,750.00
2,500sqft	Application of EPA registered fungicide / antimicrobial (plant based) through ULV fogging. (BASEMENT & MAIN LEVEL)	\$0.32sqft	\$800.00
1,250sqft	Seal and Encapsulate floor joist system with a fungicidal coating (10 year warranty against future mold growth on treated areas)	\$1.74sqft	\$2,175.00
1,250sqft	Install new R19 insulation	\$1.55sqft	\$1,937.50
1,250sqft	Install new 6-mil vapor barrier and tape joints / seams.	\$0.75sqft	\$937.50
1	Install new AprilAire dehumidifier with condensate pump and (5 year warranty on compressor.) Includes sealing off all crawlspace vents.	\$2,050.00	\$2,050.00
1	HVAC Duct line cleanout and sanitization / treatment with antimicrobial. (must be done as unit is located in basement.)	\$1,350.00	\$1,350.00
1	Mold clearance test –. 3 Air Samples	\$590.00	\$590.00
Subtotal			\$14,227.50
Total			\$14,227.50

The Town of Louisa, Virginia

Incorporated 1873

P.O. Box 531
212 Fredericksburg Avenue
Louisa, Virginia 23093



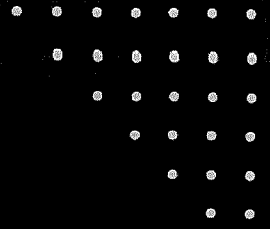
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www.louisatown.org

To: Stuart Turille, Town Manager
Mayor Michael and Town Council Members
From: Martin Nachtman, Chief of Police
Date: May 11, 2026
Re: Staff Report

Last week, we met with representatives from Magna5 to review several information technology services currently being paid for by the Town. During that discussion, we were advised that the Town is presently paying for VMware services on the servers at the Police Department and Town Hall. We were informed that, when Dell owned those services, the annual cost ranged from approximately \$700 to \$1,100, per server. After the services were acquired by Broadcom a few years ago, the annual cost increased to approximately \$3,000 to \$4,000. We have now been advised that the annual cost is expected to increase again to approximately \$11,000 to \$14,000, with a required three-year commitment.

Magna5 has proposed migrating our current environment to Microsoft Hyper-V, which would significantly reduce long-term costs. Please see the attached quote from Magna5 reflecting a one-time total fee of \$7,366 for the migration and the necessary licenses. This one-time cost compares favorably to the projected annual VMware renewal cost. It was recommended that we migrate the Police Department server first, with the Town Hall server to follow as part of the next phase.

I am requesting approval to proceed with the migration to the Microsoft Hyper-V solution so that the Town can avoid substantially higher annual costs and realize significant savings over time.

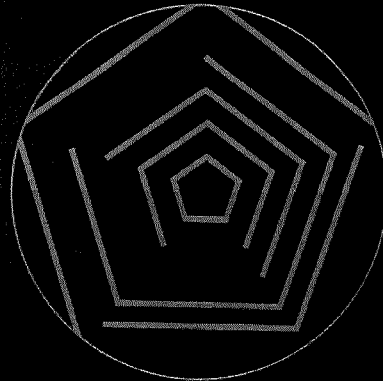


Migration to Hyper V

Proposal # 016448
Version 1

Prepared for:
**Town of Louisa Police
Department**

Martin Nachtman
mnachtman@louisatown.org



Prepared by:
Charlottesville Region

Jonathan Coughlin
jonathan.coughlin@magna5.com

Proposal Information:

Proposal #: 016448

Version: 1

Delivery Date: 05/08/2026

Expiration Date: 05/29/2026

Auto #: 35092

Contract Term (in months): 0

Prepared for:

Town of Louisa Police Department

Martin Nachtman

mnachtman@louisatown.org

Prepared by:

Charlottesville Region

Jonathan Coughlin

(844) 462-4625

jonathan.coughlin@magna5.com

Proposal Summary

Description	Amount
Microsoft (Annual or Perpetual)	\$1,426.00
Professional Services (Non-Recurring)	\$5,940.00
Total:	\$7,366.00



HARDWARE, SOFTWARE, LICENSING TERMS

Unless otherwise noted, all prices and descriptions are subject to change without notice. Standard freight is not included in this quotation and may be added to the final invoice. Charges for expedited freight and/or extra fees due to unusual size of products are not included and will be invoiced separately. Title and risk of loss transfer to Buyer upon delivery of Products to the carrier. If Buyer directs Magna5 MS LLC to bill transportation to a third-party account number or to ship 'freight collect', Buyer is responsible for all transportation and accessorial charges associated with the order, and is responsible for product loss and damage in transit claims with the Buyer's carrier. Standard Payment Terms for this quotation are 100% due upon receipt by Magna5 of the vendor invoice, unless otherwise specified in writing prior to order. For all Expedited Orders, Buyer will be invoiced 100% due upon execution. Payment terms may be modified based on credit review. Any project services which accompany quoted product will commence once invoice is 'paid in full'. A late fee of 1.5% will apply to past due invoices. Manufacturer return policies vary from product to product. Products cannot be returned if opened or if the product is a result of a custom configuration from Manufacturer. Please check with your sales representative prior to ordering for specific product return policies. Information provided in the quotation is proprietary and may not be copied or released other than for the express purpose of selection/purchase without the express written consent of Magna5 MS LLC. Tax quoted (if listed) shall be considered as "estimate only" based on information provided in this quotation. Tax will only be invoiced by Supplier for products and services delivered to a Customer's location(s) in States where Supplier is required to remit tax. Customer may be liable for tax even if Supplier is not required to remit tax. If there are any questions regarding tax liabilities, please consult your tax advisor.

IN WITNESS WHEREOF, the Parties have caused this Addendum to be executed by their duly authorized representatives.

LOE SUPPORT ENGAGEMENT TERMS

1. Services

(A) Engagement. Magna5 agrees to provide Professional Services to Customer as defined in the Scope of Work.

(B) Schedule. Work will be performed during normal business hours at the discretion of the Customer. Normal business hours are defined as 8 a.m. until 5 p.m. ET Monday through Friday, excluding holidays.

(C) Remediation Service. If issues are encountered by Magna5 as a result of existing or outside problems in the Customer's environment, Magna5 reserves the right to bill Customer for time spent to resolve these problems at the Professional Services rate as defined in this Engagement. Manufacturer specific bugs or faulty software issues will be worked through to resolution with Manufacturer and are outside of the implementation scope, billable at the current Magna5 time and materials rate for Professional Services.

(D) Out-of-Scope Requests. In the event an engineer is requested by Customer to work on an issue or project that is outside of the defined Engagement, the Customer will be invoiced at Magna5's current hourly rate in accordance with this Engagement.

2. Payment Summary and Schedule

(A) Rate. The Professional Services rate for this engagement is listed in the Order Detail above. The maximum number of hours to be billed to the Customer will not exceed the above amount without prior written consent of the Customer.

- a. After hours time will be billed at 1.5 times the hourly rate. After business hours are defined as 5:01 p.m. until 7:59 a.m. ET Monday through Friday and all-day Saturday and Sunday.
- b. Travel time (if applicable) is not included in this quote and will be billed at \$95.00 per hour.



c. Travel expenses (if applicable) will be invoiced at actual cost plus 10% administrative fee.

(B) Payment Schedule. Hours not covered under Payment #1 will be invoiced monthly throughout the life of the project. A final invoice for any remaining hours will be issued and is due immediately upon completion of the project.

3. Signatures

(A) Terms. This Engagement constitutes the entire understanding, between the two parties and supersedes any previous or co-existing negotiations, communications, representations or agreements by either party whether verbal or written. These terms and conditions cannot be superseded by the issuance of a purchase order or other Customer document. Each person executing this Engagement on behalf of Supplier and Customer represents and warrants that he or she has been fully authorized to do so, and that all necessary corporate actions (if any) required for the execution of this Engagement have been taken. Tax quoted (if listed) shall be considered as "estimate only" based on information provided in this quotation. Tax will only be invoiced by Supplier for products and services delivered to a Customer's location(s) in States where Supplier is required to remit tax. Customer may be liable for tax even if Supplier is not required to remit tax. If there are any questions regarding tax liabilities, please consult your tax advisor.

IN WITNESS WHEREOF, the Parties have caused this Addendum to be executed by their duly authorized representatives.



Scope of Work

Project Overview

Objectives

Magna5 will perform a migration project for Town of Louisa Police Department (Louisa PD) to temporarily relocate three (3) existing virtual servers—LPD-DC, LPD-FP, and LPD-VEEAM—from the client's Dell PowerEdge T340 running VMware Essentials / ESXi 7 to a Magna5-provided loaner Dell PowerEdge R730 running ESXi 8. Magna5 will then perform a clean rebuild of the client's Dell T340 as a Windows Server 2025 Standard Hyper-V host (licensing provided by Magna5), and migrate the three (3) virtual servers back to the rebuilt T340 running Hyper-V.

In addition, Magna5 will build a new Windows Server 2025 Standard Veeam server (LPD-VEAM2025) on the rebuilt Hyper-V host to replace the existing LPD-VEEAM server running Windows Server 2016 Standard. The new Veeam server will be configured by manually rebuilding backup jobs, while preserving existing encryption keys and using the existing VEEAM service account.

All cutovers will be performed during client-approved maintenance windows with coordinated downtime, with no changes to existing IP addressing, VLANs, or network design. Backups will be maintained using the client's existing Veeam environment and Synology NAS repository throughout the engagement, including a verified full backup prior to migration, with the goal of no missed daily backup cycles.

Scope of Work

Temporary Migration of VMs to Loaner VMware Host (R730)

- Confirm onsite readiness for the loaner host (rack space, power, and network connectivity on the same LAN as the Dell T340).
- Validate administrative access and connectivity (iDRAC access, ESXi administrative access, and required network reachability).
- Confirm existing VLANs/uplinks will be maintained and that no IP/VLAN changes are required.
- Confirm Veeam backup health and perform/verify a full backup of all in-scope VMs prior to initiating migration activities.
- Using Veeam Quick Migration, migrate the following VMs from the Dell T340 (ESXi 7) to the loaner Dell R730 (ESXi 8) with coordinated downtime:
 - LPD-DC
 - LPD-FP
 - LPD-VEEAM
- Validate each VM post-migration (boot, network reachability, core services, and application functionality as applicable).
- Reconfirm Veeam backup operations post-migration to ensure backups continue to the Synology NAS repository and that scheduled daily backups can complete successfully.

Build New Microsoft Hyper-V 2025 Host on Dell T340

- Perform a clean installation of Windows Server 2025 Standard on the Dell T340 (licensing provided by Magna5).
- Apply updates and configure host settings per best practice (time configuration, storage configuration for VM placement, and security baseline as applicable).
- Enable the Hyper-V role and required Windows features.
- Configure Hyper-V virtual networking (external virtual switch configuration) to align with the existing VLAN and network design without changing VLANs or IPs.
- Join the Hyper-V host to the domain (using existing domain services running on the interim VMware platform) and validate management access.
- Prepare the Hyper-V host for Veeam integration (connectivity and permissions as required for restores and ongoing protection).

- Backup continuity confirmation (Veeam to Synology NAS), including the transition to LPD-VEAM2025

Client Engineering Engagement

- Provide regular project updates via email or phone
- Address technical questions throughout the engagement

Project Management

- **Timeline and Milestone Management**
 - Lead project kickoff to align goals and expectations with the team.
 - Conduct regular status meetings to track progress, address blockers, and adjust timelines as needed.
- **Deliverable Tracking**
 - Ensure all deliverables meet quality standards and align with client expectations.
 - Document and track project progress for transparency and accountability.
- **Logistics and Coordination**
 - Manage resources, scheduling, and on-site requirements to minimize delays.
 - Arrange for follow-ups to ensure successful handoff upon project completion.
- **Risk Management and Budget Oversight**
 - Identify risks early and adjust plans to mitigate delays or overruns.
 - Conduct regular check-ins to ensure alignment with the original objectives.
 - Monitor project hours and resources against budget, with regular updates to clients.
- **Documentation and Reporting**
 - Maintain clear records and provide structured reports on project status and milestones.
 - Document lessons learned to improve future projects and identify any process improvements.

Timeline

Stage	Estimated Hours
Temporary Migration of VMs to Loaner VMware Host (R730)	12
Build New Microsoft Hyper-V 2025 Host on Dell T340	4
VMware-to-Hyper-V Migration of VMs Back to Dell T340	10
Build New Veeam Server (LPD-VEAM2025) on Hyper-V to Replace LPD-VEEAM (Server 2016)	4
Decommission Loaner Host and Interim Cleanup	2
Client Engineering Engagement / Project Management	4
Total	36

This timeline is subject to change based on unforeseen challenges or adjustments to project requirements. Regular status updates and communication will be provided throughout the project to ensure alignment with the established timeline and scope. Projects will be billed monthly based on actual usage. Additional hours will not be billed without client approval.

Assumptions and Dependencies

- Magna5 will have the appropriate administrative and physical access to complete this project.
- Any changes to the scope during the project may affect the timeline and potentially additional costs.



- Travel time (if applicable) is not included in these hours estimates and will be billed at \$95.00 per hour, as needed.

The Town of Louisa, Virginia

Incorporated 1873

P.O. Box 531
212 Fredericksburg Avenue
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Phone: (540) 967-1400
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www.louisatown.org

To: Stuart Turille, Town Manager
Mayor Michael and Town Council Members
From: Martin Nachtman, Chief of Police
Date: May 11, 2026
Re: Staff Report – Take Home Vehicles

The Town of Louisa Personnel Policy and Employee Handbook currently authorize employees to receive take-home vehicle authorization under specific criteria. Those criteria are divided into primary and secondary categories. Under the secondary criteria, paragraph C permits the assignment of a take-home vehicle as a recruitment or retention tool. Unlike the other provisions, which allow the Town Manager to make that determination administratively, paragraph C currently requires approval by Town Council. In prior years, Town Council has authorized take-home vehicles for employees, and that practice has remained in place for the past several years. I am proposing that the requirement for Town Council approval be removed from paragraph C so that the Town Manager would have the same authority to approve take-home vehicles under that provision as under the other applicable sections of the policy.

Take-home vehicles have become an industry standard and are widely recognized as an important component of both recruitment and retention, particularly in law enforcement field. In recent discussions with applicants, the availability of a take-home vehicle is one of the questions raised most frequently. It is my belief that if the Town does not offer take-home vehicles as part of its employment package, we will be placed at a significant disadvantage in attracting and retaining qualified employees. Beyond recruitment and retention, take-home vehicles provide tangible public-safety benefits. Officers commuting in police vehicles increase visibility, can respond more quickly to emergencies, and can assist the public during their travel to and from work. I have personally experienced several such situations, which demonstrate the practical value of this benefit.

In addition, the Police Department's general order provides that eligibility for a take-home vehicle is contingent upon an employee's service history and disciplinary record. A take-home vehicle is not an automatic entitlement, but rather a privilege that is extended to employees who demonstrate a strong commitment to professional conduct, dependable service, and high-quality job performance. This standard helps ensure that the benefit is administered responsibly and awarded in a manner that reflects both organizational expectations and employee merit.

I attached the entire Take Home Vehicle policy, but paragraph 2C states that:

A town vehicle is offered as a recruitment or retention tool for employees and that the Town Council has approved this use as part of a compensation package. This use will be reported to the IRS and taxed at the appropriate rates. It will be the requirement of the Department Head and Town Manager to provide compelling evidence to the Town Council that the use of a town-owned vehicle is an appropriate component of the employee compensation package. In this case, items contained in A-1 are not applicable.

I am proposing the following:

A town vehicle may be offered as a recruitment or retention tool for employees. This use will be reported to the IRS and taxed at the appropriate rates. In this case, items contained in A-1 are not applicable.

It should be noted that IRS publication 15-B (Employer's Tax Guide to Fringe Benefits) exempts marked and unmarked police vehicles from IRS reporting.

The Town reserves the right to require any employee to undergo a medical examination at any time during employment, in instance where a supervisor or Town Manager has reason to suspect that such employee is no longer capable of adequately and safely performing the required duties of his/her position, even with reasonable accommodations. It shall be the responsibility of the appropriate Department Head to arrange for the above referenced medical exam with the applicant/employee and with a local physician. If arrangements cannot be made with a local physician, then an out-of-area physician may be utilized, subject to approval by the Town Manager.

Once the physician's report is received, it shall be the duty of the Department Head to see that the report is presented to the Town Manager for his consideration and inclusion into the appropriate personnel file.

Operation of Town-owned Motor Vehicle

Any candidate for employment who will operate a government owned motor vehicle must possess a valid Virginia driver's license at the time of employment. Applicants may be required to show proof of possession of the required license. All drivers of government owned motor vehicles shall obey all traffic rules and regulations prescribed by law and shall use every safety measure possible to prevent accidents.

Assignment and Use of Take Home Vehicles and Authorization Procedures for the Reimbursement of Travel Expenses when Privately Owned Vehicles are used to Support the Town of Louisa Operations

The purpose of this policy is to provide direction under which it may be appropriate to assign town-owned vehicles to employees or reimburse employees for direct costs related to the operation of privately owned vehicles.

Under some circumstances it is in the best interest of the Town of Louisa to allow employees to take home town-owned vehicles on a long term basis. Long term basis is defined as a period of more than thirty (30) days. An employee's ability and responsibility to respond to emergencies while on call shall be considered the primary criteria for establishing what is in the best interest of the Town of Louisa.

Policy

A. No assignment of a take home vehicle shall be considered unless it is justified by one or more of the following criteria:

1. Primary Criteria:

a. The employee is subject to frequent service calls requiring the use of a vehicle to conduct town business during the employee's non-duty hours. Frequent shall be defined as an average, over the time period of the assignment, of at least one call every two weeks during non-duty hours. Service calls are defined as requests from the town staff, citizens, and business partners for assistance relating to public safety and sanitation, court cases, support of the enterprise fund operations (cemetery and utilities services), and security and safety of town owned buildings and property. Additionally, attendance at after hours local government and town meetings, off duty training events, representing the town's interests at business functions, promoting the town within civic groups etc., are considered service calls for this policy.

b. The employee is required to respond to emergencies during non-duty hours, and the use of a town-owned vehicle is necessary for proper emergency response. Emergencies shall be defined as unforeseen circumstances requiring immediate action and the recall shall be initiated by the county dispatch center or the employee's department head.

c. The employee must use specialized equipment carried in a town-owned vehicle, during non-duty hours, to effectively carry out their job duties.

2. Secondary Criteria:

a. There may be special circumstances where operational efficiency necessitates a vehicle be taken home by an employee. The most significant and predictable of these special circumstances are winter storms and tropical storms. Upon the issuance of a Winter Storm Watch or Tropical Storm Watch by the National Weather Service, the Town Manager MAY allow town-owned vehicles to be used as take home vehicles to ensure emergency response personnel have vehicles capable to return to the town during severe weather events.

b. The Town Manager deems that it is in the best interest of the town to assign a take home vehicle to an employee by virtue of the responsibilities of their position.

c. A town vehicle is offered as a recruitment or retention tool for employees and that the Town Council has approved this use as part of a compensation package. This use will be reported to the IRS and taxed at the appropriate rates. It will be the requirement of the Department Head and Town Manager to provide compelling evidence to the Town Council that the use of a town-owned vehicle is an appropriate component of the employee compensation package. In this case, items contained in A-1 are not applicable.

B. Nothing in this policy provides that any employee by virtue of their job duties or position is entitled to the assignment of a take home vehicle. Take home vehicles will typically not be assigned as part of a compensation package to recruit or retain employees except as noted in A-2-C, therefore any take home vehicle not specifically authorized by A-2-C is a privilege, not a right and may be rescinded at any time.

C. Department Heads shall submit to the Town Manager justifications for the assignment of take home vehicles in their departments. Approval of the assignment of a take home vehicle shall be the responsibility of the Town Manager.

D. Town vehicles shall not be taken home by employees living outside the Louisa County limits unless the Town Manager determines that it is in the best interest of the town. In no circumstance will take home vehicles be used for commutes beyond 10 miles of the Louisa County line without the express approval of the Louisa Town Council.

E. No town-owned vehicle will be parked away from the town offices when the assigned operator is off duty, on annual leave, disabled or otherwise not available for recall or work for over 96 consecutive hours. The assignment of a take home car and subsequent removal of the privilege does not under any circumstances infer or place any liability for the town to provide rides home or compensate for travel costs in any way, I.E. if an employee needs to park a take home car at the town offices during an extended annual leave, it is not the responsibility of, nor will the town provide the employee a ride home.

F. Use of Personal Vehicles

a. In most cases, it is in the best interest of the town to provide for employee use on a case by case basis and a pool car is owned by the town for this purpose. It is also understood that at times, the town-owned vehicle is unsuitable for the need and the town will need to provide reimbursement for the employee's travel. Employees who use their personal vehicles to conduct *routine* town business are eligible for reimbursement upon prior written request being submitted to the Town Manager and formal authorization being obtained. After the travel is complete, mileage will be paid according to the approved mileage reimbursement rates set by the town council during each Fiscal Year Budget adoption. The rates set for *routine use of personal vehicles* will typically be 67% of the IRS/GSA reimbursement rates set annually in December of each year for the category: **Government Vehicle Not Available**. Specific rates for the town will be set during the annual budget adoption process.

b. Employees recalled for *emergency responses* who are not authorized the use of take home vehicles will be reimbursed for their travel to and from the site of the emergency. Emergency responses are considered requests for immediate assistance relating to public safety, sanitation, and support of the enterprise fund operations (cemetery and utilities services). Prior authorization is not required but the employee must notify their Department Head of the emergency and the need to travel on the first business day following the emergency. Emergency call outs shall be documented by either Louisa County Dispatch records, Emergency Work Orders generated by business partners (i.e. Miss Utility, Funeral Homes), by the

The Town of Louisa, Virginia
Incorporated 1873

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Phone: (540) 967-1400
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www.louisatown.org

To: Mayor Michael and Town Council Members
From: Anthony Larry, Superintendent of Public Works
Date: 5/11/2026
Re: April Council Report

Public Works-

- The following routine operations were performed: Miss Utility tickets, Work Orders, installation and repair of meters, and record management. The meter reads and re-reads.
- Utility operations (waterline repairs, sewer maintenance, monthly water meter reads, hydrant checks).
- Street Sweeping Operations Began

Personnel-

Regularly Scheduled Weekly Safety Meetings

Facilities-

- Scheduled replacement of two doors and installation of fascia boards and gutters at the Public Works Shop began.

Admin

- Comprehensive System-Wide Inventory and Verification of All Existing Meter Assets and Associated Service Sizes
- Pressure Tests of Waterlines, Sewer lines, and Manholes at Checkers
- Plan review for Laurel Ridge and Louisa Station.
- Set up work for Columbarium Flower Bed.
- Reviewed and received quotes for Hillcrest Grass Maintenance Contract.
- Set up the Clean Latrine installation at Town Hall Playground.

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Phone: (540) 967-1400
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To: Mayor Michael and Town Council Members
From: Stephanie Dorman, Clerk
Date: May 8, 2026
Re: Staff Report

Council:

1. Special Agendas
2. Fee research

Administration:

1. Draft Policies: Penny Policy, Mail-in Check Policy, Water Policy
2. CIP Meetings
3. Press Releases
4. FOIA Requests
5. Cut off notices
6. Overlay research

Upcoming Meetings:

1. June 2, 2026 @ 6:00pm (Public Hearing)
2. June 16, 2026 @ 6:00pm (Regular Meeting)

General Fund Revenue (Fund 100)				
Account Number	Description	Budget	Received	Balance
Taxes (RE, PP, PS)				
100-11010-0001	Real Estate Current Year Tax	\$ 363,258.00	\$ 376,523.04	\$ (13,265.04)
100-11010-0002	Delinquent Real Estate Tax	\$ 3,500.00	\$ 3,316.29	\$ 183.71
100-11020-0001	Personal Property Current Year Tax	\$ 78,000.00	\$ 86,594.64	\$ (8,594.64)
100-11020-0002	Delinquent Personal Property Tax	\$ 5,600.00	\$ 4,865.86	\$ 734.14
100-11020-0003	VA Personal Property Relief Allowance	\$ 21,378.84	\$ 21,378.84	\$ -
100-11025-0001	Public Service Tax Current Year	\$ 7,000.00	\$ 9,031.10	\$ (2,031.10)
100-11060-0001	Penalties - All Property Tax	\$ 2,900.00	\$ 1,908.99	\$ 991.01
100-11060-0002	Interest - All Property Tax	\$ 2,000.00	\$ 3,536.23	\$ (1,536.23)
Local Taxes				
100-12010-0001	Local Sales Use and Tax	\$ 135,000.00	\$ 214,323.77	\$ (79,323.77)
100-12020-0002	Consumption Tax	\$ 4,000.00	\$ 6,164.78	\$ (2,164.78)
100-12030-0001	Business License Tax	\$ 230,000.00	\$ 274,010.19	\$ (44,010.19)
100-12060-0001	Bank Stock Tax	\$ 194,000.00	\$ -	\$ 194,000.00
100-12100-0001	Transient Lodging Tax	\$ 16,200.00	\$ 22,087.27	\$ (5,887.27)
100-12110-0001	Meals Tax	\$ 810,000.00	\$ 856,643.72	\$ (46,643.72)
Permits and Other Licenses				
100-13030-0007	Zoning Permits	\$ 1,875.00	\$ 2,488.00	\$ (613.00)
100-13030-0100	Special Use Permits	\$ 3,000.00	\$ 750.00	\$ 2,250.00
Fines and Forfeitures				
100-14010-0001	Court Fines & Forfeitures	\$ 5,000.00	\$ 7,846.03	\$ (2,846.03)
100-14010-0005	Parking Violation Fees	\$ 100.00	\$ -	\$ 100.00
100-24040-0015	PD Fines/Charges	\$ 2,800.00	\$ 146.00	\$ 2,654.00
Other Revenue				
100-15010-0001	Interest Earned	\$ 22,000.00	\$ 71,768.00	\$ (49,768.00)
100-15020-0005	Pettit Storage Rental	\$ 4,800.00	\$ 4,000.00	\$ 800.00
100-15020-0009	Parking Lot Building Rental	\$ 6,600.00	\$ 4,000.00	\$ 2,600.00
100-15020-0015	Arts Center Lease Rent	\$ 12,000.00	\$ -	\$ 12,000.00
100-16080-0001	Solid Waste Fees	\$ 7,500.00	\$ 6,208.50	\$ 1,291.50
100-18990-0001	Miscellaneous	\$ 500.00	\$ 5,466.81	\$ (4,966.81)
100-18990-0009	Sale of Equipment	\$ 9,000.00	\$ 871.94	\$ 8,128.06
100-18990-0013	NSF Fees	\$ 100.00	\$ 25.00	\$ 75.00
100-18990-0050	MLR Rebate	\$ 4,500.00	\$ 1,349.54	\$ 3,150.46
100-18990-0702	Lot Sales at Hillcrest Cemetery	\$ 7,000.00	\$ 3,500.00	\$ 3,500.00
Due From Other Governments				
100-22010-0005	Rolling Stock Tax	\$ 1,600.00	\$ -	\$ 1,600.00
100-22010-0006	Communication Tax	\$ 3,000.00	\$ 4,481.01	\$ (1,481.01)
100-23201-0003	Arts Center Grant	\$ 4,500.00	\$ 4,500.00	\$ -
100-24010-0005	TEA Grant Downtown	\$ -	\$ -	\$ -
100-24010-2025	Additional Grant for TA Project	\$ -	\$ -	\$ -
100-24040-0001	Law Enforcement - 599 Funds	\$ 46,849.00	\$ 35,139.01	\$ 11,709.99
100-24040-0006	DCJS Grants	\$ 30,000.00	\$ -	\$ 30,000.00
100-24040-0007	Anti-Litter Grant	\$ 1,900.00	\$ -	\$ 1,900.00
100-24040-0012	Fire Program Grant	\$ 15,000.00	\$ 15,000.00	\$ -
100-33201-2020	ARPA Grant	\$ -	\$ -	\$ -
100-33201-3500	VRA LSL Principal Forgive Loan	\$ -	\$ -	\$ -
Transfers from Reserves/Other Funds				
100-41050-0006	Transfer from Reserves - TA Sidewalk	\$ 281,684.79	\$ -	\$ 281,684.79
100-41050-2020	Trans DR-ARPA to Water Infra Imp	\$ 515,273.12	\$ -	\$ 515,273.12
100-41050-2026	Trans DR-ARPA to Sewer Infra Imp	\$ 650,000.00	\$ -	\$ 650,000.00
Total Revenue General Fund		\$ 3,509,418.75	\$ 2,047,924.56	\$ 1,461,494.19

General Fund Expenses (Fund100)

Account Number	Description	Budget	Spent	Balance
Town Administration/Town Hall				
Administrative Salaries and Benefits				
100-10000-1110	Salaries - Mayor	\$ 3,600.00	\$ 4,050.00	\$ (450.00)
100-10000-1111	Salaries - Administration	\$ 186,530.00	\$ 184,626.67	\$ 1,903.33
100-10000-1115	Salaries - Planning Commission	\$ 4,500.00	\$ 3,150.00	\$ 1,350.00
100-10000-1116	Salaries - Grounds	\$ 24,000.00	\$ 18,816.55	\$ 5,183.45
100-10000-1175	Contractual Services	\$ -	\$ 16,500.00	\$ (16,500.00)
100-10000-1711	Salaries - Council	\$ 12,000.00	\$ 7,650.00	\$ 4,350.00
100-10000-2100	FICA	\$ 18,035.00	\$ 16,097.06	\$ 1,937.94
100-10000-2210	VRS	\$ 12,406.00	\$ 3,414.72	\$ 8,991.28
100-10000-2240	Group Life Insurance	\$ 2,300.00	\$ 1,477.07	\$ 822.93
100-10000-2300	Medical Insurance	\$ 48,300.00	\$ 22,299.20	\$ 26,000.80
100-10000-2310	Dental Insurance	\$ 2,300.00	\$ 1,133.36	\$ 1,166.64
100-10000-2700	Worker's Compensation	\$ 34,500.00	\$ 20,715.37	\$ 13,784.63
Operating Expenses				
100-10000-3100	Custodial Services	\$ 18,000.00	\$ 14,250.00	\$ 3,750.00
100-10000-3101	Custodial Supplies	\$ 3,500.00	\$ 4,078.99	\$ (578.99)
100-10000-3120	Audit Fees	\$ 32,500.00	\$ 31,762.45	\$ 737.55
100-10000-3150	Legal Fees	\$ 57,000.00	\$ 45,000.00	\$ 12,000.00
100-10000-3152	Election Fees	\$ 2,000.00	\$ 1,425.50	\$ 574.50
100-10000-3160	Website/Email Maintenance	\$ 4,000.00	\$ 7,217.45	\$ (3,217.45)
100-10000-3180	Bank Fees	\$ 100.00	\$ -	\$ 100.00
100-10000-3190	Economic Development/Donations	\$ 3,000.00	\$ 950.00	\$ 2,050.00
100-10000-3330	Repairs & Maintenance Grounds	\$ 20,000.00	\$ 11,664.63	\$ 8,335.37
100-10000-3331	Playground Expenses	\$ -	\$ -	\$ -
100-10000-3340	Building Contractual Services	\$ 10,000.00	\$ 5,279.49	\$ 4,720.51
100-10000-3350	Equipment Repairs/Supplies TH	\$ 5,000.00	\$ 2,080.36	\$ 2,919.64
100-10000-3600	Advertising	\$ 12,000.00	\$ 3,312.20	\$ 8,687.80
100-10000-5120	Electricity	\$ 24,000.00	\$ 12,034.91	\$ 11,965.09
100-10000-5130	Fuel Oil	\$ 3,000.00	\$ 2,280.83	\$ 719.17
100-10000-5210	Postage	\$ 6,000.00	\$ 2,227.70	\$ 3,772.30
100-10000-5215	Tax Preparation	\$ 2,500.00	\$ 3,067.85	\$ (567.85)
100-10000-5230	Telephone	\$ 9,700.00	\$ 6,805.16	\$ 2,894.84
100-10000-5235	Cell Phones	\$ 6,800.00	\$ 4,410.28	\$ 2,389.72
100-10000-5309	Insurance (VRSA)	\$ 26,500.00	\$ 19,465.06	\$ 7,034.94
100-10000-5410	Lease Equipment (Copier)	\$ 2,900.00	\$ 1,794.60	\$ 1,105.40
100-10000-5540	Conferences & Education	\$ 5,000.00	\$ 3,862.33	\$ 1,137.67
100-10000-5800	Miscellaneous	\$ 1,000.00	\$ 1,531.23	\$ (531.23)
100-10000-5810	Code Updates	\$ 2,000.00	\$ 1,195.00	\$ 805.00
100-10000-6001	Office Supplies	\$ 15,300.00	\$ 7,892.33	\$ 7,407.67
100-10000-6002	Shenandoah Water	\$ 800.00	\$ 1,109.76	\$ (309.76)
100-10000-6003	Emergency Generator Maintenance	\$ 1,500.00	\$ -	\$ 1,500.00
100-10000-6004	Alarm Monitoring	\$ 500.00	\$ 240.00	\$ 260.00
100-10000-6005	Elevator Maintenance & Inspection	\$ 2,000.00	\$ 1,054.44	\$ 945.56
100-10000-6006	Fire System Maintenance & Inspection	\$ 2,500.00	\$ -	\$ 2,500.00
100-10000-6007	Propane	\$ 3,800.00	\$ 3,682.25	\$ 117.75
100-10000-6008	Road Fuel	\$ 1,000.00	\$ 1,461.68	\$ (461.68)
100-10000-6010	HVAC Service Contract	\$ 1,811.40	\$ 1,319.00	\$ 492.40
100-10000-6011	Fire Alarm Maintenance & Inspection	\$ 1,500.00	\$ 1,358.27	\$ 141.73

100-10000-6012	Dues & Subscriptions	\$ 3,000.00	\$ 2,961.00	\$ 39.00
100-10000-6021	Safety Equipment	\$ 1,600.00	\$ 988.13	\$ 611.87

Account Number	Description	Budget	Spent	Balance
Town Administration/Town Hall				
100-10000-8214	BAI Computer System	\$ 15,500.00	\$ 16,069.00	\$ (569.00)
100-10000-8220	Computer Tech Support	\$ 30,000.00	\$ 27,528.10	\$ 2,471.90
100-10000-8222	Computer Equipment Upgrade	\$ 15,000.00	\$ 4,007.92	\$ 10,992.08

Grants Awarded

100-10000-7018	Commission for the Arts Grant Funding	\$ 9,000.00	\$ 9,000.00	\$ -
100-10000-7019	VRA LSL/ CHA Expenses	\$ -	\$ 153,338.42	\$ (153,338.42)

Capital Improvements

100-10000-8100	Capital Improvement	\$ 10,000.00	\$ -	\$ 10,000.00
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Administrative Debt Service

100-10000-9002	LAC Debt Service	\$ 72,204.00	\$ 60,170.00	\$ 12,034.00
100-10000-9230	Principal 2008 GO Bonds (R1 2 3)	\$ 117,660.00	\$ 107,894.07	\$ 9,765.93

Transfers

100-10000-9502	Sewer Fund Transfer	\$ 55,000.00	\$ -	\$ 55,000.00
100-93100-0702	Transfer Hillcrest Cemetery	\$ 27,214.10	\$ -	\$ 27,214.10
100-93100-2020	Trans DR - ARPA to Water Infra Imp	\$ 515,273.12	\$ -	\$ 515,273.12
100-93100-2026	Trans DR - ARPA to Water Infra Imp	\$ 650,000.00	\$ -	\$ 650,000.00
Total Town Administration/Town Hall Expenses		\$ 2,157,133.62	\$ 885,700.39	\$ 1,271,433.23

General Fund Expenses (Fund100)

Account Number	Description	Budget	Spent	Balance
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Police Department

Police Department Salaries and Benefits

100-31000-1139	Salaries	\$ 425,375.00	\$ 163,521.76	\$ 261,853.24
100-31000-1140	Overtime	\$ 9,500.00	\$ 1,461.93	\$ 8,038.07
100-31000-1150	Holiday/Part Time Pay	\$ 3,900.00	\$ 623.40	\$ 3,276.60
100-31000-1175	Contractual Services		\$ -	\$ -
100-31000-2100	FICA	\$ 36,000.00	\$ 12,473.76	\$ 23,526.24
100-31000-2210	VRS	\$ 21,868.75	\$ 798.34	\$ 21,070.41
100-31000-2240	Group Life Insurance	\$ 4,200.00	\$ 888.77	\$ 3,311.23
100-31000-2300	Medical Insurance	\$ 69,420.00	\$ 14,631.13	\$ 54,788.87
100-31000-2310	Dental Insurance	\$ 3,850.00	\$ 644.54	\$ 3,205.46

Police Department Operating Expenses

100-31000-2350	Employee Hire Process	\$ 3,000.00	\$ 2,158.33	\$ 841.67
100-31000-3310	Equipment Replacement	\$ 14,000.00	\$ 258.69	\$ 13,741.31
100-31000-3330	Police Building Maintenance	\$ 6,000.00	\$ 1,329.44	\$ 4,670.56
100-31000-3710	Uniform Replacement	\$ 7,000.00	\$ 1,720.75	\$ 5,279.25
100-31000-5120	Electricity	\$ 2,500.00	\$ 1,805.67	\$ 694.33
100-31000-5215	Propane Generator	\$ 500.00	\$ -	\$ 500.00
100-31000-5230	Police Telephone	\$ 1,200.00	\$ 2,406.85	\$ (1,206.85)
100-31000-5235	Cell Phone	\$ 5,800.00	\$ 4,828.80	\$ 971.20
100-31000-5309	Line of Duty Benefit	\$ 9,250.00	\$ 3,771.49	\$ 5,478.51
100-31000-5410	Copier	\$ 2,500.00	\$ 990.00	\$ 1,510.00
100-31000-5450	State Police VCIN Terminal	\$ 250.00	\$ 198.00	\$ 52.00
100-31000-5540	Conferences/Education	\$ 5,000.00	\$ 749.03	\$ 4,250.97
100-31000-5800	Miscellaneous	\$ 350.00	\$ 40.00	\$ 310.00
100-31000-5810	Dues, Subscriptions	\$ 6,400.00	\$ 5,711.36	\$ 688.64
100-31000-5820	Attorney Fees	\$ 500.00	\$ -	\$ 500.00
100-31000-5830	Police Public Relations	\$ 3,500.00	\$ 1,136.52	\$ 2,363.48
100-31000-5850	PD Health and Wellness Program	\$ 4,400.00	\$ -	\$ 4,400.00
100-31000-6001	Office Supplies/Materials	\$ 2,000.00	\$ 804.29	\$ 1,195.71
100-31000-6008	Fuel	\$ 12,500.00	\$ 4,760.03	\$ 7,739.97
100-31000-6009	Repairs & Maintenance Vehicles	\$ 6,500.00	\$ 4,447.94	\$ 2,052.06
100-31000-6014	Police Radios	\$ 1,600.00	\$ -	\$ 1,600.00
100-31000-6050	Accreditation Assessment Fees	\$ 500.00	\$ -	\$ 500.00
100-31000-8103	Axon-BWC & In-Car	\$ 20,040.00	\$ 17,236.54	\$ 2,803.46
100-31000-8104	CAD/RMS Upgrade	\$ 10,000.00	\$ 10,182.11	\$ (182.11)

Police Department Capital Improvements

100-31000-8218	Server/Computers/Alarm	\$ 20,000.00	\$ 19,351.98	\$ 648.02
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Police Department Grant Expenses

100-31000-8225	DCJS/Other Grant	\$ 30,000.00	\$ 4,956.00	\$ 25,044.00
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Total Police Expenditures		\$ 749,403.75	\$ 283,887.45	\$ 465,516.30
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General Fund Expenses (Fund100)

Account Number	Description	Budget	Spent	Balance
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Fire and Rescue Departments

Contributions and Grants

100-32100-5640	Fire Dept. Contribution	\$ 6,000.00	\$ -	\$ 6,000.00
100-32100-5641	Fire Programs Grant	\$ 15,000.00	\$ 15,000.00	\$ -
100-32100-5740	Rescue Squad Contribution	\$ 6,000.00	\$ 6,000.00	\$ -
Total Fire/Rescue Expense		\$ 27,000.00	\$ 21,000.00	\$ 6,000.00

Streets and Sidewalks Expenses

Streets and Sidewalks Salaries and Benefits

100-41000-1130	Salaries - Streets & Sidewalks	\$ 70,560.00	\$ 46,024.38	\$ 24,535.62
100-41000-1140	Overtime	\$ 6,000.00	\$ 21,965.62	\$ (15,965.62)
100-41000-1150	Part Time	\$ 2,000.00	\$ 1,216.00	\$ 784.00
100-41000-2100	FICA	\$ 7,000.00	\$ 3,284.08	\$ 3,715.92
100-41000-2210	VRS	\$ 4,200.00	\$ 560.60	\$ 3,639.40
100-41000-2240	Group Life Insurance	\$ 900.00	\$ 368.73	\$ 531.27
100-41000-2300	Medical Insurance	\$ 18,800.00	\$ 7,127.18	\$ 11,672.82
100-41000-2310	Dental Insurance	\$ 900.00	\$ 296.48	\$ 603.52

Streets and Sidewalks Operations

100-41000-3330	Repairs on Streets & Sidewalks	\$ 8,000.00	\$ 354.02	\$ 7,645.98
100-41000-3350	Main Street Parking	\$ 24,000.00	\$ 18,151.00	\$ 5,849.00
100-41000-5120	Electricity	\$ 26,000.00	\$ 21,029.98	\$ 4,970.02
100-41000-5800	Miscellaneous	\$ 100.00	\$ 98.58	\$ 1.42
100-41000-6003	Agricultural/Beautification	\$ 7,000.00	\$ 2,752.70	\$ 4,247.30
100-41000-6007	Repairs & Maintenance Supplies	\$ 5,000.00	\$ 967.77	\$ 4,032.23
100-41000-6008	Fuel	\$ 5,500.00	\$ 2,786.28	\$ 2,713.72
100-41000-6009	Vehicle Maintenance	\$ 12,000.00	\$ 6,521.56	\$ 5,478.44
100-41000-6011	Uniforms	\$ 4,800.00	\$ 2,388.88	\$ 2,411.12
100-41000-6023	Snow Removal Supplies	\$ 6,500.00	\$ 37,437.90	\$ (30,937.90)

Streets and Sidewalks Shop

100-41000-7100	Shop Building Maintenance	\$ 9,000.00	\$ 84.20	\$ 8,915.80
100-41000-7200	Equipment Repairs	\$ 12,000.00	\$ 14,452.51	\$ (2,452.51)
100-41000-7300	Shop Supplies/Utilities	\$ 9,000.00	\$ 6,947.78	\$ 2,052.22
100-41000-8101	Equipment Replacement	\$ 55,000.00	\$ 23,623.79	\$ 31,376.21

Streets and Sidewalks Capital Improvements

100-41000-8100	Capital Improvements Buildings	\$ 40,000.00	\$ 4,405.06	\$ 35,594.94
100-41000-8102	Capital Improvements S/S	\$ 15,000.00	\$ -	\$ 15,000.00
100-41000-7250	Sidewalk Construction - VDOT	\$ 86,764.38	\$ 86,764.38	\$ -
Total Streets/Sidewalk Expense		\$ 436,024.38	\$ 309,609.46	\$ 126,414.92

Trash and Recycle Expenses

Contract Fees

100-42300-3050	Fuel Surcharge	\$ 2,000.00	\$ -	\$ 2,000.00
100-42300-4000	Subcontract Work - Updike	\$ 66,200.00	\$ 55,170.00	\$ 11,030.00
100-42300-4001	Contract Contingency - Add Cans	\$ 4,000.00	\$ 333.00	\$ 3,667.00
100-42350-3000	Tipping Fee - County of Louisa	\$ 21,000.00	\$ 12,665.52	\$ 8,334.48
100-42350-4000	Subcontract Work - Updike Recycle	\$ 10,000.00	\$ 8,330.00	\$ 1,670.00
Total Trash Expense		\$ 103,200.00	\$ 76,498.52	\$ 26,701.48

Account Number	Description	Budget	Spent	Balance
Ball Park Expenses				
Maintenance Expenses				
100-71300-5110	Electric	\$ 1,800.00	\$ 1,522.79	\$ 277.21
100-71300-5200	Field Facility Improvements	\$ 3,000.00	\$ -	\$ 3,000.00
Total Ball Park Expense		\$ 4,800.00	\$ 1,522.79	\$ 3,277.21
Oakland Cemetery				
Oakland Salaries and Benefits				
100-71400-1130	Salaries - Oakland	\$ 13,370.00	\$ 9,802.77	\$ 3,567.23
100-71400-2100	FICA	\$ 1,087.00	\$ 759.42	\$ 327.58
100-71400-2210	VRS	\$ 845.00	\$ 361.75	\$ 483.25
100-71400-2240	Group Life Insurance	\$ 175.00	\$ 162.49	\$ 12.51
100-71400-2300	Medical Insurance	\$ 2,700.00	\$ 2,314.13	\$ 385.87
100-71400-2310	Dental Insurance	\$ 130.00	\$ 140.54	\$ (10.54)
Oakland Operations				
100-71400-3310	Repairs and Maintenance	\$ 13,000.00	\$ 5,874.00	\$ 7,126.00
100-71400-6008	Fuel	\$ 50.00	\$ -	\$ 50.00
100-71400-6017	Lights and Flags	\$ 500.00	\$ 295.25	\$ 204.75
Total Oakland Cemetery		\$ 31,857.00	\$ 19,710.35	\$ 12,146.65
Total General Fund Expenses		\$ 3,509,418.75	\$ 1,597,928.96	\$ 1,911,489.79

Water Fund Revenue (Fund 501)

Account Number	Description	Budget	Received	Balance
501-15010-0001	Interest Earned	\$ 31,600.00	\$ 33,124.11	\$ (1,524.11)
501-16001-0001	Water Revenue	\$ 695,250.00	\$ 610,321.17	\$ 84,928.83
501-16001-0003	Water Connections	\$ 32,058.00	\$ 58,556.00	\$ (26,498.00)
501-16001-0007	Penalty Fees	\$ 6,000.00	\$ 3,450.00	\$ 2,550.00
501-41050-0002	Loan Proceeds	\$ 1,351,022.00	\$ -	\$ 1,351,022.00
501-41050-2020	ARPA Funding General Fund Transfer	\$ 515,273.12	\$ -	\$ 515,273.12
Total Water Revenue		\$ 2,631,203.12	\$ 705,451.28	\$ 1,925,751.84

Water Fund Expenses (Fund 501)

Account Number	Description	Budget	Spent	Balance
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Water Salaries and Benefits

501-45000-1130	Salaries - Water	\$ 118,450.00	\$ 50,883.42	\$ 67,566.58
501-45000-1140	Overtime	\$ 5,000.00	\$ 2,704.63	\$ 2,295.37
501-45000-1150	Part time	\$ 2,000.00	\$ -	\$ 2,000.00
501-45000-2100	FICA	\$ 8,400.00	\$ 4,097.17	\$ 4,302.83
501-45000-2210	VRS	\$ 6,200.00	\$ 1,033.99	\$ 5,166.01
501-45000-2240	Group Life Insurance	\$ 1,400.00	\$ 406.17	\$ 993.83
501-45000-2300	Medical Insurance	\$ 17,500.00	\$ 7,711.14	\$ 9,788.86
501-45000-2310	Dental Insurance	\$ 800.00	\$ 418.74	\$ 381.26

Operating Expenses

501-45000-3180	Water Tank Maintenance	\$ 20,000.00	\$ 20,396.12	\$ (396.12)
501-45000-3185	Operator Contract Fees	\$ 8,500.00	\$ 7,448.32	\$ 1,051.68
501-45000-3310	Repairs & Maintenance Equipment	\$ 2,000.00	\$ -	\$ 2,000.00
501-45000-3600	Advertising	\$ 500.00	\$ -	\$ 500.00
501-45000-5130	Water Purchased	\$ 420,000.00	\$ 364,903.06	\$ 55,096.94
501-45000-5210	Postage/Billing Supplies	\$ 7,000.00	\$ 4,678.55	\$ 2,321.45
501-45000-5220	Water Testing Fees	\$ 500.00	\$ -	\$ 500.00
501-45000-5650	VDOT Fees	\$ 300.00	\$ -	\$ 300.00
501-45000-5660	Waterworks Operation Fund	\$ 2,500.00	\$ 2,637.00	\$ (137.00)
501-45000-5670	Miss Utility	\$ 800.00	\$ 811.00	\$ (11.00)
501-45000-5680	Road Repairs	\$ 7,500.00	\$ 161.91	\$ 7,338.09
501-45000-5690	Electricity Tower Pumps	\$ 1,000.00	\$ 101.07	\$ 898.93
501-45000-5800	Miscellaneous	\$ -	\$ 609.94	\$ (609.94)
501-45000-5810	Dues/Subscriptions	\$ 3,000.00	\$ 698.94	\$ 2,301.06
501-45000-5840	CSX Right of Way	\$ 2,600.00	\$ 741.91	\$ 1,858.09
501-45000-6001	Supplies	\$ 18,000.00	\$ 62,573.77	\$ (44,573.77)
501-45000-6008	Fuel	\$ 3,000.00	\$ 1,970.18	\$ 1,029.82
501-45000-6010	Mapping	\$ 700.00	\$ 700.00	\$ -
501-45000-6011	Uniforms	\$ 1,500.00	\$ 1,589.15	\$ (89.15)
501-45000-6021	Safety Equipment/ Training	\$ 5,000.00	\$ -	\$ 5,000.00
501-45000-6510	Itron Software Handhelds	\$ 2,100.00	\$ 1,551.84	\$ 548.16
501-45000-6520	Itron Software Support	\$ 6,500.00	\$ 5,258.45	\$ 1,241.55
501-45000-7000	Joint Operations LCWA Connect	\$ 10,000.00	\$ 1,835.00	\$ 8,165.00

Capital Improvements

501-45000-6004	Hydrant Replacement & Maintenance	\$ 15,000.00	\$ -	\$ 15,000.00
501-45000-8100	Capital Expenditures	\$ 15,000.00	\$ -	\$ 15,000.00
501-45000-8175	Contractual Services Water Operations	\$ 20,000.00	\$ 114,980.55	\$ (94,980.55)
501-45000-9300	Water Contingency	\$ 15,000.00	\$ 2,000.00	\$ 13,000.00
501-45000-9305	Water Line Replacement Project	\$ 1,351,022.00	\$ 282,190.96	\$ 1,068,831.04
501-93100-2020	ARPA Funding Infrastructure Imp	\$ 515,273.12	\$ 505,667.24	\$ 9,605.88

Transfers

501-93100-0501	Water to Sewer for Transfer for Operations	\$ 10,140.00	\$ -	\$ 10,140.00
Total Water Expenses		\$ 2,624,185.12	\$ 1,450,760.22	\$ 1,173,424.90

Sewer Fund Revenue (Fund 502)

Account Number	Description	Budget	Received	Balance
502-15010-0001	Interest Earned	\$ 15,000.00	\$ 13,361.50	\$ 1,638.50
502-16001-0002	Sewer Revenue	\$ 747,600.00	\$ 684,026.78	\$ 63,573.22
502-16001-0004	Sewer Connection	\$ 46,320.00	\$ 78,095.00	\$ (31,775.00)
502-41050-0100	Transfer from General Funds	\$ 55,000.00	\$ -	\$ 55,000.00
502-41050-0502	Water to Sewer for Transfer for Operations	\$ 10,140.00	\$ -	\$ 10,140.00
502-41050-2026	ARPA Funding General Fund Transfer	\$ 650,000.00	\$ -	\$ 650,000.00
Total Sewer Revenue		\$ 1,524,060.00	\$ 775,483.28	\$ 748,576.72

Sewer Fund Expenses (Fund 502)

Account Number	Description	Budget	Spent	Balance
Sewer Salaries and Benefits				
502-45500-1130	Salaries	\$ 125,660.00	\$ 56,592.11	\$ 69,067.89
502-45500-1145	Overtime	\$ 2,000.00	\$ -	\$ 2,000.00
502-45500-1150	Part time	\$ 1,000.00	\$ -	\$ 1,000.00
502-45500-2100	FICA	\$ 8,700.00	\$ 4,210.51	\$ 4,489.49
502-45500-2210	VRS	\$ 4,400.00	\$ 1,013.72	\$ 3,386.28
502-45500-2240	Group Life Insurance	\$ 1,500.00	\$ 458.03	\$ 1,041.97
502-45500-2300	Medical Insurance	\$ 17,800.00	\$ 8,457.10	\$ 9,342.90
502-45500-2310	Dental Insurance	\$ 850.00	\$ 444.91	\$ 405.09
Operating Expenses				
502-45500-3310	Repairs/Maintenance Equipment	\$ 12,000.00	\$ 6,905.24	\$ 5,094.76
502-45500-3330	Repairs/Maintenance Buildings	\$ 8,000.00	\$ 6,220.00	\$ 1,780.00
502-45500-3340	Contractual Services RSTP	\$ 400,000.00	\$ 441,194.09	\$ (41,194.09)
502-45500-3345	RSTP Plant Improvements	\$ 70,000.00	\$ 68,592.00	\$ 1,408.00
502-45500-5120	Electricity	\$ 4,000.00	\$ 2,952.30	\$ 1,047.70
502-45500-5210	Postage/Billing Supplies	\$ 4,300.00	\$ 3,664.64	\$ 635.36
502-45500-5230	Telephone - Pump Station	\$ 600.00	\$ 652.93	\$ (52.93)
502-45500-5680	Road Repairs	\$ 7,000.00	\$ 1,600.00	\$ 5,400.00
502-45500-5800	Miscellaneous	\$ 110.00	\$ -	\$ 110.00
502-45500-6001	Supplies	\$ 6,000.00	\$ 8,187.48	\$ (2,187.48)
502-45500-6008	Fuel	\$ 1,200.00	\$ 1,235.47	\$ (35.47)
502-45500-6011	Uniforms	\$ 1,500.00	\$ 1,555.35	\$ (55.35)
Capital Improvements				
502-45500-8175	Contractual Services Sewer Operations	\$ 20,000.00	\$ 26,705.50	\$ (6,705.50)
502-45500-9300	Sewer Contingency	\$ 8,000.00	\$ -	\$ 8,000.00
502-93100-2026	ARPA Funding Infrastructure Imp	\$ 650,000.00	\$ -	\$ 650,000.00
Debt Service				
502-45500-9210	Principal 2001 GO Bonds (RD)	\$ 66,492.00	\$ 55,410.00	\$ 11,082.00
502-45500-9230	Principal 2010 GO Bonds (WWTP)	\$ 94,068.00	\$ 78,390.00	\$ 15,678.00
502-45500-9250	Principal 2020 GO Bond (Reline)	\$ 8,880.00	\$ 7,400.00	\$ 1,480.00
Total Sewer Expenses		\$ 1,524,060.00	\$ 781,841.38	\$ 742,218.62

Hillcrest Fund Revenue (Fund 702)

Account Number	Description	Budget	Received	Balance
702-13030-0026	Burial Permits	\$ 3,750.00	\$ 5,750.00	\$ (2,000.00)
702-13030-0031	Stone Permits	\$ 2,250.00	\$ 3,200.00	\$ (950.00)
702-13030-0050	Columbarium Services	\$ 5,600.00	\$ -	\$ 5,600.00
702-15010-0001	Interest Earned	\$ 18,000.00	\$ 17,907.04	\$ 92.96
702-18990-0001	Sales of Lots	\$ 17,500.00	\$ 8,000.00	\$ 9,500.00
702-34105-0001	Transfer from Reserves	\$ 39,000.00	\$ -	\$ 39,000.00
702-41050-0100	Transfer from General Fund	\$ 27,214.10	\$ -	\$ 27,214.10
Total Hillcrest Revenue		\$ 113,314.10	\$ 34,857.04	\$ 78,457.06

Hillcrest Fund Expenses (Fund 702)

Account Number	Description	Budget	Spent	Balance
Hillcrest Salaries and Benefits				
702-71400-1130	Salaries - Hillcrest	\$ 51,381.00	\$ 28,744.02	\$ 22,636.98
702-71400-1150	Part Time or Contract Work	\$ 40,000.00	\$ 19,740.00	\$ 20,260.00
702-71400-2100	FICA	\$ 4,161.60	\$ 3,400.26	\$ 761.34
702-71400-2210	VRS	\$ 2,371.50	\$ 812.49	\$ 1,559.01
702-71400-2240	Group Life Insurance	\$ 650.00	\$ 362.17	\$ 287.83
702-71400-2300	Medical Insurance	\$ 7,200.00	\$ 4,734.76	\$ 2,465.24
702-71400-2310	Dental Insurance	\$ 450.00	\$ 302.57	\$ 147.43
Hillcrest Operations				
702-71400-3310	Repairs and Maintenance	\$ 2,000.00	\$ 1,263.16	\$ 736.84
702-71400-5800	Miscellaneous	\$ 200.00	\$ 37.99	\$ 162.01
702-71400-6001	Supplies	\$ 250.00	\$ 73.93	\$ 176.07
702-71400-6017	Lights and Flags	\$ 150.00	\$ 296.05	\$ (146.05)
Hillcrest Capital Improvements				
702-71400-8100	Storage Building Maintenance	\$ 1,000.00	\$ -	\$ 1,000.00
702-71400-8101	Grounds Improvement	\$ 3,500.00	\$ -	\$ 3,500.00
Total Hillcrest Expenses		\$ 113,314.10	\$ 59,767.40	\$ 53,546.70

Deposit Account Balances

As of April 30, 2026

Institution Name	Treasurer's Fund Account Number	Balance	Maturity Date (if applicable)	Date of Next Interest (if applicable)	Interest Rate (if applicable)
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Operating Account (All Funds - General 100, Police Asset Forfeiture 102, Water 501, Sewer 502 and Hillcrest 702)

Blue Ridge Bank	999 103 0008	\$ 1,734,077.43	N/A	N/A	N/A
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General Fund (100)

LGIP	999 105 0001	\$ 395,294.58	N/A	Monthly	3.835%
LGIP (Oakland Cemetery)	999 105 0002	\$ 55,800.91	N/A	Monthly	3.835%
Blue Ridge Bank - Savings Account	999 103 0017	\$ 299,255.36	N/A	Quarterly	0.100%
Blue Ridge Bank - Money Market Account	999 103 0009	\$ 733,077.62	N/A	Monthly	2.420%
Blue Ridge Bank - PF ARPA Funds MM	999 103 0020	\$ 1,847,433.43	N/A	Monthly	2.620%
General Fund - Total		\$ 3,330,861.90			

Water Fund (501)

LGIP	999 105 0003	\$ 841,945.27	N/A	Monthly	3.835%
Blue Ridge Bank - Savings Account	999 103 0018	\$ 421,528.95	N/A	Monthly	2.070%
Water Fund - Total		\$ 1,263,474.22			

Sewer Fund (502)

LGIP	999 105 0005	\$ 386,943.91	N/A	Monthly	3.835%
United Bank - Checking Account	999 108 0006	\$ 680.11	N/A	N/A	N/A
Sewer Fund - Total		\$ 387,624.02			

Hillcrest Cemetery Fund (702)

LGIP	999 105 0004	\$ 555,223.80	N/A	Monthly	3.835%
Hillcrest Fund - Total		\$ 555,223.80			

Total Cash on Deposit (All Institutions)	\$ 7,271,261.37
Total Cash on Deposit at Blue Ridge Bank	\$ 5,035,372.79
Total Cash on Deposit at United Bank	\$ 680.11
Total Cash on Deposit at LGIP	\$ 2,235,208.47



**Town Manager's Report
May 19, 2026**

1. Virginia Department of Health Grants:

The addition of closer contact and relationship building with VDH will, in my estimation, assist the Town significantly with our water and infrastructure grant needs.

2. Water Main Project:

The contractor is moving down Fredericksburg Avenue, then coordinating paving on the West side of Town in the next few weeks.

3. Two x Two Meeting with County Leaders:

The Town continued building our relationship with the County: the Mayor, Vice Mayor and I met with the County Administrator, Chairman and Louisa District Supervisor to discuss plans and goals of mutual interest.

Areas discussed included:

1. Economic Development
2. Traffic Mitigation
3. Water-Sewer Use and capacity
4. Community events coordination.

4. Town/LCWA meeting:

The Mayor, Councilman Craig, Superintendent Larry and I met with LCWA to discuss Current and future water/wastewater capacity. This will include updating the Water Agreement with LCWA. We also need to discuss the Water Main Project status including concerns about change order requests. I propose conducting a Public Works committee meeting any day the last week of May. ***Please give me a date/time.***

5. Hillcrest Cemetery:

We have a new contractor at the Hillcrest cemetery who will reduce cemetery maintenance costs, with an increase in quality of precision cutting.

6. New Police Sergeant:

welcome to the new Police Sargeant McKenna.