AGENDA

BRIDGEWATER TOWN COUNCIL

December 10, 2024

Times are estimates and may not reflect the actual progress of the meeting.

7:00 p.m. **Call to Order and Invocation: Mayor Ted W. Flory**

7:03 p.m. **Visitors**

7:08 p.m. **Minutes of previous meeting: Ms. Morgan Shirkey**

7:09 p.m. **Finance and Ordinance Committees:**

1. Finance: Dr. Bill Miracle
   a. Treasurer's Report for the month of November
   b. Bills for the month of November
2. Ordinance Committee: Mr. Steven Schofield

7:14 p.m. **Administrative Report: Mr. J. Jay Litten**

1. Historical Society License – Old Town Hall (R-190-5)
2. ~~Transit Program (R-190-6)~~ Withdrawn at sponsor request

7:22 p.m. **Public Works and Recreation Commission:**

1. Public Works: Mr. Fontaine Canada & Ms. Megan Byler
   a. Traffic Cabinet Upgrades
   b. CSPDC Watershed Wellness Mini Grant
2. Recreation Commission: Ms. Stephanie L. Curtis & Ms. Megan Byler

7:27 p.m. **Community Relations and Economic Development:**

1. Community Relations: Mr. Travis Bowman
   a. Murals at Riverwalk
2. Economic Development: Mr. Jim Tongue

7:30 p.m. **Closed Session**

7:45 p.m. **Mayor's Report**

7:49 p.m. **Adjournment**

All persons may speak at this time, and all persons are asked to refrain from interjecting at other times.

Remember that this is a time for your views to be heard. Don't expect a lot of dialogue but know that the Council is listening.

It is the policy of the Town of Bridgewater, Virginia, that persons in attendance may elect to sit or stand during invocations, as they see fit, and that they may take part in the invocation or refrain from doing so, as they choose. Prayers offered by council members reflect their personal beliefs. All persons are counseled that disruptive behavior is not allowed during the invocation or any other time.

MINUTES
BRIDGEWATER TOWN COUNCIL

November 12, 2024

Present: Mayor Ted W. Flory Council: Steven A. Schofield, William D. Miracle, Travis L. Bowman, A. Fontaine Canada, James M. Tongue, Stephanie L. Curtis.

Absent: None.

The Bridgewater Town Council met in regular session on Tuesday, November 12, 2024, at Sipe Center, 100 North Main Street, Bridgewater, Virginia.

Call to Order: Mayor Flory called the Council to order at 7:00 p.m.

Invocation: Dr. William D. Miracle gave the invocation.

Visitors: Mr. Wes Dove, current secretary, and Ros Poplar, current President, of the Fort Harrison Chapter of the Sons of the American Revolution presented a Law Enforcement Commendation to Chief Phillip Read who could not attend their event recently.

Minutes: Ms. Morgan Shirkey

October minutes were approved as presented.

Finance: Dr. William D. Miracle

1. October Treasurer's Report (Attached).

Dr. Miracle moved that the October 2024 Treasurer's Report be accepted for submission to audit. Seconded by Mr. Bowman. The motion carried unanimously as follows: Those voting aye: Schofield, Miracle, Bowman, Flory, Canada, Tongue, Curtis. Those voting nay: None. Absent: None.

2. October Bills (Attached).

Dr. Miracle moved to appropriate and authorize the payment of October bills in the amount of $353,544.10 and to ratify the earlier payment of bills totaling $360,732.43, all as reviewed and approved by Town staff and the Finance Committee Chairman. Seconded by Ms. Curtis. The motion carried unanimously as follows: Those voting aye: Schofield, Miracle, Bowman, Flory, Canada, Tongue, Curtis. Those voting nay: None. Absent: None.

3. Presentation of the Audit. Ms. Betsy Hedrick, and associates Tyler Farnsworth and Hunter Simmons, of PBMares presented the annual audit for the Town, stating it was another smooth audit year with an unmodified opinion registered, meaning the audit is clean. There were no new findings on the internal controls, and the required federal single audit (of AARPA funds) had no findings.

Ordinance: Mr. Steven A. Schofield

1. BPOL Ordinance. Mr. Schofield stated that BPOL is the Business Professional and Occupational License tax, and this amendment falls under Title 19, General Taxation. Mr. Schofield also said he likes the resolution shell the staff have begun to include as a helpful tool for understanding the purpose. The amendment would make it a misdemeanor to fail to file for a business license. This would not be to punish late-payers, but to keep it from appearing that people can continue to not follow the law.

Mr. Schofield moved to approve "An Ordinance Amending Title 19 of the Town Code" (O-190-17), as presented. Seconded by Dr. Miracle. The motion carried unanimously as follows: Those voting aye: Schofield, Miracle, Bowman, Flory, Canada, Tongue, Curtis. Those voting nay: None. Absent: None.

Administrative Report: Mr. J. Jay Litten

1. Possible Sale of 427 North Main Street. Mr. Litten noted that we had now 2 offers on the old Sergio's property, both coming in *after* the decision was made to demolish the building and create green space. After some discussion, Council was clearly in favor of green space since neither offers for purchase would gain the Town a pharmacy, nor did it mean there would never be anything there if green space was decided now, so there will be no present sale of 427 North Main Street.

Public Works: Mr. A. Fontaine Canada and Ms. Megan S. Byler

While there was no formal report, Mr. Canada commended Ms. Byler on the handicap transition areas in the sidewalks around Bridgewater College, a project undergone over the summer prior to student return with an incoming student needing ADA accommodation. Ms. Byler said there are a few other areas to be completed that require the College to allow work on their land and it has not yet been decided how they want that handled.

Recreation Commission: Ms. Stephanie L. Curtis and Ms. Megan S. Byler

1. Mini-Golf Season. The season ended right after Halloween. We had about 2,300 B-Rec sessions and 6,000 paid sessions, which is comparable to past years.

2. Upcoming Skate Season. We're opening on Thanksgiving Day, chillers will be up and running this week with ice-making starting Friday night. The ice rink rails were up earlier this year because we had roofers coming to do work on the roof at Generations Park and we needed to be out of their way but didn't want to move our schedule back too far.

3. Photo Contest Recap. Jim worked on the photo contest this year, with lots of participation. The full contest video is posted online, and a winners recap was shown in the Council meeting.

Community Relations: Mr. Travis Bowman

1. Halloween Recap. Mr. Bowman introduced a video recap of the Halloween at Oakdale event, which was then show and included numerous photos of families in costume, as well as local businesses handing out candy. Mr. Bowman concluded that this is always a wonderful event and a great way for businesses to get involved.

2. Upcoming Tree Lighting Ceremony. The tree lighting ceremony will be at Generations Park, Sunday, December 1, at 6:30 p.m. There will be live music by Kelly May Green (previously Brown), cider, and gingersnap cookies. United Bank will be serving the cider this year.

Economic Development Committee: Mr. Jim Tongue

1. River Roos. Mr. Tongue introduced the topic and said that there had been a tremendous response to the concept after his own initial thoughts on the naming, and then turned it over to Gwen Gottfried for more information. Ms. Gottfried said we have had 16 merchants sign up to accept River Roos, and the program went live on November 1. To date, $8,910 has been purchased to be spent at Bridgewater businesses, with $740 already spent at various businesses. Bridgewater Massage and Wellness is offering special deals, and we're going to keep encouraging participating businesses to

offer their own deals to those using River Roos. The 50% match funds have already sold out, so these deals are a great way to keep people interested.

Mayor's Report: Mayor Ted Flory

1. 2024 Arbor Day Proclamation. This proclamation is similar to the one we did last year.

Mayor Flory moved to adopt the Arbor Day proclamation and was seconded by Mr. Canada. The motion carried unanimously as follows: Those voting aye: Schofield, Miracle, Bowman, Flory, Canada, Tongue, Curtis. Those voting nay: None. Absent: None.

2. Monthly Police Report. Chief Read hoped for a good turnout at Bridgewater Foods for Coffee with a Cop the day before Thanksgiving.

Adjournment – 7:37 p.m.

Ted W. Flory, Mayor

Morgan Shirkey, Clerk

($OOO)								
2024-2025	ESTIMATED			ACTUAL			CASH IN BANK	NOTES
	REVENUE	EXPENSES	DIFFERENCES	REVENUE	EXPENSES	DIFFERENCES		
1 Month (Jul 31)	1257	1139	118	1298	1205	93	3422	
2 Months (Aug 31)	1979	2232	(253)	2128	2378	(250)	3116	
3 Months (Sep 30)	2947	3042	(95)	3494	3137	357	3766	
4 Months (Oct 31)	3697	3822	(125)	4280	4091	189	3622	
5 Months (Nov 30)	4589	4560	29	5147	4982	165	3626	
6 Months (Dec 31)	5823	5479	344			0		
7 Months (Jan 31)	6543	6350	193			0		
8 Months (Feb 28)	7281	7180	101			0		
9 Months (Mar 31)	8344	8107	237			0		
10 Months (Apr 30)	9027	8857	170			0		
11 Months (May 31)	9851	9634	217			0		
12 Months (Jun 30)	10802	10802	0			0		

TOWN OF BRIDGEWATER

Revenues and Expenditures
For the Month Ended November 30, 2024

	Budget For Year	Estimated for 5 Months	Actual for 5 Months
Revenues and Other Sources			
General Property Taxes	472,200.00	352,000.00	317,951.49
Other Local Taxes	2,868,875.00	1,022,775.00	1,009,937.40
Local Fees	118,300.00	10,075.00	14,348.10
Permits	4,700.00	1,950.00	2,491.40
Fines & Forfeitures	19,400.00	8,075.00	31,702.71
Revenue from Services	170,900.00	31,125.00	28,889.43
Revenue from the Use of Money & Property	228,850.00	121,950.00	148,076.80
Sipe Center	242,700.00	122,275.00	92,864.04
Miscellaneous	95,700.00	25,225.00	34,375.28
Categorical Aid	1,236,800.00	310,950.00	839,448.05
Proceeds from Financing	0.00	0.00	0.00
Funds Carried Forward(General Fund)	562,644.00	562,644.00	562,644.00
Stormwater Management	191,100.00	79,625.00	80,015.73
Sanitation	687,100.00	286,325.00	285,736.53
Water	1,504,280.00	656,150.00	662,689.94
Sewer	2,398,513.00	997,480.00	1,036,023.62
Totals:	10,802,062.00	4,588,624.00	5,147,194.52
Expenditures			
Town Council	47,000.00	23,300.00	22,871.76
Manager's Office	682,600.00	286,650.00	291,921.16
Legal Services	35,000.00	14,575.00	14,370.77
Independent Auditor	55,700.00	35,000.00	31,900.00
Treasurer's Office	307,800.00	122,310.00	124,118.00
Police Department	1,194,900.00	528,825.00	611,657.79
Public Works Department	288,700.00	110,900.00	123,086.62
Highways, Streets, Sidewalks	812,900.00	230,875.00	528,259.36
Street Lights	104,333.00	43,500.00	40,085.07
General Properties	635,284.00	256,475.00	299,815.23
Parks	679,450.00	349,625.00	373,177.76
Recreation	370,800.00	158,200.00	132,560.39
Community Development	294,150.00	124,335.00	106,998.65
Sipe Center	430,000.00	212,100.00	185,996.77
Economic Development	60,400.00	25,225.00	43,072.32
Insurance	160,000.00	40,000.00	32,346.00
Fund Balance	371,500.00	154,800.00	203,109.30
Bad Debts	0.00	0.00	-96.94
Debt Service	268,504.00	60,049.00	60,060.07
Storm Water Management	197,833.00	45,350.00	101,102.34
Sanitation & Waste Removal	838,500.00	449,200.00	447,910.77
Water Treatment	691,300.00	290,450.00	263,760.90
Water Distribution	753,133.00	328,700.00	277,054.08
Sewer Department	1,522,275.00	669,224.00	667,266.73
Totals:	10,802,062.00	4,559,668.00	4,982,404.90
Excesses (Deficiency of Revenue Over Expenditures)	0.00	28,956.00	164,789.62

STATEMENT OF REVENUES

For the Month Ended November 30, 2024

	For the Month Ended 11/30/24		For the 5 Months Ended 11/30/24	
	Estimated	Actual	Estimated	Actual
General Property Taxes				
Personal Property Taxes	250,000.00	171,599.89	250,000.00	215,534.49
Personal Property Taxes(State Portion)	0.00	0.00	102,000.00	102,034.14
Penalties and Interest on Taxes	0.00	27.46	0.00	382.86
Total:	250,000.00	171,627.35	352,000.00	317,951.49
Other Local Taxes				
Local Sales & Use Taxes	30,950.00	30,209.14	154,750.00	171,710.88
Communications Tax	5,000.00	4,937.48	25,000.00	24,410.47
Consumption Tax	1,900.00	1,394.99	9,500.00	8,917.57
Consumer's Utility Taxes	63,225.00	44,336.29	316,125.00	279,825.04
Cigarette Tax	0.00	844.80	6,750.00	7,920.95
Business License Taxes	0.00	108.00	0.00	18,088.38
Transient Occupancy Tax	675.00	622.03	5,225.00	5,330.73
Bank Stock Taxes	0.00	0.00	0.00	0.00
Meals Tax	78,475.00	79,837.73	505,425.00	493,733.38
Total:	180,225.00	162,290.46	1,022,775.00	1,009,937.40
Local Fees				
Motor Vehicle License Fee	0.00	0.00	0.00	20.00
Right-of Way Fees	1,300.00	189.35	6,575.00	7,528.10
Passport Application Fees	750.00	715.00	3,500.00	6,800.00
Total:	2,050.00	904.35	10,075.00	14,348.10
Permits				
Zoning, Erosion Permits **Total:**	350.00	1,053.10	1,950.00	2,491.40
Fines & Forfeitures				
Fines & Forfeitures **Total:**	1,600.00	5,023.72	8,075.00	31,702.71
Revenue from Services				
Rental Fees - Generation Park	1,000.00	5,078.62	1,000.00	5,078.62
Rental Fees - Mini Golf & Par 3	0.00	0.00	30,125.00	23,810.81
Total:	1,000.00	5,078.62	31,125.00	28,889.43
Sipe Center				
Concessions	4,250.00	4,158.35	28,750.00	23,908.63
Live Performances	25,000.00	11,912.46	49,900.00	35,360.41
Sponsorships	2,000.00	6,600.00	25,500.00	15,750.00
Movies	2,950.00	2,735.00	14,875.00	16,285.00
Space Rental	650.00	250.00	3,250.00	1,560.00
Total:	34,850.00	25,655.81	122,275.00	92,864.04
Revenue from use of Money & Property				
Interest on Bank Deposits	6,650.00	13,506.91	33,350.00	55,359.41
Rental of General Property/Shelters	1,250.00	1,185.00	6,250.00	4,840.00
Rental of Tennis Facilities	2,100.00	1,588.00	10,450.00	9,899.00
Sale of Vehicles	0.00	0.00	0.00	0.00
Sale of Material & Supplies	1,000.00	200.00	4,500.00	9,850.00
Sale of Real Estate	0.00	0.00	0.00	0.00
Public Communication Service Rent	0.00	0.00	67,400.00	68,128.39
Total:	11,000.00	16,479.91	121,950.00	148,076.80
Miscellaneous/Donations				
Miscellaneous	1,100.00	830.93	5,400.00	2,967.92
Gifts & Donations from Private Sources	0.00	0.00	250.00	1,302.88
Cemetery Lots	0.00	1,000.00	0.00	3,500.00
Classes, Camps, Festivals	0.00	704.99	1,500.00	7,922.98
Brick Donations	0.00	0.00	0.00	0.00
Town of Mt. Crawford	0.00	0.00	18,075.00	18,681.50
Total:	1,100.00	2,535.92	25,225.00	34,375.28

STATEMENT OF REVENUES

For the Month Ended November 30, 2024

	For the Month Ended 11/30/24		For the 5 Months Ended 11/30/24	
	Estimated	Actual	Estimated	Actual
Categorical Aid				
VDOT Secondary Maintenance	0.00	0.00	190,525.00	191,917.93
VDOT Primary Maintenance	0.00	0.00	65,000.00	65,461.93
Overweight Permit Fee Revenue	0.00	0.00	150.00	51.22
Vehicle Rental Tax	100.00	0.00	500.00	319.37
Riverwalk Grant	0.00	0.00	8,000.00	172,362.48
Crosswalk Improvement Grant	0.00	0.00	0.00	0.00
Gen-Oak Connector Grant	0.00	0.00	0.00	0.00
Law Enforcement Assistance Funds	0.00	42,035.00	40,575.00	84,070.00
Misc. Grants	0.00	49,960.00	0.00	279,933.82
Police Grants	0.00	0.00	0.00	39,845.30
Litter Control Grant	6,200.00	5,486.00	6,200.00	5,486.00
Total:	6,300.00	97,481.00	310,950.00	839,448.05
Proceeds from Financing				
Short Term Financing	0.00	0.00	0.00	0.00
Capital Financing	0.00	0.00	0.00	0.00
Total:	0.00	0.00	0.00	0.00
Funds Carried Forward				
Funds Carried Forward	0.00	0.00	562,644.00	562,644.00
Total:	0.00	0.00	562,644.00	562,644.00
Total Revenue General Fund:	488,475.00	488,130.24	2,569,044.00	3,082,728.70

STATEMENT OF REVENUES

For the Month Ended November 30, 2024

	For the Month Ended 11/30/24		For the 5 Months Ended 11/30/24	
	Estimated	Actual	Estimated	Actual
Stormwater Management				
Monthly Utility Fee	15,925.00	16,251.43	79,625.00	80,015.73
Stormwater Admin Fees	0.00	0.00	0.00	0.00
Total:	15,925.00	16,251.43	79,625.00	80,015.73
Sanitation Revenue				
Refuse Collection Charges	53,550.00	53,740.30	267,700.00	267,745.85
Recycling/Vegetation Recycling Fees	3,300.00	3,316.68	16,500.00	16,562.68
Recycle Reimbursement	425.00	294.00	2,125.00	1,428.00
Total:	57,275.00	57,350.98	286,325.00	285,736.53
Water Revenue				
Charges of Services	116,250.00	106,611.48	602,825.00	620,063.94
Connection Fees	8,500.00	4,039.56	42,500.00	31,705.63
Penalties	2,150.00	1,647.04	10,825.00	10,920.37
Bad Debt	0.00	0.00	0.00	0.00
Total:	126,900.00	112,298.08	656,150.00	662,689.94
Sewer Revenue				
Charges for Services	189,230.00	182,948.69	927,780.00	969,078.14
Connection Fees	12,000.00	8,482.32	60,000.00	56,277.59
Penalties	1,900.00	1,693.98	9,500.00	10,077.89
Proceeds from Capital Financing	0.00	0.00	0.00	0.00
Sewer Surcharge	0.00	0.00	0.00	0.00
HRRSA Board Contribution	0.00	100.00	200.00	590.00
Total:	203,130.00	193,224.99	997,480.00	1,036,023.62
Total Revenue Enterprise Funds:	403,230.00	379,125.48	2,019,580.00	2,064,465.82
TOTAL REVENUE:	891,705.00	867,255.72	4,588,624.00	5,147,194.52

Cash in the Bank	**Oct 31, 2024**		**Nov 30, 2024**
	1,429,491.47	LGIP -(Fund Balance)	1,465,662.95
	875,231.23	LGIP(ARPA)	878,963.63
	51,001.76	LGIP(Wellness Quarter)	51,219.18
	1,266,119.56	F & M Bank- Checking(Sweep Acct)	1,230,149.70
	100.00	Farmers & Merchants Payroll Acct.	100.00
Total:	3,621,944.02		3,626,095.46

Comparative Statement of Appropriations with Expenses

For the Month Ended November 30, 2024

		For the Month Ended 11/30/24		For the 5 Months Ended 11/30/24	
		Estimated	Actual	Estimated	Actual
Town Council					
Personal Services		20,850.00	20,681.02	20,850.00	20,770.50
Fringe Benefits		1,650.00	1,582.10	1,650.00	1,590.20
Other Charges		150.00	0.00	800.00	511.06
	Total:	22,650.00	22,263.12	23,300.00	22,871.76
Manager's Office					
Personal Services		37,350.00	39,169.65	205,425.00	207,694.48
Fringe Benefits		12,125.00	12,014.30	66,675.00	68,930.15
Contractual Services		1,650.00	580.83	8,300.00	3,532.11
Other Charges		1,250.00	3,400.74	6,250.00	11,764.42
Capital Outlay		0.00	0.00	0.00	0.00
	Total:	52,375.00	55,165.52	286,650.00	291,921.16
Legal Services	**Total:**	2,900.00	3,683.62	14,575.00	14,370.77
Independent Auditor	**Total:**	0.00	0.00	35,000.00	31,900.00
Treasurer's Office					
Personal Services		15,475.00	15,546.56	85,135.00	85,571.68
Fringe Benefits		5,550.00	6,269.56	30,600.00	32,465.31
Contractual Services		900.00	681.45	4,500.00	5,394.18
Other Charges		425.00	352.02	2,075.00	686.83
Capital Outlay		0.00	0.00	0.00	0.00
	Total:	22,350.00	22,849.59	122,310.00	124,118.00
Police Department					
Personal Services		52,100.00	51,919.14	286,575.00	304,667.60
Personal Services (overtime)		2,300.00	1,877.22	17,400.00	18,292.19
Fringe Benefits		18,600.00	21,873.65	102,300.00	113,650.63
Auto Repair		900.00	297.89	4,525.00	337.89
Gas, Oil, Tires, etc.		2,450.00	1,707.75	12,250.00	11,105.33
Contractual Services		3,250.00	5,213.06	32,650.00	39,413.97
Other		3,625.00	8,133.81	18,125.00	24,379.58
Capital Outlay		0.00	0.00	55,000.00	99,810.60
	Total:	83,225.00	91,022.52	528,825.00	611,657.79
Public Works Department					
Personal Service		14,450.00	13,625.63	79,475.00	80,906.33
Fringe Benefits		4,275.00	6,873.30	23,500.00	36,702.73
Contractual Services		1,325.00	1,095.51	6,625.00	3,484.64
Contractual - Consulting		0.00	903.00	0.00	1,244.25
Other		250.00	382.21	1,300.00	748.67
Capital Outlay		0.00	0.00	0.00	0.00
	Total:	20,300.00	22,879.65	110,900.00	123,086.62

Comparative Statement of Appropriations with Expenses

For the Month Ended November 30, 2024

		For the Month Ended 11/30/24		For the 5 Months Ended 11/30/24	
		Estimated	Actual	Estimated	Actual
Highways, Streets, Bridges & Sidewalks					
Personal Services		12,225.00	5,550.74	67,225.00	45,794.26
Fringe Benefits		4,900.00	5,104.81	27,000.00	25,142.54
Contractual Services		3,175.00	30,844.64	115,825.00	80,703.29
Street Paving		0.00	0.00	0.00	356,302.15
Capital Outlay(Equipment)		0.00	0.00	0.00	0.00
Other Charges		4,175.00	6,542.08	20,825.00	20,317.12
Light Bridge		0.00	0.00	0.00	0.00
Capital Outlay		0.00	0.00	0.00	0.00
	Total:	24,475.00	48,042.27	230,875.00	528,259.36
Street Lights	**Total:**	8,700.00	7,696.05	43,500.00	40,085.07
General Properties					
Personal Services		17,000.00	17,467.25	93,500.00	85,059.91
Fringe Benefits		6,600.00	7,673.72	36,350.00	36,041.27
Contractual Services		10,000.00	5,797.86	50,000.00	42,711.10
Contractual - Consulting		0.00	0.00	0.00	3,928.00
Other Charges		2,825.00	4,935.45	14,125.00	11,293.01
Capital Outlay		0.00	24,900.00	62,500.00	120,781.94
	Total:	36,425.00	60,774.28	256,475.00	299,815.23
Parks					
Personal Services		17,625.00	25,267.92	96,925.00	130,128.57
Fringe Benefits		6,850.00	8,618.72	37,700.00	41,049.40
Contractual Services		7,500.00	7,282.11	82,500.00	33,018.73
Other Charges		4,250.00	15,248.50	21,250.00	33,064.24
Capital Outlay - Riverwalk		0.00	10,545.75	10,000.00	20,687.00
Capital Outlay (or Contingency)		0.00	9,960.00	0.00	115,229.82
Capital Outlay/Equipment		0.00	0.00	101,250.00	0.00
	Total:	36,225.00	76,923.00	349,625.00	373,177.76
Recreation					
Personal Services		16,125.00	10,873.51	88,750.00	70,786.34
Fringe Benefits		5,050.00	3,360.05	27,750.00	18,475.31
Contractual Services		4,600.00	3,346.79	27,800.00	26,231.04
Other Charges		2,075.00	1,596.40	10,400.00	13,215.02
Classes & Camps		0.00	0.00	3,500.00	3,852.68
Capital Outlay		0.00	0.00	0.00	0.00
	Total:	27,850.00	19,176.75	158,200.00	132,560.39

Comparative Statement of Appropriations with Expenses

For the Month Ended November 30, 2024

		For the Month Ended 11/30/24		For the 5 Months Ended 11/30/24	
		Estimated	Actual	Estimated	Actual
Community Development					
Personal Services		2,250.00	3,042.35	12,450.00	15,823.81
Fringe Benefits		925.00	578.60	5,075.00	3,017.06
Contractual Services		2,325.00	1,825.62	16,650.00	11,970.28
Other Charges		2,575.00	392.28	12,925.00	6,786.83
Employee Relations		0.00	5,690.00	0.00	10,201.85
Festivals		1,200.00	1,239.78	58,500.00	35,453.88
Donations		2,500.00	0.00	10,200.00	12,087.47
Entertainment		0.00	0.00	8,200.00	10,900.00
Passport Processing Expense		67.00	132.90	335.00	757.47
Capital		0.00	0.00	0.00	0.00
	Total:	11,842.00	12,901.53	124,335.00	106,998.65
Sipe Center					
Personal Services		7,025.00	7,894.42	38,575.00	44,609.78
Fringe Benefits		2,325.00	3,016.98	12,725.00	15,806.95
Other Charges		1,650.00	1,525.51	8,350.00	8,890.26
Contractual Services		3,400.00	5,502.58	19,000.00	20,733.18
Concessions		1,650.00	2,174.48	8,350.00	8,332.82
Movies		3,125.00	2,343.71	15,425.00	15,959.98
Live Performances		24,225.00	15,365.60	84,675.00	71,603.10
Capital		0.00	0.00	25,000.00	60.70
	Total:	43,400.00	37,823.28	212,100.00	185,996.77
Economic Development					
Personal Services		2,575.00	2,229.09	14,125.00	13,030.01
Fringe Benefits		1,025.00	1,585.49	5,600.00	8,363.79
Contractual Services		1,000.00	9,635.76	5,000.00	19,810.76
Other Charges		100.00	367.76	500.00	1,867.76
Capital Improvement		0.00	0.00	0.00	0.00
	Total:	4,700.00	13,818.10	25,225.00	43,072.32
Insurance	**Total:**	0.00	0.00	40,000.00	32,346.00
Fund Balance	**Total:**	30,950.00	30,207.50	154,800.00	203,109.30
Debt Service					
Debt Retirement		0.00	0.00	41,772.00	41,800.35
Interest Expense		0.00	0.00	18,277.00	18,259.72
	Total:	0.00	0.00	60,049.00	60,060.07
Bad Debt-General Fund	**Total:**	0.00	0.00	0.00	(96.94)
Total Expenditures General Fund:		428,367.00	525,226.78	2,776,744.00	3,022,200.78

Comparative Statement of Appropriations with Expenses

For the Month Ended November 30, 2024

		For the Month Ended 11/30/24 Estimated	Actual	For the 5 Months Ended 11/30/24 Estimated	Actual
Storm Water Management					
Personal Services		2,200.00	6,557.90	11,950.00	16,024.07
Fringe Benefits		875.00	2,727.10	4,825.00	8,366.72
Contractual Services		4,575.00	7,571.59	25,875.00	61,788.48
Other Charges		550.00	1,727.40	2,700.00	3,300.57
Capital Outlay		0.00	0.00	0.00	11,622.50
	Total:	8,200.00	18,583.99	45,350.00	101,102.34
Water Treatment					
Personal Services		24,100.00	21,678.38	132,600.00	123,605.10
Fringe Benefits		7,925.00	8,757.96	43,650.00	44,954.72
Contractual Services		19,000.00	23,048.05	95,000.00	90,955.67
Other Charges		1,850.00	842.68	9,200.00	4,245.41
Capital Outlay		0.00	0.00	10,000.00	0.00
	Total:	52,875.00	54,327.07	290,450.00	263,760.90
Water Distribution					
Personal Services		11,700.00	12,809.05	64,350.00	82,059.71
Fringe Benefits		4,400.00	5,190.67	24,250.00	25,946.99
Contractual Services		7,950.00	40,683.75	152,600.00	132,204.63
Contractual - Consulting		0.00	4,362.50	0.00	17,228.75
Other Charges		7,500.00	2,006.63	37,500.00	19,741.13
Debt Service/Int Expense		0.00	0.00	0.00	0.00
Capital Outlay		50,000.00	0.00	50,000.00	0.00
Bad Debt-Water		0.00	0.00	0.00	(127.13)
	Total:	81,550.00	65,052.60	328,700.00	277,054.08
Sanitation & Waste Removal					
Personal Services		10,625.00	9,081.27	58,725.00	47,503.18
Fringe Benefits		4,275.00	4,766.26	23,525.00	22,493.90
Contractual Services		1,800.00	2,468.35	9,075.00	10,288.11
Contractual/Waste Management		24,700.00	26,032.95	123,500.00	126,586.79
Other Services		1,750.00	1,271.27	8,800.00	8,073.28
Landfill Fees		11,125.00	12,299.78	55,575.00	57,732.85
Capital Outlay		0.00	0.00	170,000.00	175,232.66
	Total:	54,275.00	55,919.88	449,200.00	447,910.77
Sewer Department					
Personal Services		7,450.00	4,650.84	40,950.00	30,964.53
Fringe Benefits		2,650.00	2,892.27	14,600.00	14,081.47
Contractual Services		3,250.00	79,557.09	16,250.00	89,435.19
Sewer Authority		86,750.00	84,385.91	433,700.00	424,744.52
Other Charges		1,750.00	1,132.45	8,750.00	6,559.76
Debt Service/Int Expense		0.00	0.00	101,474.00	101,481.26
Capital Outlay		10,000.00	0.00	53,500.00	0.00
	Total:	111,850.00	172,618.56	669,224.00	667,266.73
Total Expenditures Enterprise Funds		308,750.00	366,502.10	1,782,924.00	1,757,094.82
TOTAL EXPENDITURES:	**Total:**	737,117.00	891,728.88	4,559,668.00	4,982,404.90
Excess Revenue Over Expenses:		154,588.00	(24,473.16)	28,956.00	164,789.62

BRIDGEWATER INDUSTRIAL DEVELOPMENT AUTHORITY

STATEMENT OF REVENUES

For the Month ended November 30, 2024

	Budget FY'25	Current Month 11/30/2024	Year to Date 7/1/2024 -6/30/2025
IDA Fees	6,000.00	0.00	0.00
Interest on Bank Deposits	0.00	0.00	0.00
Lease Proceeds/IDA Property	65,880.00	0.00	9,500.00
Bond /Principal & Interest	0.00	0.00	0.00
Miscellaneous Revenue	0.00	0.00	0.00
Transfer from Reserves	0.00	0.00	0.00
Total:	71,880.00	0.00	9,500.00

STATEMENT OF EXPENSES

For the Month ended November 30, 2024

	Budget FY'25	Current Month 11/30/2024	Year to Date 7/1/2024 -6/30/2025
Personal Service	1,500.00	0.00	350.00
Fringe Benefits	0.00	0.00	26.78
Other	0.00	0.00	0.00
Contractual Services	2,000.00	0.00	4,406.84
Capital	0.00	0.00	0.00
Legal Service	2,000.00	0.00	0.00
Insurance & Bonding	0.00	0.00	0.00
Debt Retirement	19,700.00	0.00	5,830.64
Interest Expense	14,500.00	0.00	4,451.80
Add to IDA Reserve	32,180.00	0.00	0.00
Total:	71,880.00	0.00	15,066.06
Excess Revenue over Expense		0.00	-5,566.06

Cash in the Bank- IDA	**Oct 31, 2024**	**Nov 30, 2024**
United Bank - IDA Checking	13,270.38	13,270.38
Total:	13,270.38	13,270.38

TO: Town Council

FROM: J. Jay Litten, Town Manager

DATE: December 6, 2024

RE: December Staff Report

Treasurer's Report

[Council Action? Yes.]

November's Treasurer's Report is just fine overall. Cash is at about the same level as in October. If there is any concern, it's that CUT is down for a second straight month, and we had expected it to rebound. We're not worried, but we are cross-checking some data. If our folks are just being more energy efficient, ~~more power to them~~, that's great. But we have seen that VEPCO is indeed capable of mistakes, so we're going to ask some questions. Also of note, with our new restaurants coming online, November was the first month in which our Meals Tax met projections. Now we need to make up some lost ground, so eat up! Here are the metrics in full:

	Month	Year
CUT	70.1%	88.5%
MEALS	101.7%	83.8%
CUT+M	**87.6%**	**85.7%**
WATER	91.7%	102.9%
SEWER	96.7%	104.5%
W+S	**94.8%**	**103.8%**
OVERALL	**92.5%**	**97.5%**

There are quite a few one-off expenditures shown in the report, with the most significant being:

- $114,200 for replacement of water and sewer lines serving a few residents near Edgebriar Park;
- $24,600 for making some sidewalks around Bridgewater College's campus more handicap accessible. A little more work should have been done, but although BC asked us to do the project, they were unable to provide the property rights needed for us to work on some small areas of their land.
- We purchased some park equipment for Shiverwood Park, which should be installed this spring near Smiley's.
- We spent just under $25,000 to replace the last of our vintage-1995 HVAC units here at 201 Green.

You'll also note the receipt of just under $50,000 on the "Misc. Grants" line. We were the recipients of a "Community & Tourism Grant" from Rockingham County. (The biggest winners were the Fulks Run Ruritan Club and the Town of Mt. Crawford. Along with Elkton, we received a smaller amount.) The award will go to our "Bright Nights in Bridgewater" project which will fill Oakdale Park with seasonal decorations—beginning in 2025.



Upping Our Game
[Council Action? No.]

Earlier this year, I mentioned that we were working to become very technically adept at everything we do. Since then,

- Phillip has attended the FBI National Command Course in Quantico, Virginia.
- Several of us have become Registered Land Disturbers (and are thus familiar with the basics of erosion regulation).
- Evan Lambert, one of the maintenance guys, has passed an "Electrician I" class at MTC.
- Greg has undertaken numerous EPA and DEQ trainings on erosion and sedimentation, and
- We now have the Commonwealth's newest certified Erosion & Sedimentation Program Administrator.

So congrats to all concerned!

A Song
[Council Action? No.]

We thought it would be nice to have a Town song to sing on Charter Day, so we wrote one. It uses the tune of an old Shaker hymn, and the lyrics attempt to capture the essence of Bridgewater. We'll likely ask your official approval in January, but until then, I'm sure it could benefit from whatever suggestions you have.

Have a listen at www.b-host.xyz/audio/blueandgreen.mp3.

RESOLUTION SHELL

NUMBER: R-190-5

PROPOSED DATE OF CONSIDERATION: December 10, 2024

PURPOSE: The Town and the Bridgewater Historical Society (BHS) have been exploring ways to more effectively utilize the Old Town Hall (OTH) on a regular basis.

SUMMARY: For many years, the BHS has leased the OTH from the Town for the operation of a museum. The proposal authorizes the BHS to continue to serve our residents and guests in this same way, while permitting the Town to make structural, cosmetic, and technological improvements to the building. Further, the proposal allows for the Town and BHS to work together to offer additional hours and interactive displays in the museum, eventually resulting in each entity occupying 50% of the display area.

IMPORTANCE: The OTH is the oldest surviving building in our historic district. Our primary motivation is to more fully utilize the property as the valuable Bridgewater asset that it is.

ORIGIN: Combined efforts from members of Council, BHS, and Staff. BHS has long desired additional Town involvement and support with their efforts at the museum, while the Town would like to see additional hours and displays offered.

CONTROVERSIAL ASPECTS: Historically, BHS has felt under-supported by the Town. We believe this proposal removes controversial issues rather than creating them.

RESOLUTION AUTHORIZING A LICENSE TO THE BRIDGEWATER HISTORICAL SOCIETY FOR USE OF THE OLD TOWN HALL

(R-190-5)

WHEREAS, Bridgewater's Old Town Hall (the "OTH") at 109 South Main Street is a cherished icon of this Town's rich history, and

WHEREAS, the Bridgewater Historical Society, Inc. ("BHS") has operated a museum at the OTH, and

WHEREAS, both the Town and BHS seek to make OTH an even greater asset to our townspeople, and

WHEREAS, the Town and BHS have explored arrangements which would allow the Town to make certain improvements to the OTH while retaining BHS's most valued presence, and

WHEREAS, this Council finds that such arrangements, as set out below, should be embodied in a new license to be granted to BHS,

NOW, THEREFORE, BE IT RESOLVED THAT the Town Council of the Town of Bridgewater authorizes the Town Manager to execute a license conforming with the following principles:

1. The Term of the license is from January 1, 2025, to December 31, 2025.
2. The Town will be responsible for utility services to the OTH. If the Town deems it practicable, it will extend its Lightbridge fiber-optic network to the OTH.
3. In the license year and beyond, the Town intends to expend $20,000-$25,000 per year on improvements to the facility.
4. The Town will be responsible for the exterior of the structure and the grounds. BHS will not make changes to the exterior or the grounds without the Town's written approval.
5. The Town and BHS will cooperate toward the end of the Town occupying 50% of the floor space in the OTH's main room. The Town intends to install interactive displays educating visitors on the Town's history and culture. (In all likelihood, the Town will not need the full 50% immediately.)
6. BHS will continue to staff the OTH at a level at least consistent with its current practice. When the Town installs its first display it will endeavor to

staff the facility an additional 20 hours per week, using either volunteers or paid labor.

7. Both parties will maintain such insurance as will protect their own interests satisfactorily.
8. All previous leases, licenses, and agreements between the Town and BHS concerning the OTH are terminated.

RESOLVED this 10th day of December, 2024.

_____
Mayor

_____	_____
License Granted	License Accepted

I certify that I am the Clerk of the Town of Bridgewater, Virginia, and that the foregoing is a true copy of a resolution adopted by the Council of the Town of Bridgewater, Virginia on December 10, 2024, upon the following vote:

Aye	Nay	Abstain	Not Present	
_____	_____	_____	_____	Mr. Bowman
_____	_____	_____	_____	Mr. Canada
_____	_____	_____	_____	Mr. Flory
_____	_____	_____	_____	Dr. Miracle
_____	_____	_____	_____	Mr. Schofield
_____	_____	_____	_____	Ms. Curtis
_____	_____	_____	_____	Mr. Tongue

_____ _____
Date Clerk

RESOLUTION SHELL

NUMBER: R-190-6

PROPOSED DATE OF CONSIDERATION: December 10, 2024

PURPOSE: The resolution requests that Rockingham County provide clarity on two competing proposals for demonstration projects to address transportation deficiencies in Rockingham County.

SUMMARY: The Bridgewater Church of the Brethren appears aligned to some degree with the sponsors of one program. The other program, reportedly, would create some form of bus service in and around Bridgewater. (As you know, we are in the process of trying to improve our bus service to Harrisonburg.)

We have not been briefed by Rockingham County, and other sources offer conflicting information. Accordingly, the resolution simply asks County officials to brief us in such manner as they deem appropriate and to withhold any action until they have.

IMPORTANCE: The importance of transportation is self-evident, and we hope that the Town and the County can address it in a coordinated manner.

ORIGIN: Mayor.

CONTROVERSIAL ASPECTS: Anecdotally, we know that this issue has created some sharp divisions across the County and some harsh rhetoric. We're not sure of the details, and our goal is to focus on the merits of the proposals.

A RESOLUTION CONCERNING TRANSPORTATION IN ROCKINGHAM COUNTY

Resolution R-190-6

Whereas, the Bridgewater Town Council acknowledges that access to reliable transportation is essential to our community's economic development and public health, and

Whereas, many residents of the Bridgewater area face challenges in getting to work, medical appointments, and shopping venues to acquire essentials for their basic needs, and

Whereas, it appears to this Council that there are competing proposals before the Rockingham County Board of Supervisors which could establish one-year transportation demonstration projects to alleviate these challenges, and

Whereas, one of the proposals reputedly could provide a form of bus service in Town which could affect Bridgewater's own efforts to improve bus service to Harrisonburg, either through BRITE or otherwise, and

Whereas, though it has not been briefed by the County on the proposals, this Council has been asked to opine on them,

Now, therefore, be it resolved, that the Council of the Town of Bridgewater requests (i) that the County provides such information on the proposals as it deems appropriate to share, and (ii) that the County take no further action on the proposals until it has done so and specifically, that it take no action in its December 11 meeting.

Resolved this 10th day of December, 2024.

_____

Mayor

I certify that I am the Clerk of the Town of Bridgewater, Virginia, and that the foregoing is a true copy of an ordinance adopted by the Council of the Town of Bridgewater, Virginia on December 10, 2024, upon the following vote:

Aye	Nay	Abstain	Not Present	
_____	_____	_____	_____	Mr. Bowman
_____	_____	_____	_____	Mr. Canada
_____	_____	_____	_____	Mr. Flory
_____	_____	_____	_____	Dr. Miracle
_____	_____	_____	_____	Mr. Schofield
_____	_____	_____	_____	Ms. Curtis
_____	_____	_____	_____	Mr. Tongue

_____ _____

Date Clerk

November 2024 Police Report- Bridgewater

Police Calls for service: 701 (387 Extra Patrol)

IBR Group A offenses: 9

Incident Reports: 44

Total Traffic Crashes: 6

DMV Crash Reports: 4

Arrests: 0

Summons: 16

Notable BPD activity:

Nov. 27th Coffee with a Cop at Bridgewater Foods, the day before Thanksgiving went really well. We were able to speak with a lot of people and had a very successful event.

Dec. 7th 4pm Christmas Parade

Thank you, Chief Phillip Read

Town of Bridgewater
POLICE DEPARTMENT
201 Green Street, Bridgewater, Virginia 22812
Phone: (540) 828-2611
Fax: (540) 828-0136
police@bridgewater.town

CRIME TRENDS

Town of Bridgewater, Virginia

Group A Offense	Jan-24	Feb.- 24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Total
Crimes Against Persons													
Homicide	0	0	0	0	0	0	0	0	0	0	0	0	0
Kidnapping/Abduction	0	0	0	0	1	0	0	0	0	0	0	0	1
Forcible Sex Offenses	0	0	0	0	0	0	1	0	0	0	0	0	1
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	1	0	0	0	0	0	0	0	1
Simple Assault/Intimidation	1	3	4	0	0	0	1	1	1	0	1	0	12
Non-forcible Sex Offenses	0	0	0	1	0	0	0	0	0	0	0	0	1
Crimes Against Property													
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0
Extortion/Blackmail	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	1	0	0	0	0	0	0	0	0	0	1
Larceny	2	4	2	6	5	3	3	2	3	2	0	0	32
Motor Vehicle Theft	0	0	0	0	0	0	0	1	0	0	0	0	1
Counterfeiting/Forgery	0	0	0	0	0	1	0	0	0	0	0	0	1
Fraud	1	0	2	2	3	3	3	1	2	0	6	0	23
Embezzlement	0	0	1	0	0	0	0	0	1	0	0	0	2
Stolen Property	0	0	0	0	0	0	0	0	0	1	0	0	1
Property Damage/Vandalism	0	2	2	1	3	1	2	3	1	2	1	0	18
Bribery	0	0	0	0	0	0	0	0	0	0	0	0	0
Crimes Against Society													
Drug Offenses	0	2	0	2	0	2	0	0	1	0	0	0	7
Pornography/Obscene Material	0	0	0	0	0	0	0	0	1	0	1	0	2
Gambling	0	0	0	0	0	0	0	0	0	0	0	0	0
Prostitution	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapon Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0