

Town of Bedford, Virginia

Adopted Budget

FY 2016 – 2017

215 East Main Street  
Bedford, Virginia 24523  
540.587.6001  
[www.bedfordva.gov](http://www.bedfordva.gov)

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# BUDGET MESSAGE

The Honorable Members of the Town Council  
Town of Bedford  
215 E Main Street  
Bedford, Virginia 24523

Dear Mayor Wandrei and Honorable Members of the Town Council:

I am pleased to submit to you the adopted 2016-2017 Fiscal Year Budget for the Town of Bedford. This adopted budget provides the financial resources necessary to fund community services, and includes funding for professional law enforcement, professional land use and economic development support, enjoyable parks, maintaining streets, innovative and supportive use of technology, efficient trash service, a school facility and reliable electric service.

The Town's department heads and staff have prepared this annual financial plan to provide for the continuation of adequate Town services for our citizens, and also provide funding for a minimum amount of capital improvements and equipment to perform these services safely and efficiently. For all full-time plan eligible employees covered by VRS there is a salary increase of 1.15% proposed for the budget. This is prompted by the Commonwealth's mandate to shift employee pension payments to be paid directly from the employees. The budget proposal is for the shift to be phased in over a five year period. This will be the fifth and final year for the process.

The Town revenue sources appear to be stable but still subject to economic trends at the state and national level. The Commonwealth as a whole is in better fiscal condition but faces many demands for spending proposals. The State budget has stabilized spending levels for local services as well as providing longer term funding for transportation issues. We will continue to carefully evaluate the municipal services provided to our citizens to insure that we are as efficient as possible in the delivery of those services. Town staff will continue to review the budget to achieve any possible efficiency. We are also continuing to focus our resources to properly maintain current Town facilities.

The Town faces many challenges in the upcoming year, including continuing issues with our aging infrastructure, the uncertain development patterns, and the uncertain level of state and local revenues. The Town needs to continue to invest in infrastructure repairs and improvements. These are included in the budget in all departments. We also need to continue our efforts at community and economic development. With these challenges also come opportunities. We have seen a number of businesses expand and add employment. And there are new residential units being constructed in several areas.

On March 1<sup>st</sup> and March 22<sup>nd</sup> of 2016 the Town Council met with Town staff to discuss the tenets of the proposed Town budget. On March 22, 2016, Town Council conducted a public hearing to receive citizen comments on the proposed budget. As a result of that hearing and the discussions with Council several changes were made to the proposed budget before it was ultimately adopted on April 12, 2016. The spending plan put forth in the budget requires no increase in the Town real estate tax rate of \$0.32. The

personal property tax rates will be set at the lowest possible level that will enable the Town to receive the Personal Property Tax Relief Act (PPTRA) payment. The BPOL tax percentage continues to be a flat fee of \$30.00 per year. Our hope is that this will encourage businesses to locate and stay here to provide employment and services. The budget does include an increase in Meals Tax from 5.0% to 5.5% with the additional .5% to be restricted for use solely on economic development and community revitalization. In addition, the budget includes an increase in electric customer charges which will generate revenue for needed capital improvements and infrastructure repairs. This is in line with the recommendations put forth in the rate study commissioned on behalf of the Electric Department. It will also allow the Town to consider additional peak shaving alternatives to help stabilize expenses.

### **GENERAL FUND**

The adopted Fiscal Year 2016-2017 General Fund Budget is \$9,073,986, an increase of \$1,004,890 (12.45%) from the current fiscal year. The primary reason for this increase is an increase in Old Landfill Closure expenses and capital project expenses.

Highlights of the proposed General Fund Budget include:

- \$551,494 in revenues from use of money and property, up 148.99% from FY 2015-2016 due to expanded lease agreements.
- A Virginia Retirement anticipated increase from 17.75% to 20.95%.
- The final year of the 1.15% Virginia Retirement System adjustment for plan eligible employees.
- A transfer from the Electric Department to the General Fund of \$400,000.
- Total capital outlay of \$605,200, an increase of \$162,150. This is inclusive of VDOT funding.

### **SOLID WASTE FUND**

The adopted Solid Waste Fund Budget for FY 2016-2017 is \$935,571, an increase of \$100,000 (11.97%) from the current year budget. The primary reason for this increase is attributed to capital project expenditures. The Town is continuing its efforts to provide enhanced services to its customers such as its e-waste and paint collections. The Town has also budgeted for continued efforts to clean up the old landfill area. The adopted budget does not include an increase in the solid waste fee charged to customers.

### **ELECTRIC FUND**

The adopted 2016-2017 fiscal year Electric Fund Budget is \$22,738,689, an increase of \$2,044,689 (9.88%) from the current year. The primary reason for this increase is due mainly to capital project expenses towards infrastructure improvements. As with other municipal and investor owned utilities, we are feeling the effect of increased energy and energy transmission costs. This is impacting coal generation in particular. The capital outlay is directed to maintain hydro generation operations, system extensions, and circuit reliability maintenance. We will continue to aggressively evaluate all options during the upcoming fiscal year to continue our efforts to stabilize costs to our customers.

### **CONCLUSION**

This budget as adopted allows the Town to continue to provide our citizens and businesses with an adequate level of municipal services. It also provides funding to maintain our core programs and

activities. The Town employees are to be commended for providing these services with very limited resources. I would also like to express the Town's appreciation to those service groups who have stepped up to help provide certain services for our residents.

I want to commend the Town's department heads for the hours they spent in developing and refining their budget requests for the upcoming budget year. While there has been much debate over what items would ultimately be recommended, the overriding concern of all the department heads was that our citizens receive the best possible service from their Town. I want to offer special thanks to Bart Warner, Assistant Town Manager, and Sonia Jammes, the Town's Finance Director, for their hard work and diligence during this annual exercise.

Thank you for all your efforts to see that our community truly is "the world's best little town." I appreciate your leadership and your support.

Sincerely,

A handwritten signature in black ink, appearing to read "Charles P. Kolakowski". The signature is written in a cursive, flowing style.

Charles P. Kolakowski  
Town Manager

CPK:dba



**NOTICE**

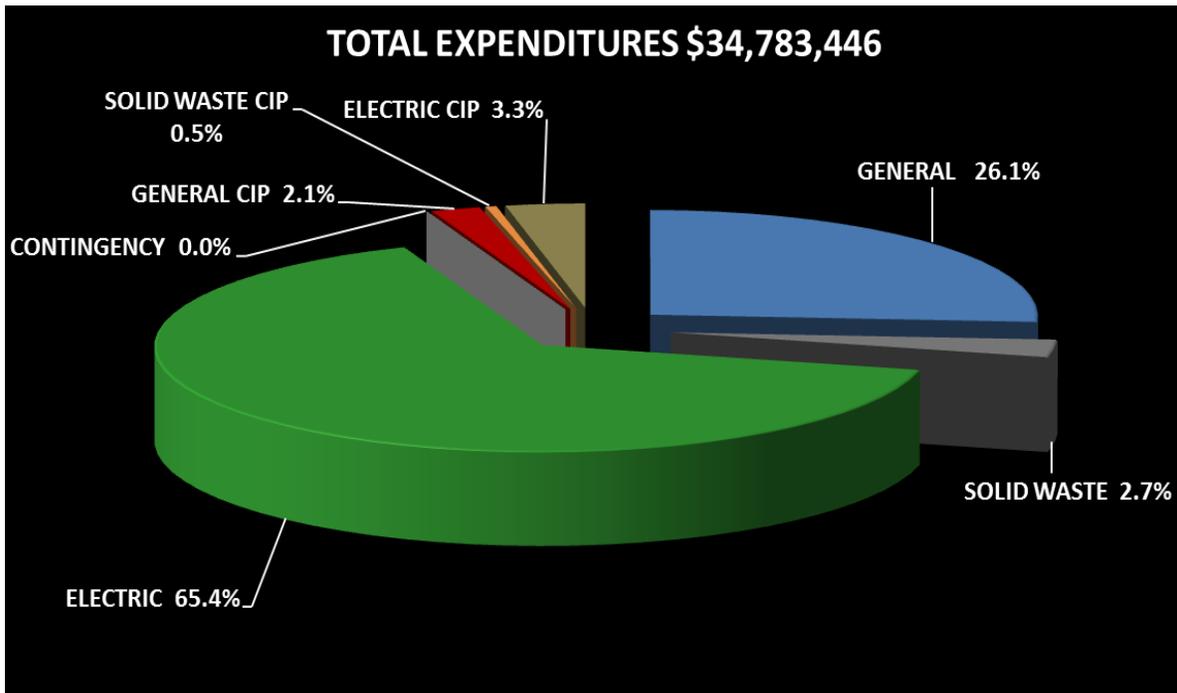
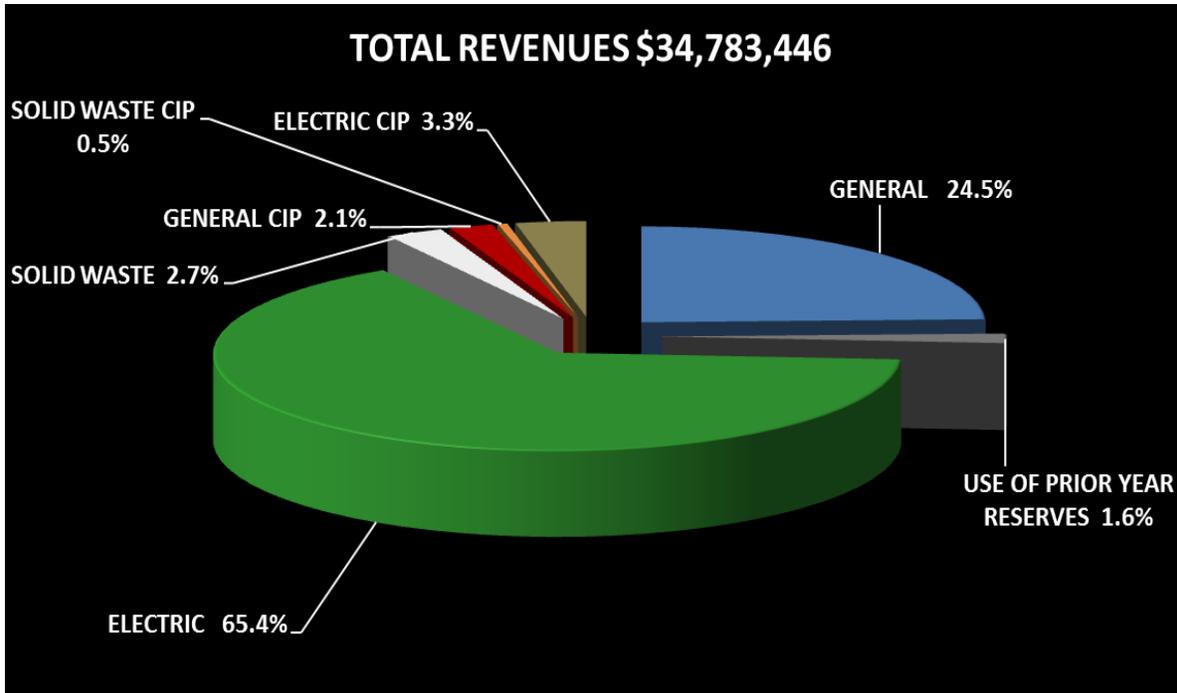
**SYNOPSIS OF BUDGET FOR FISCAL YEAR JULY 1, 2016 TO JUNE 30, 2017**

**TOWN OF BEDFORD, VIRGINIA**

NOTICE IS HEREBY GIVEN THAT A PUBLIC HEARING WILL BE HELD BY THE TOWN COUNCIL TUESDAY, MARCH 22ND AT 7:00 PM IN THE COUNCIL HALL OF THE TOWN MUNICIPAL BUILDING IN RELATION TO THE BUDGET FOR THE TOWN OF BEDFORD FOR FISCAL YEAR 2016-17, AT WHICH TIME ANY CITIZEN OF THE TOWN SHALL HAVE THE RIGHT TO ATTEND AND STATE HIS OR HER VIEWS. DETAILED COPIES OF THE BUDGET ARE AVAILABLE FOR INSPECTION DURING NORMAL OFFICE HOURS IN THE OFFICE OF THE TOWN MANAGER AND THE OFFICE OF THE CLERK OF COUNCIL.

REVENUE		EXPENDITURES	
<b>GENERAL FUND</b>		<b>GENERAL FUND</b>	
Use of Prior Year Reserves	553,137	Legislative department	55,929
General property taxes	1,562,811	General & Financial Administration	905,598
Other local taxes	2,078,386	Judicial Administration	4,200
Permits & regulatory licenses	9,950	Public Safety	2,527,908
Fines & forfeitures	82,400	Public Works	3,021,593
Revenue from use of money & property	551,494	Education	366,000
Charges for services	500	Parks, Recreation & Cultural	36,103
Miscellaneous revenue	1,589,552	Community Development	116,050
Recovered costs	135,604	Non-departmental	21,200
State non-categorical	796,752	Debt Service	1,204,205
State categorical aid	1,303,000	Transfer to other funds	815,200
Non-revenue receipts	10,400	Contingency	0
Transfer from Electric Fund	400,000		
<b>TOTAL GENERAL FUND</b>	<b>9,073,986</b>	<b>TOTAL GENERAL FUND</b>	<b>9,073,986</b>
<b>SOLID WASTE FUND</b>		<b>SOLID WASTE FUND</b>	
Refuse collection charges	593,271	General administration	112,241
Refuse disposal charges	231,300	Refuse collection	214,700
Redemption of recyclables	3,000	Refuse disposal	372,826
Revenue from use of money & property	3,000	Debt service	75,804
Other revenue	5,000	Transfer to other funds	160,000
Transfer from General Fund	100,000	Contingency	0
<b>TOTAL SOLID WASTE FUND</b>	<b>935,571</b>	<b>TOTAL SOLID WASTE FUND</b>	<b>935,571</b>
<b>ELECTRIC FUND</b>		<b>ELECTRIC FUND</b>	
Use of Prior Year Reserves	-	Supervision & Engineering	1,537,146
Revenue from use of money & property	369,000	Power generation	189,700
Sale of electricity	19,929,189	Purchased Power	16,182,150
Power cost adjustment	1,915,000	Transmission & Distribution	1,040,806
Gross receipts tax	232,500	Maintenance - Street Lights	19,700
Other non-revenue receipts	209,000	Maintenance - Meters	15,000
Recoveries & Rebates	84,000	Transmission & Substations	55,000
		Meter Reading	52,954
		Right of Way Crew	257,558
		Distribution Transformers	32,500
		Other Expenses	1,200
		Debt Service	1,426,315
		Transfer to Other Funds	1,560,000
		Contingency	368,660
<b>TOTAL ELECTRIC FUND</b>	<b>22,738,689</b>	<b>TOTAL ELECTRIC FUND</b>	<b>22,738,689</b>
<b>GENERAL CAPITAL PROJECTS FUND</b>		<b>GENERAL CAPITAL PROJECTS FUND</b>	
Transfer from General Fund	715,200	Capital Outlay	715,200
<b>TOTAL GENERAL CAP PROJ FUND</b>	<b>715,200</b>	<b>TOTAL GENERAL CAP PROJ FUND</b>	<b>715,200</b>
<b>SOLID WASTE CAPITAL PROJECTS FUND</b>		<b>SOLID WASTE CAPITAL PROJECTS FUND</b>	
Transfer from Solid Waste Fund	160,000	Capital Outlay	160,000
<b>TOTAL GENERAL CAP PROJ FUND</b>	<b>160,000</b>	<b>TOTAL GENERAL CAP PROJ FUND</b>	<b>160,000</b>
<b>ELECTRIC CAPITAL PROJECTS FUND</b>		<b>ELECTRIC CAPITAL PROJECTS FUND</b>	
Transfer from Electric Fund	1,160,000	Capital Outlay	1,160,000
<b>TOTAL ELECTRIC CAP PROJ FUND</b>	<b>1,160,000</b>	<b>TOTAL ELECTRIC CAP PROJ FUND</b>	<b>1,160,000</b>

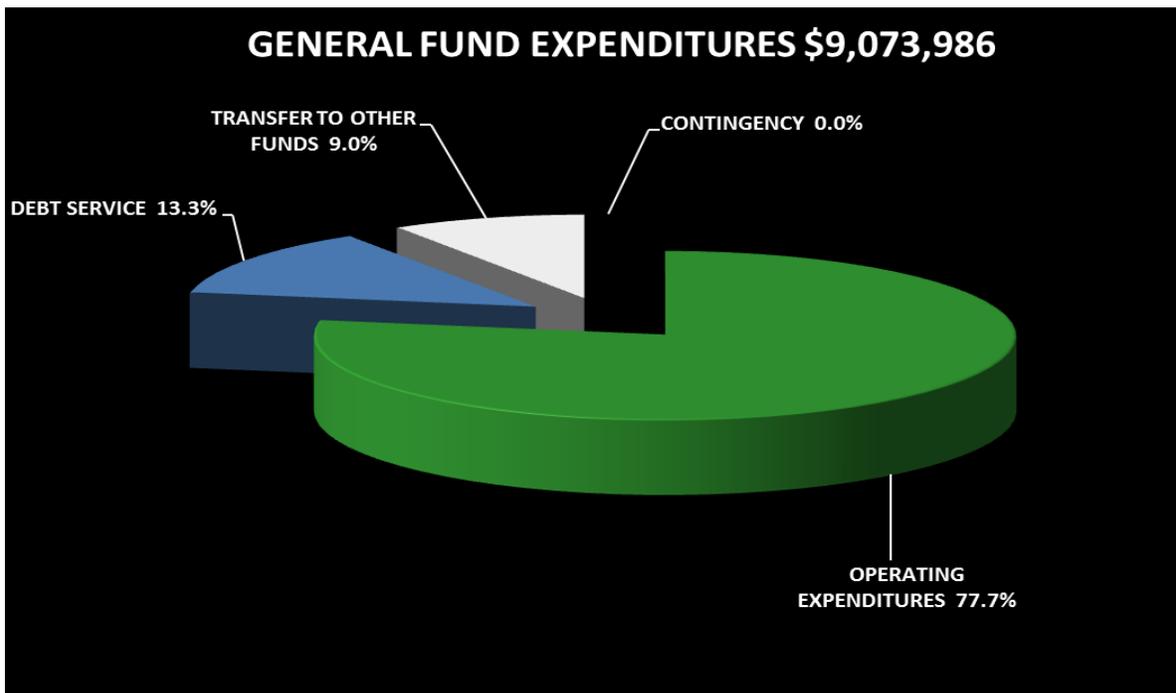
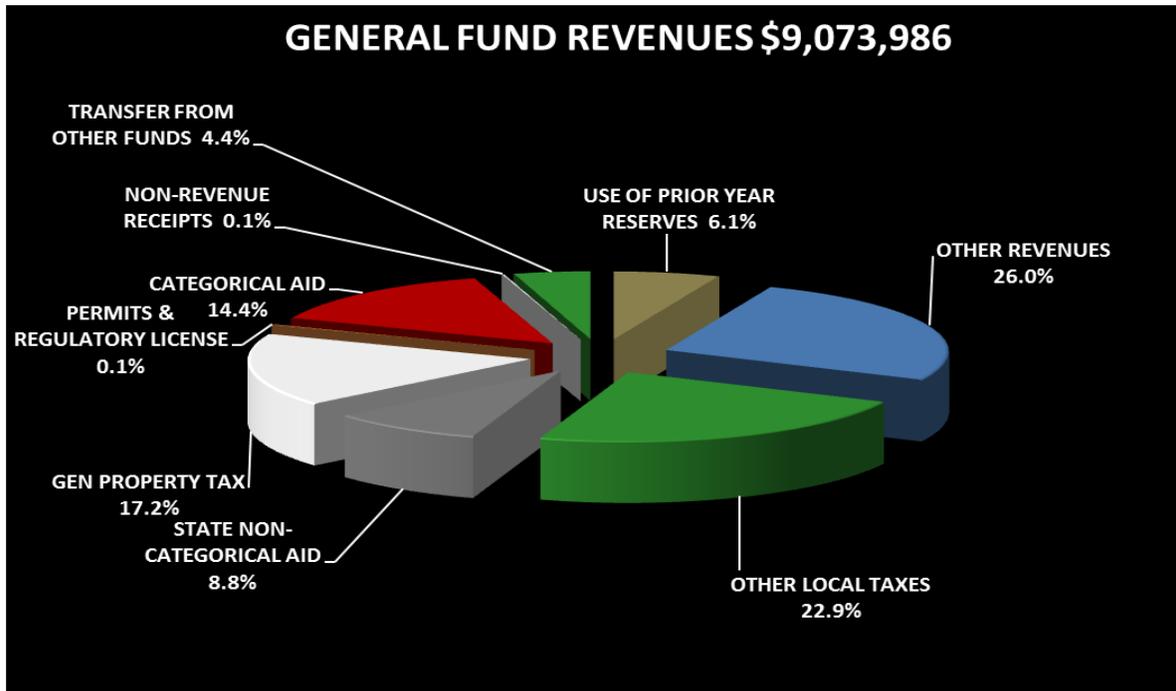
### All Funds Graphs



**GENERAL FUND BUDGET SUMMARY**

<b>REVENUE GENERAL FUND</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>% Change</b>
USE OF PRIOR YEAR RESERVES	558,906	553,137	-1.03%
GENERAL PROPERTY TAXES	1,536,663	1,562,811	1.70%
OTHER LOCAL TAX	1,885,030	2,078,386	10.26%
PERMITS & REGULATORY LICENSES	9,950	9,950	0.00%
FINES & FORFEITURES	82,400	82,400	0.00%
REVENUE FROM USE OF MONEY & PROPERTY	221,494	551,494	148.99%
CHARGES FOR SERVICE	500	500	0.00%
MISCELLANEOUS REVENUE	1,591,911	1,589,552	-0.15%
RECOVERED COST	135,604	135,604	0.00%
STATE NON-CATEGORICAL	733,238	796,752	8.66%
STATE CATEGORICAL AID	1,303,000	1,303,000	0.00%
FEDERAL CATEGORICAL AID	-	-	0.00%
NON-REVENUE RECEIPTS	10,400	10,400	0.00%
<b>TOTAL</b>	<b>8,069,096</b>	<b>8,673,986</b>	<b>7.50%</b>
TRANSFER FROM ELECTRIC FUND	-	400,000	0.00%
TRANSFER FROM SOLID WASTE FUND	-	-	0.00%
<b>TOTAL GENERAL FUND REVENUE</b>	<b>8,069,096</b>	<b>9,073,986</b>	<b>12.45%</b>
<b>EXPENDITURES GENERAL FUND</b>			
	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>% Change</b>
LEGISLATIVE	53,928	55,929	3.71%
GENERAL & FINANCIAL ADMINISTRATION	920,324	905,598	-1.60%
JUDICIAL ADMINISTRATION	4,200	4,200	0.00%
PUBLIC SAFETY	2,472,447	2,527,908	2.24%
PUBLIC WORKS	2,700,571	3,021,593	11.89%
EDUCATION	20,000	366,000	1730.00%
PARKS, RECREATION & CULTURAL	36,103	36,103	0.00%
COMMUNITY DEVELOPMENT	121,375	116,050	-4.39%
NON-DEPARTMENTAL	36,200	21,200	-41.44%
DEBT SERVICE	1,210,898	1,204,205	-0.55%
CONTINGENCY	50,000	-	-100.00%
<b>TOTAL</b>	<b>7,626,046</b>	<b>8,258,786</b>	<b>8.30%</b>
TRANSFER TO SOLID WASTE FUND	-	100,000	100.00%
TRANSFER TO GENERAL CAPITAL PROJECTS FUND	443,050	715,200	61.43%
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>8,069,096</b>	<b>9,073,986</b>	<b>12.45%</b>
<b>CONTINGENCY</b>	-	-	<b>0.00%</b>
<b>GENERAL FUND EXPENDITURES &amp; CONTINGENCY</b>	<b>8,069,096</b>	<b>9,073,986</b>	<b>12.45%</b>

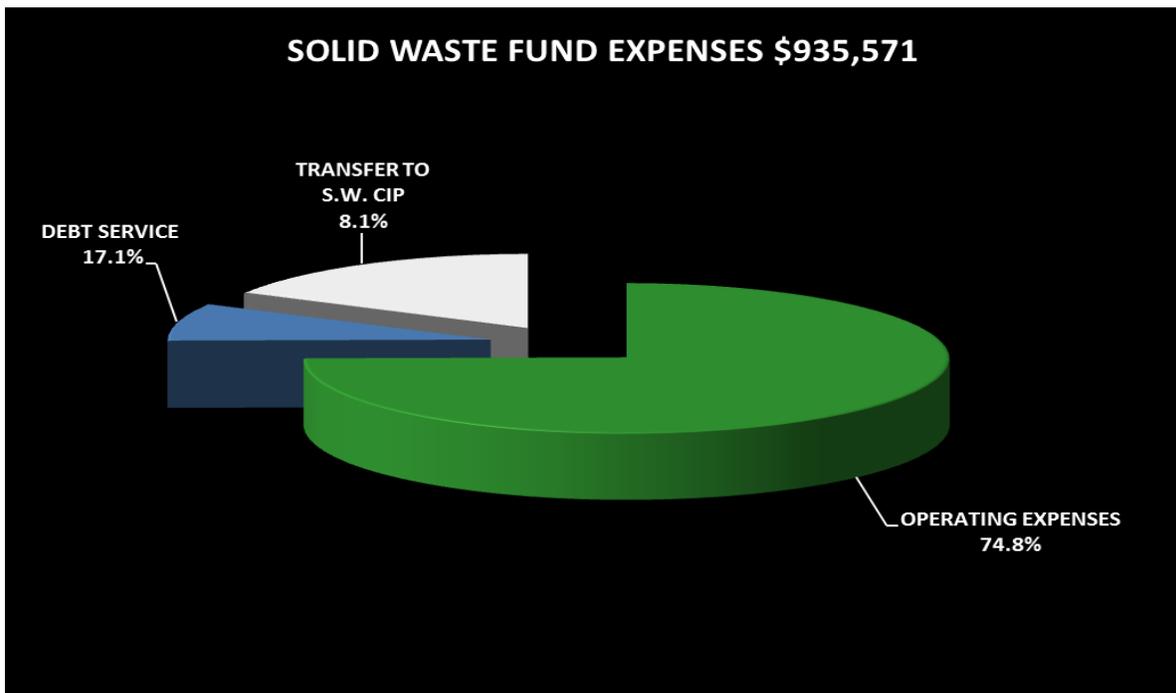
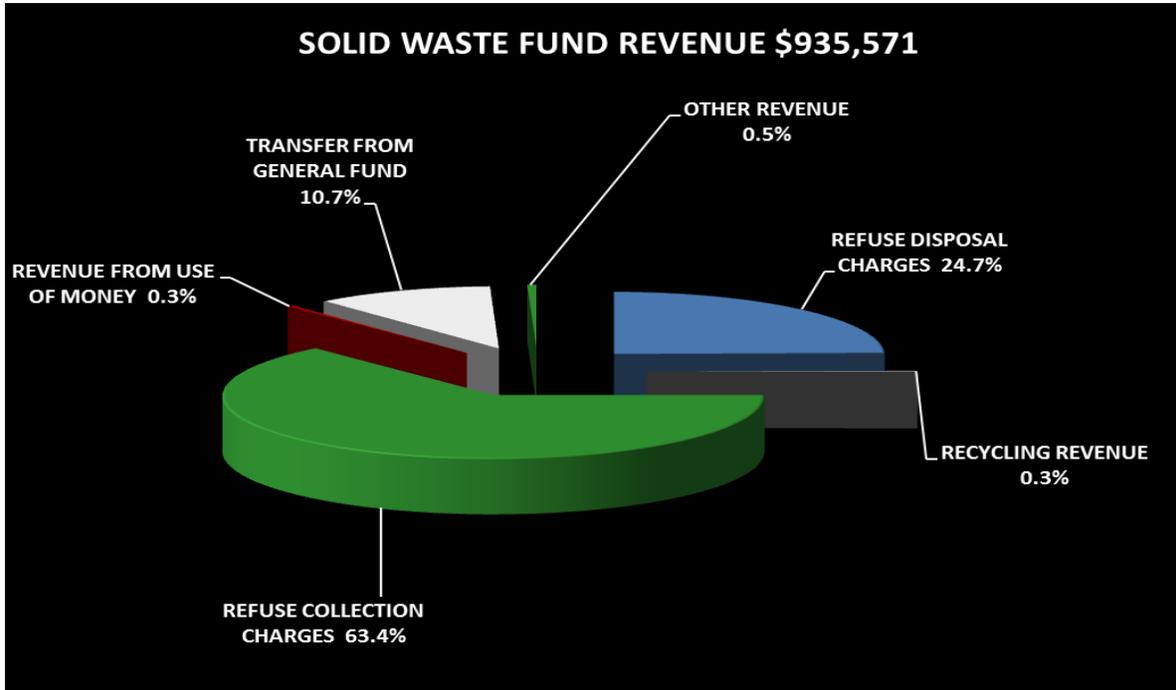
### General Fund Graphs



**SOLID WASTE FUND BUDGET SUMMARY**

<b>REVENUE SOLID WASTE FUND</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>% Change</b>
REFUSE COLLECTION CHARGES	593,271	593,271	0.00%
REFUSE DISPOSAL CHARGES	231,300	231,300	0.00%
REDEMPTION OF RECYCLABLES	3,000	3,000	0.00%
REVENUE FROM USE OF MONEY	3,000	3,000	0.00%
OTHER REVENUE	5,000	5,000	0.00%
TRANSFER FROM GENERAL FUND	-	100,000	100.00%
<b>TOTAL</b>	<b>835,571</b>	<b>935,571</b>	<b>11.97%</b>
<b>TOTAL SOLID WASTE FUND REVENUE</b>	<b>835,571</b>	<b>935,571</b>	<b>11.97%</b>
<b>EXPENSES SOLID WASTE FUND</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>% Change</b>
GENERAL ADMINISTRATION	99,603	112,241	12.69%
REFUSE COLLECTION	188,602	214,700	13.84%
REFUSE DISPOSAL	421,606	372,826	-11.57%
DEBT SERVICE	75,760	75,804	0.06%
TRANSFER TO SOLID WASTE CAP PROJ FUND	50,000	160,000	220.00%
<b>TOTAL SOLID WASTE FUND EXPENSES</b>	<b>835,571</b>	<b>935,571</b>	<b>11.97%</b>
<b>CONTINGENCY</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>SOLID WASTE FUND EXPENDITURES &amp; CONTINGENCY</b>	<b>835,571</b>	<b>935,571</b>	<b>11.97%</b>

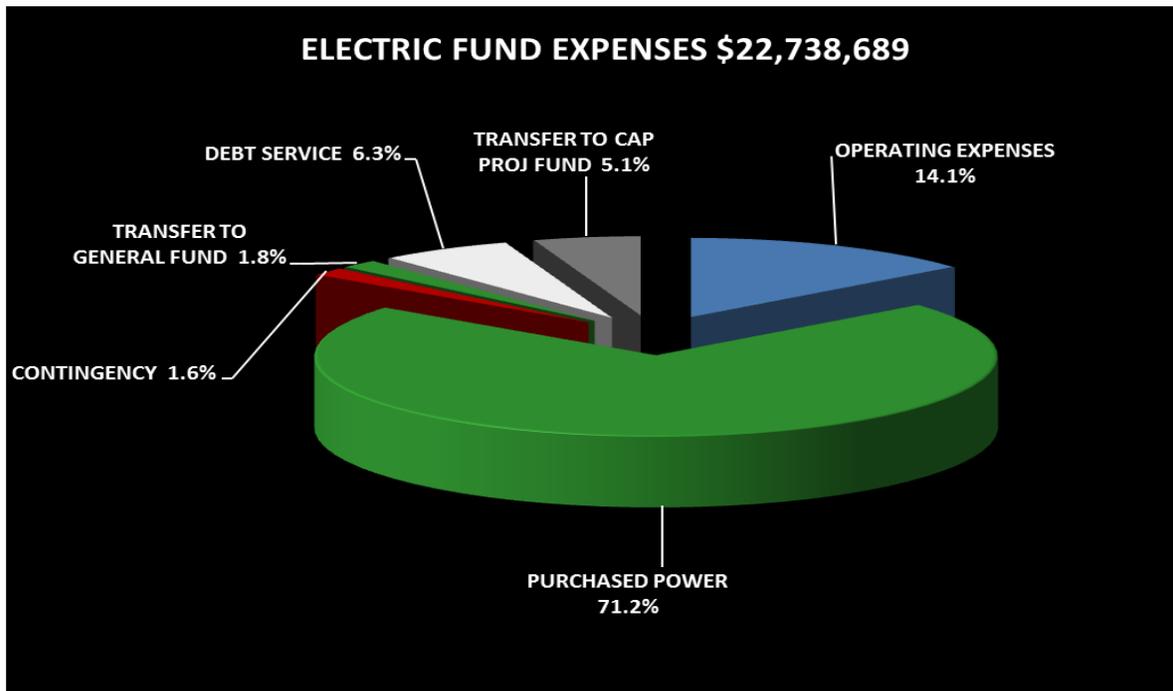
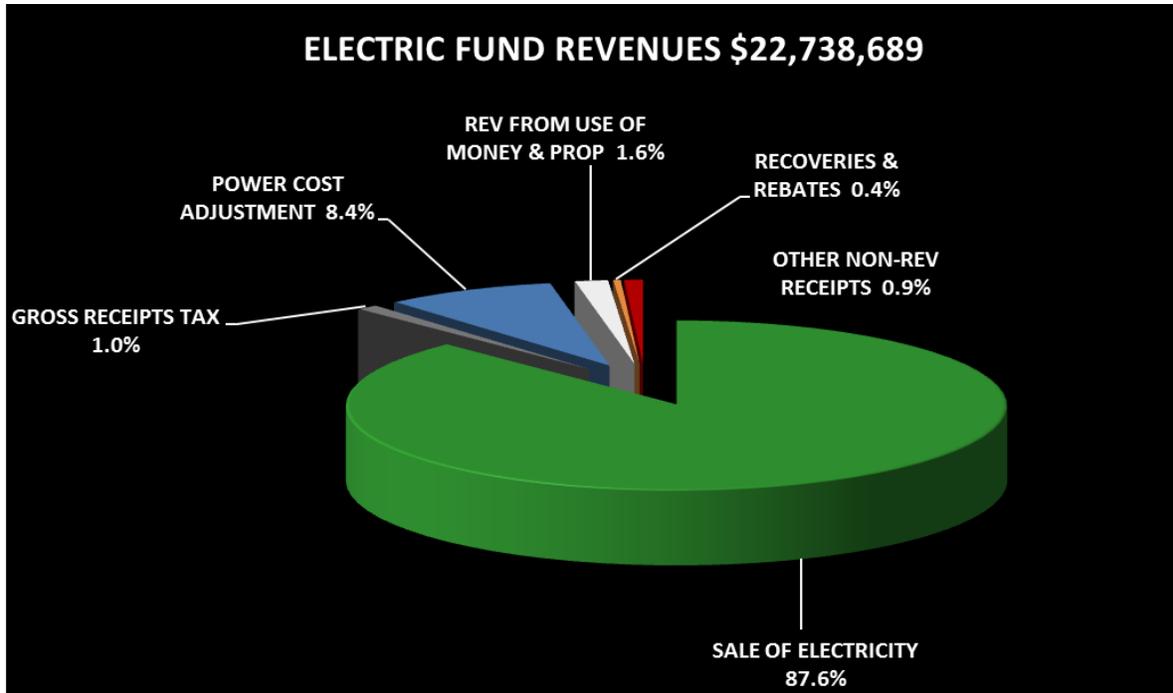
### Solid Waste Fund Graphs



**ELECTRIC FUND BUDGET SUMMARY**

<b>REVENUE ELECTRIC FUND</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>% Change</b>
USE OF PRIOR YEAR RESERVES	-	-	0.00%
SALE OF ELECTRICITY	18,995,000	19,929,189	4.92%
POWER COST ADJUSTMENT	800,000	1,915,000	139.38%
GROSS RECEIPTS TAX REVENUE	232,500	232,500	0.00%
REVENUE FROM USE OF MONEY & PROPERTY	369,000	369,000	0.00%
OTHER NON-REVENUE RECEIPTS	213,500	209,000	-2.11%
RECOVERIES & REBATES	84,000	84,000	0.00%
<b>TOTAL ELECTRIC FUND REVENUE</b>	<b>20,694,000</b>	<b>22,738,689</b>	<b>9.88%</b>
<b>EXPENSES ELECTRIC FUND</b>			
	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>% Change</b>
SUPERVISION & ENGINEERING	1,448,188	1,537,146	6.14%
POWER GENERATION	168,200	189,700	12.78%
PURCHASED POWER	15,762,104	16,182,150	2.66%
TRANSMISSION & DISTRIBUTION	1,062,408	1,040,806	-2.03%
MAINTENANCE - STREET LIGHTS	-	19,700	0.00%
MAINTENANCE - METERS	-	15,000	0.00%
TRANSMISSION - SUBSTATIONS	-	55,000	0.00%
METER READING	50,074	52,954	5.75%
RIGHT OF WAY CREW	235,159	257,558	9.53%
DISTRIBUTION - TRANSFORMERS	-	32,500	0.00%
OTHER EXPENSES	1,200	1,200	0.00%
DEBT SERVICE	1,570,216	1,426,315	-9.16%
<b>TOTAL</b>	<b>20,297,549</b>	<b>20,810,029</b>	<b>2.52%</b>
TRANSFER TO GENERAL FUND	-	400,000	0.00%
TRANSFER TO ELECTRIC CAP PROJ FUND	227,500	1,160,000	409.89%
<b>TOTAL ELECTRIC FUND EXPENSES</b>	<b>20,525,049</b>	<b>22,370,029</b>	<b>8.99%</b>
<i>CONTINGENCY</i>	168,951	368,660	118.21%
<b>ELECTRIC FUND EXPENSES &amp; CONTINGENCY</b>	<b>20,694,000</b>	<b>22,738,689</b>	<b>9.88%</b>

### Electric Fund Graphs



**GENERAL CAPITAL PROJECTS FUND BUDGET SUMMARY**

<b>REVENUE GENERAL CAP PROJ FUND</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>% Change</b>
TRANSFER FROM GENERAL FUND	443,050	715,200	61.43%
<b>TOTAL GENERAL CAP PROJ FUND REVENUE</b>	<b>443,050</b>	<b>715,200</b>	<b>61.43%</b>
<b>EXPENDITURES GENERAL CAP PROJ FUND</b>			
<b>EXPENDITURES GENERAL CAP PROJ FUND</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>% Change</b>
CAPITAL OUTLAY	443,050	715,200	61.43%
<b>TOTAL GENERAL CAP PROJ FUND EXPENDITURES</b>	<b>443,050</b>	<b>715,200</b>	<b>61.43%</b>
CONTINGENCY	-	-	0.00%
<b>GENERAL CAP PROJ FUND EXPEND &amp; CONTINGENCY</b>	<b>443,050</b>	<b>715,200</b>	<b>61.43%</b>

**SOLID WASTE CAPITAL PROJECTS FUND BUDGET SUMMARY**

<b>REVENUE SOLID WASTE CAP PROJ FUND</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>% Change</b>
TRANSFER FROM SOLID WASTE FUND	50,000	160,000	220.00%
<b>TOTAL SOLID WASTE CAP PROJ FUND REVENUE</b>	<b>50,000</b>	<b>160,000</b>	<b>220.00%</b>
<b>EXPENDITURES SOLID WASTE CAP PROJ FUND</b>			
<b>EXPENDITURES SOLID WASTE CAP PROJ FUND</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>% Change</b>
CAPITAL OUTLAY	50,000	160,000	220.00%
<b>TOTAL SOLID WASTE CAP PROJ FUND EXPENDITURES</b>	<b>50,000</b>	<b>160,000</b>	<b>220.00%</b>
CONTINGENCY	-	-	0.00%
<b>SOLID WASTE CAP PROJ FUND EXPEND &amp; CONTINGENCY</b>	<b>50,000</b>	<b>160,000</b>	<b>220.00%</b>

**ELECTRIC CAPITAL PROJECTS FUND BUDGET SUMMARY**

<b>REVENUE ELECTRIC CAP PROJ FUND</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>% Change</b>
TRANSFER FROM ELECTRIC FUND	227,500	1,160,000	409.89%
<b>TOTAL ELECTRIC CAP PROJ FUND REVENUE</b>	<b>227,500</b>	<b>1,160,000</b>	<b>409.89%</b>
<b>EXPENDITURES ELECTRIC CAP PROJ FUND</b>			
<b>EXPENDITURES ELECTRIC CAP PROJ FUND</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>% Change</b>
CAPITAL OUTLAY	227,500	1,160,000	409.89%
<b>TOTAL ELECTRIC CAP PROJ FUND EXPENDITURES</b>	<b>227,500</b>	<b>1,160,000</b>	<b>409.89%</b>
CONTINGENCY	-	-	0.00%
<b>ELECTRIC CAP PROJ FUND EXPEND &amp; CONTINGENCY</b>	<b>227,500</b>	<b>1,160,000</b>	<b>409.89%</b>

# GENERAL FUND REVENUES

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>GENERAL FUND REVENUES</b>					
<b>10 - GENERAL FUND</b>					
10.451103	TRANSFER IN - WATER & SEWER	-7,203,818	-	-	-
<b>Total for: GENERAL FUND</b>		<b>-7,203,818</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>100011 - GEN GOVT - GENERAL REVENUE</b>					
100011.411101	CURRENT RE TAXES	1,533,468	1,489,038	1,404,163	1,407,661
100011.411102	DELINQUENT RE TAXES	14,830	787	15,000	15,000
100011.411201	CURRENT PUBLIC SERV TAXES	15,354	23,723	23,500	23,500
100011.411301	CURRENT PP TAXES	1,134,347	97,466	62,350	85,000
100011.411302	DELINQUENT PP TAXES	-1,638	1,936	1,650	1,650
100011.411601	PENALTIES	28,841	13,730	20,000	20,000
100011.411602	INTEREST	11,214	4,652	10,000	10,000
100011.412101	LOCAL SALES & USE TAX	181,660	181,294	240,000	240,000
100011.412301	CONTRACTOR	17,820	21,331	15,000	18,165
100011.412402	BANK FRANCHSE TAX	205,982	212,191	205,982	212,191
100011.412502	MOPED DECAL FEES	12	-	50	50
100011.412801	CIGARETTE & TOBACCO TAX	322,181	302,220	291,871	297,046
100011.412901	MEALS TAX	1,080,127	1,143,412	1,080,127	1,257,753
100011.412902	LODGING TAX	50,097	53,415	52,000	53,181
100011.415102	INTEREST ON INVESTMENTS	5,021	3,612	5,000	5,000
100011.415105	INTEREST ON CEMETERY A/C	-	-	20,000	20,000
100011.415106	INTEREST - REYNOLDS PARK FUND	-61	1,265	1,294	1,294
100011.416812	MISC SEWER	-	-666	-	-
100011.416813	MISC WATER	-	16	-	-
100011.416904	PROCEEDS - SALE OF ASSETS	10,850	11,952	10,400	10,400
100011.418401	REVENUE SHARING AGREEMENT	86,873	-	-	-
100011.418404	VOLUNTARY SETTLEMENT AGREEMT	821,050	750,000	750,000	750,000
100011.418405	PAYMENTS FROM BRWA	758,031	755,671	753,311	750,952
100011.418911	OTHER MISCELLANEOUS REVENUE	2,237	-13,860	2,000	2,000
100011.418924	SET-OFF DEBT ADMIN FEE	6,808	3,601	6,000	6,000
100011.422103	ROLLING STOCK TAX	13,304	12,596	12,600	12,600
100011.422109	COMMONWEALTH-CURRENT PP TAXES	280,647	280,647	280,647	280,647
100011.422111	AUTO RENTAL TAX	86,415	101,520	73,890	101,520
100011.422112	COMMUNICATION TAXES	102,417	141,284	105,400	141,284
<b>Total for: GEN GOVT - GENERAL REVENUE</b>		<b>6,767,888</b>	<b>5,592,834</b>	<b>5,442,235</b>	<b>5,722,894</b>

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>100012 - GEN GOVT - CHARGES FOR SERVICE</b>					
100012.415201	RENTAL-GENERAL PROPERTY	120,000	120,000	120,000	450,000
100012.415202	RENTAL-RECREATIONAL FACILITIES	495	-	-	-
100012.415203	RENTAL - LEASED PROPERTY	75,660	76,017	75,200	75,200
<b>Total for: GEN GOVT - CHARGES FOR SERVICE</b>		<b>196,155</b>	<b>196,017</b>	<b>195,200</b>	<b>525,200</b>
<b>100013 - GEN GOVT - OPER GRNTS &amp; CONTR</b>					
100013.423601	REGISTRAR/ELECTORAL BOARD	25,162	-	-	-
<b>Total for: GEN GOVT - OPER GRNTS &amp; CONTR</b>		<b>25,162</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>100032 - PUB SAFETY - CHRNG FOR SERVICE</b>					
100032.413101	ANIMAL LICENSES	4,170	4,600	5,200	5,200
100032.413305	TRANSFER FEES	-	-	150	150
100032.413307	ZONING AND USE PERMITS	2,120	1,690	2,900	2,900
100032.413319	SIGN PERMITS	200	225	300	300
100032.413327	SOLICITOR PERMITS	5	65	-	-
100032.413335	PLAT FEES	210	175	1,000	1,000
100032.413337	LOUDSPEAKER PERMITS	100	125	200	200
100032.413338	OTHER PERMITS	200	-	200	200
100032.414101	COURT FINES & FORFEITURES	69,799	53,920	70,000	70,000
100032.414102	PARKING FINES	9,981	10,615	12,400	12,400
100032.416302	POLICE-FINGERPRINTING FEES	670	850	500	500
100032.416403	EMS VEHICLE REGISTRATION	5,284	-	-	-
<b>Total for: PUB SAFETY - CHRNG FOR SERVICE</b>		<b>92,740</b>	<b>72,265</b>	<b>92,850</b>	<b>92,850</b>
<b>100033 - PUB SAFETY-OPER GRNTS &amp; CONTR</b>					
100033.422108	STATE AID - LAW ENFORCEMENT	243,700	243,700	243,701	243,701
100033.424053	REG CRASH TEAM 2013	11,808	-	-	-
100033.424054	DMV GRANT 2013	3,348	-	-	-
100033.424057	DMV GRANT 2014	3,793	4,653	-	-
100033.424191	ASSET FORFEITURE PROGRAM	855	-	-	-
100033.424201	STATE AID - FIRE TRAINING	687	-	17,000	17,000
100033.433136	BYRNE JUSTICE ASSISTANCE GRANT	-	-	3,208	-
100033.433158	DMV GRANT 2015 - ALCOHOL ENFOR	-	5,533	4,549	-
100033.433159	DMV GRANT 2015 - OCCUPANT PROT	-	685	1,679	-
100033.433160	DMV GRANT 2015 - SPEED ENFORCE	-	924	1,571	-

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>Total for: PUB SAFETY-OPER GRNTS &amp; CONTR</b>		<b>264,192</b>	<b>255,495</b>	<b>271,708</b>	<b>260,701</b>
<b>100042 - PUB WORKS - CHRGR FOR SERVICE</b>					
100042.419202	BRWA PAVING RECOVERY	-	23,691	-	-
<b>Total for: PUB WORKS - CHRGR FOR SERVICE</b>		<b>-</b>	<b>23,691</b>	<b>-</b>	<b>-</b>
<b>100043 - PUB WORKS - OPER GRNTS &amp; CONTR</b>					
100043.424301	STREET & HIGHWAY MAINTENANCE	1,246,014	1,302,934	1,303,000	1,303,000
100043.424303	VDOT REVENUE SHARING GRANT	5,753	207,116	-	-
<b>Total for: PUB WORKS - OPER GRNTS &amp; CONTR</b>		<b>1,251,767</b>	<b>1,510,050</b>	<b>1,303,000</b>	<b>1,303,000</b>
<b>100072 - PARKS - CHARGES FOR SERVICE</b>					
100072.416210	RECREATION - ATHLETIC FEES	4,915	-	-	-
100072.418906	SALE OF CEMETERY LOTS (30%)	6,804	9,048	7,500	7,500
100072.418912	GRAVE/MONUMENT SERVICE CHARGE	63,531	64,777	67,100	67,100
<b>Total for: PARKS - CHARGES FOR SERVICE</b>		<b>75,250</b>	<b>73,825</b>	<b>74,600</b>	<b>74,600</b>
<b>100083 - COMM DEV - OPER GRNTS &amp; CONTR</b>					
100083.418925	ARTS APPRECIATION GRANT	3,500	5,000	5,000	5,000
100083.424302	LITTER CONTROL	3,200	3,196	1,000	1,000
100083.424912	DOWNTOWN IMPROVEMENT GRANT	25,000	-	-	-
<b>Total for: COMM DEV - OPER GRNTS &amp; CONTR</b>		<b>31,700</b>	<b>8,196</b>	<b>6,000</b>	<b>6,000</b>
<b>100091 - NONDEPT - GENERAL REVENUE</b>					
100091.419204	RECOVERIES & REBATES	1,437	63,087	1,000	1,000
100091.419206	RECOVERED COSTS-FIRE DEPT	134,604	94,300	134,604	134,604
100091.441499	PY RESERVES	-	-	1,048,257	553,137
100091.451101	TRANSFER IN - ELECTRIC	400,000	-	-	400,000
100091.451103	TRANSFER IN - WATER & SEWER	8,796,084	-	-	-
<b>Total for: NONDEPT - GENERAL REVENUE</b>		<b>9,332,124</b>	<b>157,387</b>	<b>1,183,861</b>	<b>1,088,741</b>
<b>Total for: GENERAL FUND REVENUES</b>		<b>10,833,161</b>	<b>7,889,760</b>	<b>8,569,454</b>	<b>9,073,986</b>

# GENERAL FUND EXPENDITURES

# ADMINISTRATION

## MISSION

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It is the mission of the Town of Bedford to provide the best place to live, work, and play.

## DESCRIPTION

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The Town Manager is appointed by Council to serve the town for an indefinite term. Selected primarily on the basis of executive and administrative qualifications, the Town Manager directs and supervises the administration of all departments, offices and agencies of the Town, except as otherwise provided in the Town's Charter. The Town Manager implements town policy as determined by the Mayor and Town Council. The Town Manager is charged with advising the Town Council with regard to the financial condition of the town, its future needs, and all matters related to its proper administration. The Town Manager must propose and submit an annual budget to the Town Council and, once it is approved, is responsible for its implementation.

## GOALS

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**ECONOMIC GOAL 1:** Support retention and expansion of existing industries, businesses and services.

- *Objective 1: Insure that economic incentives apply to existing industry as well as new industry.*
- *Objective 2: Provide employment opportunities commensurate with the education, skill level and abilities of residents.*
- *Objective 3: Encourage environmentally compatible, mixed-use and adaptive reuse of historic structures and facilities.*
- *Objective 4: Facilitate brownfield development of former industrial sites.*

**ECONOMIC GOAL 2:** Diversify the economic base by attracting sustainable industries, businesses and services, which improve the mix of jobs, goods and services available to meet the needs of Town residents.

- *Objective 1: In conjunction with Bedford County, Region 2000 and the State, actively recruit technology-based manufacturing and businesses using applied technology.*
- *Objective 2: Ensure that proposed business or industrial development is consistent with the future land use plan and preserves the quality of the environment.*
- *Objective 3: Encourage business and industry that is consistent with the Town's ability to provide necessary utilities and community facilities.*
- *Objective 4: Consistent with land use planning, encourage retail and office development in clustered rather than strip pattern within the Town and Revenue Sharing areas.*
- *Objective 5: Maximize allowed and compatible uses of land areas to reduce future land use conflicts. Objective 6: Encourage development of a highly trained, educated and motivated workforce within the Town.*
- *Objective 7: Encourage adaptive reuse of historic buildings and facilities.*

**ECONOMIC GOAL 3:** Protect and expand public and private investments in Centertown Bedford.

- *Objective 1: Maintain Centertown Bedford as the hub of community activity by encouraging the location of government, retail, financial and professional services as well as its use for cultural, recreational, and educational programs.*
- *Objective 2: Strengthen the retail vitality of the Centertown area by encouraging recruitment of new businesses and expansion of existing ones.*
- *Objective 3: Increase investment in Centertown by supporting economic incentives, diversity and residential growth.*
- *Objective 4: Support the efforts of Bedford Main Street to revitalize the Centertown area.*
- *Objective 5: Preserve the integrity of the commercial blocks in the historic district.*
- *Objective 6: Continue to implement improvements detailed in the Centertown Plan.*

**ECONOMIC GOAL 4:** Support economic growth and tourism by capitalizing on the National D-Day Memorial, other regional visitor destinations and on the unique location of Bedford.

- *Objective 1: Strengthen tourism promotion activities in conjunction with Bedford County, Region 2000 and the State.*
- *Objective 2: Encourage expansion of hospitality industry development that attracts and serves tourists and visitors.*
- *Objective 3: Protect the site and scenic vistas of the National D-Day Memorial from encroachment.*
- *Objective 4: Preserve the scenic and historic character of Bedford.*

FINANCIAL SUMMARY

FUNCTIONAL AREA	FY 13/14 ACTUAL	FY 14/15 ACTUAL	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Town Council	27,104	34,586	39,454	39,455
Clerk of the Council	9,037	9,456	9,474	9,474
Other Legislative	940	665	5,000	7,000
Town Manager	146,915	146,991	151,630	157,307
Other Legal Services	37,089	1,129	40,000	10,000
Town Attorney	83,805	77,381	92,628	92,928
Personnel	43,517	43,674	48,900	51,050
Independent Auditor	43,000	39,600	40,990	42,220
Commissioner of the Revenue	408	0	0	0
<b>ADMINISTRATION TOTAL</b>	<b>391,815</b>	<b>353,482</b>	<b>428,076</b>	<b>409,434</b>

SERVICES

Town Admin - Town Council	The Town of Bedford operates with a council/manager form of government. Under this form of government, the elected governing body is responsible for establishing policy, passing ordinances, voting appropriations, and developing an overall vision for the town. The Council appoints a professional town manager to oversee the daily operations of the Town government and implement the policies they establish. The Town Manager is apolitical, and the Council represents the citizens. The Bedford Town Council is composed of elected members from whom a mayor and vice-mayor are selected. There are seven members of the Town Council, each elected for a four-year term.
Town Admin - Town Council Clerk	Provides for a Clerk to do Town Council duties. Program is responsible for agenda preparation, minutes' preparation, Council and Commissions oversight, advertising of public notices and record keeping for the Bedford Joint Economic Development Authority.
Town Admin - Town Manager's Office	Provides oversight for all town departments and operations, liaison with community agencies and other local government jurisdictions, serving on regional boards and commissions, supervision for executive level functions of strategic planning/performance management and community relations. Provides support to the Town Council provided by senior Town administrators including preparation for and participation in Council meetings and research and analysis of Council initiatives.
Town Admin - Economic Development	Directs the Town's public information and education program, manages special events; produces all town publications including educational, advertising and marketing materials; manages media relations. Manages citizen participation in town government activities and supports community partnerships to ensure meaningful public engagement in planning and policy development including master planning.
Town Admin - Town Attorney/Legal Services	Provides professional and timely legal representation and advice to the Town Council, the Planning Commission, the Town Manager, Town Departments, Town employees, and various boards and commissions. Majority of time and resources address legal review and/or preparation of Council agenda items; civil rights and personnel issues and disputes; risk management; zoning and land use matters; contract preparation, review and disputes; municipal finance; environmental law; legislative services; property acquisition; ordinance drafting; in-house publication and maintenance of the Town Municipal Code; local government taxation; code enforcement; and litigation.

Town Admin - Community Development Provides for the management and administrative support for all of the Community Development department's operation. Ensures department processes, policies, and procedures are current, coordinated, and effective for both staff and the general public. Provides for the maintenance of the Comprehensive Plan, including master plans and amendments to the Comprehensive Plan. Provides for the administration of the Building Regulations Ordinance, including permitting, fees, inspections, violations, and Certificates of Occupancy. Provides for the administration of the Zoning Ordinance, including appeals and variances, zoning inspections, zoning enforcement, proffer management, business clearances, building permit support, sign permits, temporary event permits, development right determinations, and for interpretations of the zoning ordinance. Provides for the review of all development applications as required by the Wastewater and Water, Subdivision, Water Protection, and Zoning Ordinances. This includes all subdivisions, site plans, re-zonings, special use permits, Certificates of Appropriateness, erosion and sediment control permits, storm-water management, subdivision and site bonds and inspections, groundwater assessments, and waivers or modifications of ordinance requirements.

Town Admin - Human Resources/Personnel Ensures compliance with federal, state and county employment regulations and provides training on workplace safety. Manages opportunities for cost containment to include workers compensation, unemployment insurance and wellness. Provides for an employee wellness program for County employees.

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>10011110 - TOWN COUNCIL</b>					
10011110.511000	COMPENSATION	22,500	25,750	29,000	29,000
10011110.521000	FICA	1,722	1,970	2,218	2,219
10011110.527000	WORKER'S COMPENSATION	36	35	36	36
10011110.552100	POSTAGE	48	28	200	200
10011110.555000	TRAINING EXPENSE	-	-	500	500
10011110.560143	MISCELLANEOUS EXPENSE	2,799	6,803	7,500	7,500
<b>Total for: TOWN COUNCIL</b>		<b>27,104</b>	<b>34,586</b>	<b>39,454</b>	<b>39,455</b>
<b>10011120 - CLERK OF COUNCIL</b>					
10011120.511000	COMPENSATION	8,314	8,314	8,314	8,314
10011120.521000	FICA	636	636	636	636
10011120.527000	WORKER'S COMPENSATION	14	10	14	14
10011120.560010	OFFICE SUPPLIES	73	407	360	360
10011120.560140	COMPUTER SUPPLIES	-	90	150	150
<b>Total for: CLERK OF COUNCIL</b>		<b>9,037</b>	<b>9,456</b>	<b>9,474</b>	<b>9,474</b>
<b>10011130 - OTHER LEGISLATIVE</b>					
10011130.531315	CODIFICATION OF ORDINANCE	940	665	5,000	7,000
<b>Total for: OTHER LEGISLATIVE</b>		<b>940</b>	<b>665</b>	<b>5,000</b>	<b>7,000</b>
<b>10011211 - TOWN MANAGER</b>					
10011211.511000	COMPENSATION	97,866	100,225	101,296	102,461
10011211.521000	FICA	7,278	7,440	7,749	7,838
10011211.522100	VRS - RETIREMENT	15,702	18,684	17,980	21,466
10011211.522150	VRS - LIFE INSURANCE	1,156	1,186	1,205	1,342
10011211.523000	HOSPITAL INSURANCE	10,219	11,195	11,063	11,363
10011211.527000	WORKER'S COMPENSATION	157	119	157	157
10011211.528700	SUPPLEMENTAL RETIRE - ICMA	1,096	1,080	1,080	1,080
10011211.533112	REPAIRS/MAINT - OFFICE EQUIP	-	-	100	100
10011211.552100	POSTAGE	278	87	300	300
10011211.552300	COMMUNICATIONS	1,301	826	2,100	2,100
10011211.555000	TRAINING EXPENSE	1,794	2,325	2,000	2,500
10011211.558100	DUES & ASSOC MEMBERSHIPS	846	1,318	1,700	1,700
10011211.560010	OFFICE SUPPLIES	1,345	254	800	800
10011211.560080	GASOLINE & OIL	1,461	1,249	1,300	1,300

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
10011211.560093	VEHICLE SUPPLIES & PARTS	3,813	67	700	700
10011211.560120	BOOKS & PUBLICATIONS	918	760	1,100	1,100
10011211.560140	COMPUTER SUPPLIES	238	177	500	500
10011211.560143	MISCELLANEOUS EXPENSE	1,445	-	500	500
<b>Total for: TOWN MANAGER</b>		<b>146,915</b>	<b>146,991</b>	<b>151,630</b>	<b>157,307</b>
<b>10011220 - OTHER LEGAL SERVICES</b>					
10011220.531500	LEGAL SERVICES	37,089	1,129	40,000	10,000
<b>Total for: OTHER LEGAL SERVICES</b>		<b>37,089</b>	<b>1,129</b>	<b>40,000</b>	<b>10,000</b>
<b>10011221 - TOWN ATTORNEY</b>					
10011221.511000	COMPENSATION	32,627	32,627	32,627	32,627
10011221.521000	FICA	2,531	2,378	2,496	2,496
10011221.523000	HOSPITAL INSURANCE	4,991	5,406	5,868	6,168
10011221.527000	WORKER'S COMPENSATION	37	34	37	37
10011221.531500	LEGAL SERVICES	1,285	800	-	-
10011221.531502	SPECIAL FEES	41,507	35,816	50,000	50,000
10011221.555000	TRAINING EXPENSE	826	-	500	500
10011221.558100	DUES & ASSOC MEMBERSHIPS	-	319	500	500
10011221.560120	BOOKS & PUBLICATIONS	-	-	600	600
<b>Total for: TOWN ATTORNEY</b>		<b>83,805</b>	<b>77,381</b>	<b>92,628</b>	<b>92,928</b>
<b>10011222 - PERSONNEL</b>					
10011222.528400	EMPLOYEE RECOGNITION	1,780	1,149	1,200	2,000
10011222.528500	HEPATITIS B VACCINATIONS	-	-	500	500
10011222.531100	MEDICAL EXAMINATIONS	3,029	2,905	4,500	4,500
10011222.531300	INSURANCE CONSULTING	1,192	158	1,500	1,500
10011222.531304	CREDIT REPORT/CRIMINAL REPORT	298	281	400	400
10011222.531308	WELLNESS PROGRAM	32,507	30,744	33,000	33,000
10011222.531404	PROFESSIONAL SERVICES	807	1,591	2,000	2,000
10011222.531500	LEGAL SERVICES	414	266	2,300	2,300
10011222.536000	ADVERTISING	3,043	6,583	3,500	3,500
10011222.555000	TRAINING EXPENSE	-	-	-	1,000
10011222.558100	DUES & ASSOC MEMBERSHIPS	-	-	-	350
10011222.560010	OFFICE SUPPLIES	448	-	-	-
<b>Total for: PERSONNEL</b>		<b>43,517</b>	<b>43,674</b>	<b>48,900</b>	<b>51,050</b>

	2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>10011224 - INDEPENDENT AUDITOR</b>				
10011224.531200    AUDITING SERVICES	43,000	39,600	40,990	42,220
<b>Total for: INDEPENDENT AUDITOR</b>	<b>43,000</b>	<b>39,600</b>	<b>40,990</b>	<b>42,220</b>
<b>10011231 - COMMISSIONER OF THE REVENUE</b>				
10011231.511000    COMPENSATION	(91)	-	-	-
10011231.513000    COMPENSATION - PART TIME	(37)	-	-	-
10011231.514000    COMPENSATION - TEMPORARY	-	-	-	-
10011231.521000    FICA	128	-	-	-
10011231.522100    VRS - RETIREMENT	(171)	-	-	-
10011231.522150    VRS - LIFE INSURANCE	(3)	-	-	-
10011231.523000    HOSPITAL INSURANCE	-	-	-	-
10011231.527000    WORKER'S COMPENSATION	-	-	-	-
10011231.531250    DATA PROCESSING SERVICES	-	-	-	-
10011231.533112    REPAIRS/MAINT - OFFICE EQUIP	-	-	-	-
10011231.552100    POSTAGE	-	-	-	-
10011231.552300    COMMUNICATIONS	81	-	-	-
10011231.555000    TRAINING EXPENSE	501	-	-	-
10011231.558100    DUES & ASSOC MEMBERSHIPS	-	-	-	-
10011231.560010    OFFICE SUPPLIES	-	-	-	-
10011231.560140    COMPUTER SUPPLIES	-	-	-	-
<b>Total for: COMMISSIONER OF THE REVENUE</b>	<b>408</b>	<b>-</b>	<b>-</b>	<b>-</b>

# FINANCE

## MISSION

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It is the mission of the Department of Finance to provide fiduciary responsibility to the citizens and taxpayers of the Town of Bedford to ensure that financial resources are collected, safe-guarded, maximized and dispersed in a fiscally judicious manner. As employees of the Town we provide optimal financial services to a wide range of constituents in a transparent and professional way that meets the expectations of those we serve while adhering to all current accounting and management standards.

## DESCRIPTION

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The function of this division is to administer the financial operations of the Town of Bedford by overseeing Budget Administration, Financial Accounting Processes, Treasury/Collector, Payroll Administration, Revenue Management, Utility Services, Debt Management, Risk Management, Procurement & Purchasing Services, and Financial Reporting. Compliance monitoring is done in all financial areas to conform Town operations to existing Federal, State, and local rules and regulations. It is the responsibility of the division to promote the fiscal soundness of the community so that its social, public safety, infrastructure and overall quality of life will be maintained at the high standard required and desired by its residents.

## GOALS

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1. Coordinate with the Town's auditors on audit schedules in an effort to expedite the audit process and reduce the time and expense needed to complete the Comprehensive Annual Financial Report.
2. To address auditors suggestions stemming from the previous fiscal year audit:
  - a. *Objective: Ensure compliance with separation of duties by implementing a mechanism of effective internal controls with an adequate division of responsibilities to diminish the potential for errors.*
  - b. *Objective: To work with the vendor of its Financial Management System to create a standardized protocol and reporting function for reconciliations of all significant assets and liability accounts.*
  - c. *Objective: To reduce the number of adjusting journal entries that must be made during the audit process.*
3. Be proactive by providing in advance accurate and timely financial reporting that complies with laws governing municipalities accounting and regulatory practices.
  - a. *Objective: Complete the monthly financial report for submission to Town Council Finance Committee no later than 15 business days after month-end close.*
  - b. *Objective: Improve the budget document so as to provide more meaningful information regarding department's mission and goals.*

4. Cross-train department staff to provide assistance, back-up coverage and enhanced customer service in all daily operations. Target key processes to automate in an effort to eliminate manual work.
5. Monitor enhancements to MUNIS financial package to utilize full capabilities of features so that tasks and processes result in improved efficiencies and cost savings.
6. Work to migrate fixed assets from spreadsheets into the current financial management system.

FINANCIAL SUMMARY

FUNCTIONAL AREA	FY 13/14 ACTUAL	FY 14/15 ACTUAL	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Treasurer/Collector	174,745	176,203	191,722	195,310
Finance Department	170,378	147,073	173,918	174,154
Other Gen & Financial Admin	10,095	13,009	10,735	10,735
<b>TOTAL FINANCE</b>	<b>355,218</b>	<b>336,285</b>	<b>376,375</b>	<b>380,199</b>

SERVICES

Budget Administration	The primary responsibility of the Budget Administration division is the development and management of the Town Budget, Capital Improvement Program, and the Five Year Plan. This division works with all other Town department's financial management personnel to produce the Fiscal Year Budget and all other required Federal/State budgetary reporting.
Financial Accounting Processes	Responsible for all accounts payable and accounts receivable processes for all Town Departments and Enterprise Funds. Provides for the maintenance of all official financial records. Responsible for compiling and filing all official reports pertaining to GAAP, GASB, FASB, State and Federal reporting requirements. Facilitates all recording and reporting of financial activity in current financial software package. Oversees financial interactions made by Town Departments and Enterprise Funds including issuance of general obligation debt, agency contributions, and grant assistance.
Treasury/Collector	The office of the Treasury/Collector is responsible for managing and directing the billing and collection of all real estate taxes, personal property taxes, motor vehicle excise taxes, solid waste charges, utility charges, electric charges, and the issuance of municipal lien certificates. The Treasurer also manages the Town's property which is in Tax Title or Foreclosure. Delinquent property is turned over to the Treasurer annually for nonpayment of taxes. The Collector facilitates a public auction or a disposition of foreclosed properties.

Payroll Administration	Responsible for the recording, processing, payments and administration of employee compensation for all Town Departments. Disburses all Federal, State, retirement and miscellaneous deductions & contributions for all staff. Responsible for all IRS reporting requirements and deadlines.
Revenue Management	Responsible for establishing revenue performance standards, tracking and reporting revenue, analyzing actual verses expected performance, and initiating corrective action on underperformance.
Utility Services	Responsible for the billing, processing, collection, service set-up/disconnect, data management, and customer service troubleshooting on all utility accounts.
Debt Management	Responsible for policy and practice related to the debt issuance process, debt payment oversight, management of debt portfolio, and adherence to debt issuance laws, restrictions and regulations.
Risk Management	Responsible to manage risk transfer by the acquisition of insurance -directly and indirectly via requirement of contract providers - related to worker safety, auto liability, property, general liability, compliance and regulatory liability.
Procurement & Purchasing Services	Responsible for the purchasing of all supplies, equipment and services required by all Town Departments, Enterprise Funds, and associated agencies. All purchases above \$5,000 are required by Town Code to follow the established Town Purchasing Policies. Facilitates the Sale of surplus property owned by the Town and Enterprise Funds. Maintains the Town's Fixed Asset System. Oversees Town credit card purchases and remittance.
Financial Reporting	Responsible for presenting financial statements that adhere to generally accepted accounting principles (GAAP) and to maintain continuity of information on operating performance and financial position on all local government and enterprise funds.

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>10011241 - TREASURER</b>					
10011241.511000	COMPENSATION	103,351	104,483	107,012	107,231
10011241.513000	COMPENSATION - PART TIME	(32)	-	-	-
10011241.521000	FICA	7,245	7,312	8,186	8,203
10011241.522100	VRS - RETIREMENT	16,441	19,669	18,995	22,465
10011241.522150	VRS - LIFE INSURANCE	1,216	1,248	1,273	1,405
10011241.523000	HOSPITAL INSURANCE	12,550	13,704	14,670	15,420
10011241.527000	WORKER'S COMPENSATION	136	123	136	136
10011241.531250	DATA PROCESSING SERVICES	-	-	1,000	1,000
10011241.531704	COLLECTION AGENCY FEES	(142)	(15)	100	100
10011241.533112	REPAIRS/MAINT - OFFICE EQUIP	-	1,125	2,500	2,500
10011241.536000	ADVERTISING	830	666	1,500	1,500
10011241.538137	DMV STOP FEES	(580)	320	500	500
10011241.552100	POSTAGE	15,158	11,155	16,500	16,500
10011241.552300	COMMUNICATIONS	1,439	1,822	1,750	1,750
10011241.553600	SURETY BONDS	934	-	-	1,000
10011241.555000	TRAINING EXPENSE	1,976	858	2,000	2,000
10011241.558100	DUES & ASSOC MEMBERSHIPS	250	225	500	500
10011241.560010	OFFICE SUPPLIES	1,818	1,545	2,500	2,500
10011241.560140	COMPUTER SUPPLIES	3,200	2,985	6,000	4,000
10011241.560144	DOG TAGS	745	480	600	600
10011241.560146	CIGARETTE STAMPS	8,208	8,498	6,000	6,000
<b>Total for: TREASURER</b>		<b>174,745</b>	<b>176,203</b>	<b>191,722</b>	<b>195,310</b>
<b>10011242 - FINANCE DEPARTMENT</b>					
10011242.511000	COMPENSATION	89,021	75,316	75,627	78,924
10011242.521000	FICA	5,029	5,765	5,785	6,038
10011242.522100	VRS - RETIREMENT	9,385	12,710	12,911	16,535
10011242.522150	VRS - LIFE INSURANCE	784	891	900	1,034
10011242.522160	VLDP-VRS HYBRID DISABILITY	-	114	-	-
10011242.522170	ICMA-HYBRID RETIREMENT	-	308	-	-
10011242.523000	HOSPITAL INSURANCE	4,566	7,568	8,215	8,635
10011242.523100	HOSPITAL - RETIRED EMPLOYEES	(520)	-	-	-
10011242.527000	WORKER'S COMPENSATION	152	89	152	160
10011242.531270	MISC ACCOUNTING SERVICES	10,210	11,563	14,000	14,000
10011242.531300	INSURANCE CONSULTING	9,799	6,604	15,500	8,000
10011242.531620	BOND TRUSTEE	590	600	300	300
10011242.533103	SOFTWARE/HARDWARE MAINT	24,495	14,884	19,978	19,978

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
10011242.533112	REPAIRS/MAINT - OFFICE EQUIP	-	-	400	400
10011242.535000	PRINTING AND BINDING	208	14	1,000	1,000
10011242.552100	POSTAGE	1,369	1,159	2,600	2,600
10011242.552300	COMMUNICATIONS	1,786	2,215	2,100	2,100
10011242.555000	TRAINING EXPENSE	2,559	415	3,300	3,300
10011242.555002	TRAINING - TOWN WIDE	-	152	-	-
10011242.558100	DUES & ASSOC MEMBERSHIPS	1,020	585	650	650
10011242.560010	OFFICE SUPPLIES	5,453	2,944	4,500	4,500
10011242.560017	ACCT ANALYSIS FEES	1,946	2,823	2,000	2,000
10011242.560120	BOOKS & PUBLICATIONS	8	-	500	500
10011242.560140	COMPUTER SUPPLIES	-	-	-	-
10011242.560141	DATA PROCESSING SUPPLIES	2,517	356	3,500	3,500
<b>Total for: FINANCE DEPARTMENT</b>		<b>170,378</b>	<b>147,073</b>	<b>173,918</b>	<b>174,154</b>
<b>10011260 - OTHER GEN &amp; FINANCIAL ADMIN</b>					
10011260.536100	GENERAL TOWN ADVERTISING	5,905	7,879	5,500	5,500
10011260.556529	DUES-CENTRAL VA PLAN DISTRICT	-	1,045	1,045	1,045
10011260.556531	DUES-VA MUNICIPAL LEAGUE	4,190	4,085	4,190	4,190
<b>Total for: OTHER GEN &amp; FINANCIAL ADMIN</b>		<b>10,095</b>	<b>13,009</b>	<b>10,735</b>	<b>10,735</b>

# INFORMATION TECHNOLOGY

**MISSION**

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To serve as core technical planning, implementation, and support for all Town departments.

**DESCRIPTION**

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Team of 2 carrying five primary roles: Technician, Software Support, Network and Systems Engineering, Database Administration, and Project Manager

**GOALS**

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1. To support existing Town infrastructure and employees.
2. To upgrade existing infrastructure to increase efficiency across the enterprise.
3. To train Town staff to use and improve existing and future technical tools.
4. To leverage technology and seek out new avenues to increase revenue, decrease costs, and provide better citizen service.

**FINANCIAL SUMMARY**

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FUNCTIONAL AREA	FY 13/14 ACTUAL	FY 14/15 ACTUAL	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Information Technology	122,593	130,765	169,801	171,894
<b>TOTAL I.T.</b>	<b>122,593</b>	<b>130,765</b>	<b>169,801</b>	<b>171,894</b>

**SERVICES**

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**Financial Services Support** This is a large program that encompasses support for Finance & Collections as well as all departments' interaction with those two. It includes management, configuration, control and upgrade of the primary financial package (Munis) as well as the utility billing package (PUBS), a variety of printing needs (bills, receipts, reports), report generation, end-user training and support, contract management, vendor interaction, payroll, file and database management and backup, and ultimately compliance with a variety of Federal & State laws. This also includes migration from one platform to another.

**PC Maintenance** This program represents the management and maintenance of all user desktop and laptop computers except for MDT's. This requires upgrading components, repairing or replacing broken hardware and peripherals (mice, video boards, hard drives, etc.), monitoring overall PC health and creating the replacement

schedule as a result of that.

PC Replacement	We replace roughly 25% of our desktop PC's every year. We build each new PC from a standard build up to whatever the end user needs. This program also includes replacing major pieces of other hardware (printers, monitors, etc.) This keeps our workstations up-to-date, efficient, and in-line with modern software.
Core Server Maintenance	Servers need constant operating system, peripheral, network and security updates during their lives and periodic hardware replacement or upgrade. This program encompasses all of those plus major software upgrades so that they are up to date for whatever their particular job is.
Core Server Replacement	Like PC's, servers must be replaced periodically. This program involves purchasing, provisioning, physically building, networking and setting up from bare metal purpose-driven high-performance machines to serve the Town's data requirements.
Cell Phone Management	This program provides mobile telephone service to Town employees. It involves provisioning the phones, negotiating the contract, reviewing vendors, programming the phones, education of end users, inventory of phones and peripherals, purchasing of peripherals and new phones, vendor management, and troubleshooting/repair of damaged phones. We also review and audit the cell phone bill.
Phone System Management	We manage the entire PBX (Private Business eXchange) for the Town government, including hardware, programming, maintenance, connections, contracts, voicemail, transmission and configuration and deployment of handsets. This involves managing contracts with phone system vendors, phone companies, and the Commonwealth. We program the core hardware and the phones themselves and manage the "switchboard", provision and maintain voicemail, develop all of the call routing patterns, deploy new features, manage extensions and all rules associated with them, work with line contractors to maintain the physical phone network, keep inventory, purchase new equipment as needed and upgrade the system when required. We also review and audit the phone bills from our primary and secondary carriers and maintain the POTS (Plain Old Telephone Service) lines (i.e., copper) and their associated devices.
Radio Programming & Management	Program, configure, and manage inventory of radios for departments other than the PD (who do their own). Coordinate with department heads and end users to program and deploy radios and radio updates.

Core Office Software Management	Every employee with a PC has a core suite of software for everyday productivity. This includes the MS Office suite as well as web browsers, plug-ins for video and audio, PDF software, printer configuration, etc. The purpose of this program is to deploy, update, and support this core suite of applications and help end-users with problems as time goes by.
Departmental Software Management	Each department has unique pieces of software to accomplish their core missions. This program involves learning each piece of software; installing, managing and upgrading that software; and developing and utilizing a support relationship with the software's manufacturer. Examples include Paperport, LiNX, RMS and GLINK in the PD; Itron MVRS, MARC, and meter management in the Electric Dept; Phoenix (gas pump software), All-Data and ShopDirector in Public Works; CIMS and eCIMS for the Cemeteries; Paradigm for Finance and the Landfill. This is not a comprehensive list; we manage over 60 separate software packages in the enterprise.
GIS Mapping & Management	This program is a cooperative endeavor with the County. Our responsibility is to coordinate with them, help manage hardware, help manage the software vendor relationships, manage upgrade and deployment projects in coordination with County IT, and provide and quality check Town data for the system. We also pay for a portion of the software and hardware. This is a citizen-facing as well as internal program.
User Training	We help train and coordinate training for users on hardware and software. This includes working with vendors' trainers, setting schedules, gathering materials, etc. and is done on both an individual and group basis.
E911 Technical Support	This program coordinates with County IT, the e911 center, the Bedford County Sheriff's Department, and our Town PD to support a variety of hardware and software at the e911 center. County IT is responsible for the financial costs but we help out with technical expertise. This involves part of managing the VPN, crime mapping, and the LiNX system.
Police Mobile Data Management/Support	In this program we support a police-specific set of PC's and their associated software. This involves setup and maintenance of the laptops themselves, set up and maintenance of their communications software, records management system software, air cards, and VPN.
Local Business Video Surveillance Support	Our department gets called in to work with the police to retrieve video footage from a wide variety of camera software systems owned by our local businesses. We then assist the police in being able to review the material, and in getting it ready for the Commonwealth's Attorney.

Printing Support & Management	In this program we support all enterprise-wide printing needs. This includes procurement, deployment, maintenance, configuration and end-user assistance for all printers, from the big multifunction Xerox machines to the receipt printers in the Treasurer's department.
Town Web Site	Managing all aspects of our Town web site is one of our public-facing programs. This tool is used to create our electronic government presence, inform the public of specific events as well as provide general information about our government, our town, and economic development opportunities. In practice it involves designing, coding, and updating the site, interaction with all departments and citizens, and maintaining the physical infrastructure for the site.
Other Town Public Information Tools	As a separate program, we provide information to the citizens in a variety of formats other than just the web site. Facebook, our public information channel (Channel 12), and occasional presentation projects for the citizens, council, business leaders, etc. We also assist the PD with their public notification and alert system and their newsletters, and the reverse 911 notifications.
Audio/Visual Support	In this program we procure, manage and set up a variety of audio-visual equipment for training, conferences, etc. for Town employees. We often assist in monitoring or connecting to on-line training and informational broadcasts. We also support video cameras and software for the PD and the FD, and sometimes create documentaries.
School Fiber Lease	We have a program where we lease dark fiber to the County School System through the local cable company. We manage the lease and any outages, as well as some on-site equipment that handles interconnect.
E-Mail	In this program we provide electronic mail to all employees. This involves installation, maintenance and upgrade of the equipment, the software that runs the mail system, as well as the end-user experience. Not only does this provide email, but also calendaring, appointment management, contacts, and some file sharing.
Core Network Management & Security	This program is a very behind the scenes program but critical to the enterprise. This involves the network management servers, the active directory domain that allows file sharing and common folders, the backup routines that ensure file integrity, the core switching that creates our actual network, the firewalls that maintain our security and federal compliance, the enterprise anti-virus that keeps our servers and pc's healthy, the interconnections between our various buildings, the wireless networks, and the management of our connections to the world. This program takes a significant amount of my time

and requires an advanced IT skill set.

Enterprise Support	This program encompasses a wide variety of "help desk" tasks and service we provide to end users with day to day tasks, small reports, minor log-in issues, etc. The work tickets associated with this program are usually short and some we don't even bother opening a ticket on, but we can get 10 - 20 of these a day. This takes a lot of our time, but this "hand-holding" is critical to the end users' daily work and experience.
Cable Franchise Management	We are tasked with managing the local cable franchise agreement; this program is very citizen-facing. This involves dealing with citizen complaints and the cable company representatives on a weekly basis, understanding and enforcing the terms of the cable franchise agreement, coordination with Council, and re-negotiating the franchise agreement every 5 - 7 years.
Economic Development	As part of the Community Development Department, we get involved in various technical and non-technical economic development initiatives. This involves working with citizens, businesses, and the town government and occasionally contractors.

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>10011261 - INFORMATION TECHNOLOGY</b>					
10011261.511000	COMPENSATION	51,474	57,407	61,195	54,156
10011261.521000	FICA	3,788	4,123	4,681	4,143
10011261.522100	VRS - RETIREMENT	8,022	10,410	10,862	11,346
10011261.522150	VRS - LIFE INSURANCE	590	661	728	709
10011261.523000	HOSPITAL INSURANCE	4,841	5,406	5,868	6,168
10011261.527000	WORKER'S COMPENSATION	72	61	72	72
10011261.531404	PROFESSIONAL SERVICES	289	350	2,000	2,000
10011261.533103	SOFTWARE/HARDWARE MAINT	16,359	22,095	30,295	37,000
10011261.533109	REPAIRS/MAINTENANCE - VEHICLES	1,067	-	500	500
10011261.533122	PHONE MAINTENANCE	1,173	3,170	5,000	6,000
10011261.533130	FIBER MAINTENANCE	3,036	-	-	-
10011261.533202	WIRE MAINTENANCE	939	715	1,000	1,000
10011261.533204	NETWORK MAINTENANCE CONTRACT	5,246	865	5,200	5,000
10011261.552100	POSTAGE	30	30	200	200
10011261.552300	COMMUNICATIONS	1,955	2,828	3,050	3,050
10011261.554100	LEASE/RENTAL OF EQUIPMENT	19,373	12,144	19,500	16,000
10011261.555000	TRAINING EXPENSE	1,994	-	1,000	1,000
10011261.555002	TRAINING - TOWN WIDE	64	-	1,000	1,000
10011261.560010	OFFICE SUPPLIES	148	10	250	250
10011261.560070	NETWORK MAINTENANCE SUPPLIES	996	-	1,000	1,000
10011261.560080	GASOLINE & OIL	-	-	200	200
10011261.560110	UNIFORMS	264	162	200	200
10011261.560140	COMPUTER SUPPLIES	670	23	900	500
10011261.560141	DATA PROCESSING SUPPLIES	99	-	100	-
10011261.581700	COMPUTER REPLACEMENTS	104	-	-	-
10011261.581701	IT EQUIPMENT REPLACEMENT	-	10,306	15,000	20,400
<b>Total for: INFORMATION TECHNOLOGY</b>		<b>122,593</b>	<b>130,765</b>	<b>169,801</b>	<b>171,894</b>

# PUBLIC SAFETY/JUDICIAL FUNCTIONAL AREA

## POLICE DEPARTMENT

### MISSION

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The Town of Bedford Police Department is dedicated to improving the quality of life by creating a safe environment in partnership with the diverse community we serve. We act with integrity to reduce fear and crime while treating all with respect, compassion and fairness to build trust.

### DESCRIPTION

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The Police Department coordinates public safety in the Town of Bedford. Through investigations, patrols, and community partnerships, the Police work to deter and prevent crime. The Police Department consists of twenty-four sworn police officers, two full time civilian support staff and one part time support staff.

### GOALS

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#### Annual Goals

1. Develop a recruitment and retention program and utilize that program to bring the department to full staffing levels.
2. Promote the philosophy of community engaged policing within the organization and encourage all personnel to participate.
3. Maximize Resources for delivery of quality public services.
4. Enhance Community Trust, Interaction and accountability.
5. Upgrade Equipment to improve the efficiency of the police staff.
6. Improve communication and streamline procedures within the police department.
7. Enhance Officer Safety, Fitness and Training

#### 2016-17 Specific Goals

1. The police Department will work to obtain the Crime Prevention Community designation.
2. Use Problem solving techniques to reduce calls for service and traffic crashes at identified high call locations by 10%.

3. Provide the community with more activities involving the police department and other town agencies to build relationships.
4. Upgrade worn and old equipment and upgrade equipment in facility.
5. Use available facility space more efficiently and effectively.

FINANCIAL SUMMARY

<b>FUNCTIONAL AREA</b>	<b>FY 13/14 ACTUAL</b>	<b>FY 14/15 ACTUAL</b>	<b>FY 15/16 ADOPTED</b>	<b>FY 16/17 ADOPTED</b>
Commonwealth’s Attorney	4,200	4,200	4,200	4,200
Police Department	1,963,573	1,739,337	2,008,315	2,027,048
County/Town Jail Operations	-13,192	0	500	500
Police Storage Facility	3,190	4,990	3,486	3,863
Dispatch & Communications	1,046	1,146	1,400	1,400
<b>TOTAL PUBLIC SAFETY</b>	<b>1,958,817</b>	<b>1,749,673</b>	<b>2,017,901</b>	<b>2,037,011</b>

SERVICES

COP Camp	One week camp for students aged 9 to 14. The camp provides a week of student/officer interaction with emphasis on gang resistance and drug resistance as well as information on how officers do their jobs.
Teen Police Academy	One week camp for High School Students ages 14 to 18. The camp provides a week of student/officer interaction with emphasis on careers in Law enforcement. The teens learn about numerous aspects of a career in Law Enforcement.
Drug/Narcotic Crimes Investigations	Enforce codes and ordinances related to the abuse, possession and sales of illegal drugs and narcotics.
Parking Enforcement	Assist with safe and orderly flow of traffic. Minimize abuse of parking privileges to help ensure adequate parking for downtown merchants and shoppers.
Deer Control	Management of the Deer Population to improve highway safety and reduce property damage.
Special Events Programs	This includes community events sponsored by the Police Dept. such as bike rodeos, Special Olympics Torch Run, Child Safety Seat Checks, and National Night Out.
Career Enhancement	Program for retention and hiring of officers. Rewards officers for obtaining and using needed skills.

Traffic/DUI  
Enforcement

Enhanced patrol and traffic checks to reduce traffic crashes caused by speed and intoxicated drivers. Program also includes occupant protection activities.

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>10011310 - ELECTORAL BOARD</b>					
10011310.552100	POSTAGE	23	-	-	-
10011310.552300	COMMUNICATIONS	46	-	-	-
10011310.560143	MISCELLANEOUS EXPENSE	152	-	-	-
<b>Total for: ELECTORAL BOARD</b>		<b>221</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>10011320 - REGISTRAR</b>					
10011320.513000	COMPENSATION - PART TIME	(23)	-	-	-
10011320.521000	FICA	23	-	-	-
10011320.522100	VRS - RETIREMENT	(64)	-	-	-
10011320.522150	VRS - LIFE INSURANCE	(1)	-	-	-
<b>Total for: REGISTRAR</b>		<b>-65</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>10022210 - COMMONWEALTH'S ATTORNEY</b>					
10022210.531502	SPECIAL FEES	4,200	4,200	4,200	4,200
<b>Total for: COMMONWEALTH'S ATTORNEY</b>		<b>4,200</b>	<b>4,200</b>	<b>4,200</b>	<b>4,200</b>
<b>10033110 - POLICE DEPARTMENT</b>					
10033110.511000	COMPENSATION	1,230,646	1,061,168	1,191,926	1,194,497
10033110.512000	COMPENSATION - OVERTIME	28,356	53,343	32,000	32,000
10033110.512100	COMPENSATION - SPECIAL EVENTS	7,287	4,499	8,000	8,000
10033110.513000	COMPENSATION - PART TIME	7,786	16,962	18,096	18,096
10033110.516000	COMPENSATION - COURT ATTEND	3,193	4,725	4,000	4,000
10033110.518500	CAREER ENHANCEMENT	-	-	-	10,000
10033110.521000	FICA	94,334	85,905	92,567	91,379
10033110.522100	VRS - RETIREMENT	181,712	178,149	204,851	238,490
10033110.522150	VRS - LIFE INSURANCE	13,740	11,577	13,863	14,913
10033110.523000	HOSPITAL INSURANCE	105,476	95,904	129,096	135,696
10033110.523100	HOSPITAL - RETIRED EMPLOYEES	6,888	1,703	-	-
10033110.527000	WORKER'S COMPENSATION	30,217	34,652	35,055	35,055
10033110.528650	LINE OF DUTY ACT EXPENDITURE	5,750	8,232	8,232	8,232
10033110.531100	MEDICAL EXAMINATIONS	1,004	1,423	1,600	1,000
10033110.531101	CORONER'S FEES	20	-	250	250
10033110.531411	NOTIFICATION SYSTEM SERVICE	3,900	-	-	-
10033110.533103	SOFTWARE/HARDWARE MAINT	6,393	11,459	12,000	16,000
10033110.533104	ELECTRONIC EQUIPMENT MAINT	1,103	2,108	3,000	3,000

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
10033110.533110	AUTO REPAIR - O'SIDE GARAGE	1,633	3,411	6,000	6,000
10033110.533117	TRAINING EQUIPMENT EXPENSE	10,128	3,264	17,490	12,000
10033110.551100	ELECTRIC	972	1,043	840	840
10033110.552100	POSTAGE	1,293	1,263	900	1,200
10033110.552300	COMMUNICATIONS	15,304	14,213	16,350	16,350
10033110.555000	TRAINING EXPENSE	28,934	22,846	34,620	34,000
10033110.557234	BYRNE JUSTICE ASSISTANCE GRANT	-	-	3,208	-
10033110.557255	REG CRASH TEAM 2013	6,204	-	-	-
10033110.557256	DMV GRANT 2013	5,682	-	-	-
10033110.557258	BYRNE JAG 12-L1191LO11	730	-	-	-
10033110.557261	DMV GRANT 2014	5,314	2,745	-	-
10033110.557263	BYRNE JAG 13-M1191LO12	4,038	-	-	-
10033110.557266	DMV GRANT 2015 - ALCOHOL ENFOR	-	6,166	4,549	-
10033110.557267	DMV GRANT 2015 - OCCUPANT PROT	-	1,321	1,679	-
10033110.557268	DMV GRANT 2015 - SPEED ENFORCE	-	1,429	1,571	-
10033110.557269	DMV GRANT-2016 ALCOHOL ENFORCE	-	-	6,720	-
10033110.557270	DMV GRANT-2016 SPEED ENFORCE	-	-	4,800	-
10033110.558100	DUES & ASSOC MEMBERSHIPS	2,059	1,942	1,650	1,650
10033110.560010	OFFICE SUPPLIES	5,550	4,847	5,000	10,000
10033110.560080	GASOLINE & OIL	70,116	45,308	60,500	55,500
10033110.560091	TIRES & TUBES	5,578	6,244	8,500	8,500
10033110.560092	GARAGE MATERIALS & SUPPLIES	77	62	850	850
10033110.560093	VEHICLE SUPPLIES & PARTS	12,641	8,927	10,000	10,000
10033110.560100	INVESTIGATIVE FUND	6,300	1,400	6,000	6,000
10033110.560101	INVESTIGATOR EQUIPMENT	2,096	600	2,000	2,000
10033110.560102	EXAMINATIONS	-	1,538	-	-
10033110.560103	ASSET FORFEITURE EXPEND	-	-	8,956	-
10033110.560105	DEER CONTROL PROGRAM	8,440	3,381	8,000	8,000
10033110.560106	CRIME PREVENTION WATCH	3,049	2,658	3,000	3,000
10033110.560110	UNIFORMS	23,724	16,374	24,000	24,000
10033110.560113	ASSET FORFEITURE - FEDERAL	-	-	46	-
10033110.560120	BOOKS & PUBLICATIONS	1,587	1,916	2,400	2,400
10033110.560148	BIKE SUPPLIES	703	374	750	750
10033110.560149	COP CAMP EXPENDITURES	9,545	9,471	9,600	9,600
10033110.560170	MATERIALS & SUPPLIES	4,071	4,790	3,800	3,800
<b>Total for: POLICE DEPARTMENT</b>		<b>1,963,573</b>	<b>1,739,337</b>	<b>2,008,315</b>	<b>2,027,048</b>

**10033320 - COUNTY/TOWN JAIL OPERATIONS**

10033320.538001	BOARD & CARE OF PRISONERS	-	-	500	500
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		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
10033320.570001	REGIONAL JAIL OPERATIONS	-13,192	-	-	-
<b>Total for: COUNTY/TOWN JAIL OPERATIONS</b>		<b>-13,192</b>	<b>-</b>	<b>500</b>	<b>500</b>
<b>10033510 - POLICE STORAGE FACILITY</b>					
10033510.533100	BUILDING & GROUNDS MAINTENANCE	99	1,668	1,000	500
10033510.551100	ELECTRIC	2,019	2,274	998	2,275
10033510.551300	WATER & SEWER	741	722	788	788
10033510.551450	REFUSE TIPPING FEE	21	21	100	-
10033510.560080	GASOLINE & OIL	52	-	-	-
10033510.560170	MATERIALS & SUPPLIES	259	304	600	300
<b>Total for: POLICE STORAGE FACILITY</b>		<b>3,190</b>	<b>4,990</b>	<b>3,486</b>	<b>3,863</b>
<b>10033560 - DISPATCH &amp; COMMUNICATIONS</b>					
10033560.533105	REPAIRS - HELM STREET BUILDING	127	-	300	300
10033560.551100	ELECTRIC	408	436	500	500
10033560.556539	BREMS	511	710	600	600
<b>Total for: DISPATCH &amp; COMMUNICATIONS</b>		<b>1,046</b>	<b>1,146</b>	<b>1,400</b>	<b>1,400</b>

## PUBLIC SAFETY/JUDICIAL FUNCTIONAL AREA

# FIRE DEPARTMENT

### MISSION

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To preserve life and property through rapid emergency response, public education, organizational preparedness, and planning.

### DESCRIPTION

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The Fire Department's core services include fire suppression, technical rescue, medical emergency services, and risk reduction through public education. The Fire Department consists of forty-two volunteer firefighters, a part-time apparatus mechanic, and the Fire Chief.

### GOALS

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#### **On-Going Goals**

1. Evolve as an organization to continually meet the needs and expectations of our community, residents, and visitors.
2. Monitor trends within and throughout the fire service to improve efficiency and effectiveness.
3. Utilizing social media outlets and other recruitment and retention tools, improve methods to retain volunteers to continue the fire department's 128 year tradition of excellence while serving in a volunteer capacity.
4. Evaluate all apparatus and vehicles and update CIP to reflect overall department requirements.

#### **2016-2017 Specific Goals**

1. Replace twenty-six year-old ¾ ton truck that is used to perform hydrant maintenance, pull the remote access vehicle (RAV) trailer, and for snow removal.
2. Replace a thirty-five year old emergency generator used to power fire station during power outages.
3. Implement electronic reporting for Fire and EMS incidents.
4. Develop a Fire Department strategic plan.

FINANCIAL SUMMARY

<b>FUNCTIONAL AREA</b>	<b>FY 13/14 ACTUAL</b>	<b>FY 14/15 ACTUAL</b>	<b>FY 15/16 ADOPTED</b>	<b>FY 16/17 ADOPTED</b>
Emergency Services	972	899	0	0
Fire Department	249,424	398,853	267,967	240,556
Ambulance & Rescue Services	368	12,453	0	0
<b>TOTAL FIRE &amp; RESCUE</b>	<b>250,764</b>	<b>412,205</b>	<b>267,967</b>	<b>240,556</b>

SERVICES

Fire & EMS Service Delivery	Provides fire protection, emergency medical services, rescue and mitigation of hazardous situations.
Public Education	Provides fire-related public education. Some examples are: evacuation planning, severe weather preparedness and special event planning.

	2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>10033180 - EMERGENCY SERVICES</b>				
10033180.552300 COMMUNICATIONS	972	899	-	-
<b>Total for: EMERGENCY SERVICES</b>	<b>972</b>	<b>899</b>	<b>-</b>	<b>-</b>
<b>10033210 - FIRE DEPARTMENT</b>				
10033210.511000 COMPENSATION	24,962	28,191	28,758	29,102
10033210.518400 COMPENSATION - HYDRANT MAINTEN	-	-	5,000	5,000
10033210.521000 FICA	1,910	2,157	2,200	2,226
10033210.527000 WORKER'S COMPENSATION	2,523	7,183	6,777	7,128
10033210.528650 LINE OF DUTY ACT EXPENDITURE	4,320	5,460	5,460	5,460
10033210.531100 MEDICAL EXAMINATIONS	3,156	4,663	5,000	5,000
10033210.533100 BUILDING & GROUNDS MAINTENANCE	25,968	28,076	25,000	25,000
10033210.533109 REPAIRS/MAINTENANCE - VEHICLES	19,260	(14,150)	15,000	15,000
10033210.533128 AIR PACK MAINTENANCE	3,411	7,749	4,000	3,000
10033210.533129 PUMP TESTING	400	3,431	2,000	2,000
10033210.551100 ELECTRIC	15,355	15,698	14,595	14,595
10033210.551210 PROPANE FUEL	14,849	11,452	7,000	7,000
10033210.551300 WATER & SEWER	3,040	1,449	3,045	3,045
10033210.552300 COMMUNICATIONS	5,860	5,617	5,000	5,000
10033210.552301 RADIO COMMUNICATIONS	7,366	8,911	8,000	8,000
10033210.555000 TRAINING EXPENSE	1,902	2,818	7,000	7,000
10033210.556510 FIRE TRAINING CENTER	4,200	3,430	-	-
10033210.556534 DFP AID TO LOCALITIES	14,779	2,967	35,132	17,000
10033210.557265 FEMA FIREFIGHTERS GRANT	-	173,733	-	-
10033210.560045 EMS SUPPLIES	4,761	5,715	6,000	6,000
10033210.560076 SPECIAL OPERATIONS EQUIPMENT	3,658	2,913	2,500	2,500
10033210.560080 FUEL	17,391	15,172	20,000	18,000
10033210.560091 TIRES	5,594	2,523	3,000	4,000
10033210.560093 VEHICLE SUPPLIES & PARTS	13,122	20,147	10,000	10,000
10033210.560111 PERSONNEL EQUIPMENT	10,279	10,450	8,000	8,000
10033210.560112 TURN OUT GEAR	19,210	20,610	18,000	18,000
10033210.560120 BOOKS & PUBLICATIONS	144	511	500	500
10033210.560147 ISO EQUIPMENT	2,264	2,639	2,000	2,000
10033210.560160 FIRE PREVENTION	1,586	-	1,000	1,000
10033210.560170 MATERIALS & SUPPLIES	15,738	16,885	15,000	7,000
10033210.560192 HAND TOOL REPLACEMENT	917	1,039	1,500	1,500
10033210.560200 APPRECIATION DINNER	1,500	1,413	1,500	1,500
10033210.582129 HOSE & EQUIPMENT	-	-	-	-

	2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>Total for: FIRE DEPARTMENT</b>	249,424	398,853	267,967	240,556
<b>10033230 - AMBULANCE &amp; RESCUE SERVICES</b>				
10033230.556509    CONTRIBUT-BEDFORD LIFESAVING CR	368	12,453	-	-
<b>Total for: AMBULANCE &amp; RESCUE SERVICES</b>	368	12,453	-	-

# PUBLIC WORKS

## MISSION

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It is the mission of the Public Works Department to provide the best customer service in the most efficient way to external and internal customers.

## DESCRIPTION

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The Public Works division is organized into six different operations:

- **Automotive Maintenance**
- **Engineering**
- **Grounds Maintenance**
- **Recycling**
- **Refuse Collection**
- **Street Maintenance**

**Automotive Maintenance:** The automotive maintenance operation performs routine maintenance, inspections and repairs to all town owned vehicles and equipment. Ranging from police cars, bulldozers, and trash trucks to lawnmowers and weed eaters.

**Grounds Maintenance:** The grounds maintenance operation is responsible for cutting grass and any landscaping for all town owned buildings and schools, cemeteries, parks, and various right-of-ways within the Town. They also setup decorations downtown for Memorial Day, Labor Day, Veterans Day and July 4th, in addition to the wonderful Christmas light display in Liberty Lake Park.

**Recycling:** The recycling operation is a residential recycling drop off center located at 856 Orange Street which allows Town residents access to conveniently recycle a full range of materials including paper, plastics, glass and cardboard. The recyclables are hauled to a recycling facility where they are processed.

**Refuse Collection:** The refuse collection operation is a curb side service that is responsible for collecting refuse from households and businesses and hauling the waste to the Town Landfill. This service is provided once per week. The Town of Bedford also offers special refuse collection services such as: Spring Cleanup Week, year round brush collection and bulk leaf collection in the fall.

**Street Maintenance:** The street maintenance operation is responsible for repairing pavement failures such as cracks and potholes, constructing and repairing storm sewers, and removing ice and snow from the roadways during winter storms.

**Engineering:** The Engineering Division's responsibilities include designing, implementing and inspecting public works projects such as roads, storm drainage systems, and sidewalks. This division also surveys public works project sites and prepares easements for public works projects, in addition; they also review site plans, and enforce property maintenance issues. The Department also assists with planning, economic development, the zoning department, and code compliance issues. This department reviews site plans and plat surveys, works with businesses looking to relocate or establish themselves in Bedford, works with the community to develop and update the Comprehensive Plan, administers the Land

Development Regulations and Zoning and enforces the Town Code as well as working with the County to enforce the Uniform Statewide Building Code (USBC).

GOALS

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**LAND USE GOAL 1:** Encourage an orderly, efficient and environmentally appropriate land use pattern.

- *Objective 1: Promote balanced growth through land use planning that allows for a diversity of land uses.*
- *Objective 2: Ensure development that is compatible with adjacent land uses in terms of its design.*
- *Objective 3: Promote land use immediately outside Bedford Town limits that is compatible with adjacent land use in the Town.*
- *Objective 4: Ensure that future development is compatible with available transportation and community facilities.*
- *Objective 5: Enact design standards for streets and scenic vistas that preserve the Town’s unique character and visual identity.*
- *Objective 6: Promote installation of sidewalks, curbs, gutters, and trees on all existing streets within Town limits.*

**LAND USE GOAL 2:** Maintain and strengthen the availability of land for future residential, commercial and industrial growth.

- *Objective 1: Expand the commercial and industrial base in the Town of Bedford.*
- *Objective 2: Promote residential land use of diverse densities to attract investment from all possible sectors of the free market.*
- *Objective 3: Maintain and develop community facilities that will meet the future needs of Bedford’s citizens, both individual and corporate.*
- *Objective 4: Allow for expansion of existing residential, commercial and industrial uses.*

**CONSERVATION GOAL 1:** Make wise use of the Town’s historic resources, including significant sites, buildings, structures and landscape features.

- *Objective 1: Enhance and make wise use of Bedford’s historic character.*
- *Objective 2: Ensure a pattern of development that is consistent in its design with Bedford’s historic district.*
- *Objective 3: Encourage private sector improvement of substandard and historically significant houses through increased use of public incentives.*
- *Objective 4: Encourage events and activities that celebrate the Town’s heritage.*

FINANCIAL SUMMARY

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FUNCTIONAL AREA	FY 13/14 ACTUAL	FY 14/15 ACTUAL	FY 15/16 ADOPTED	FY 16/17 ADOPTED
General Administration	221,698	173,107	183,578	206,872
General Engineering	219,716	145,738	19,907	7,781

Highways, Streets & Bridges	914,053	295,517	571,500	493,037
VA Dept of Transportation (VDOT)	0	722,557	1,304,365	1,026,413
Storm Drainage	83,430	0	68,559	68,559
Snow & Ice Removal	30,177	43,721	12,900	12,900
Old Landfill Monitoring	94,535	102,505	130,621	229,350
General Properties	572,788	572,418	688,812	702,887
Maintenance of Municipal Bldg	137,743	136,333	127,905	152,905
Maintenance of Motor Vehicles	106,707	111,992	116,433	120,889
<b>TOTAL PUBLIC WORKS</b>	<b>2,380,847</b>	<b>2,303,888</b>	<b>3,224,580</b>	<b>3,021,593</b>

SERVICES

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Paving/Milling	To overlay streets with asphalt which are failing and in need of repair. We receive VDOT maintenance funds for this program.
Bridge Inspections	Bridges and certain culverts are to be inspected annually for safety.
Guardrail, Curb and Gutter, Sidewalk Maintenance	Repair and replace damaged guardrail, curb and gutter, and sidewalk annually.
Storm Drainage Projects	Repair and replace damaged storm drain drop inlets and pipes that are vital to street drainage.
Crosswalk Improvements and Line painting	Remark street lines and crosswalks for safety purposes.
VDOT Revenue Sharing	To construct street projects that benefit the community. This program is a 50/50 share with VDOT. Currently working on Ole Turnpike Rd. Ext.
VDOT Enhancement Project	To improve the ingress and egress to Centertown. Also involves landscaping, signage, and lighting where needed.
Street Light Replacement	Repair and replace old inefficient lights located within the street right-of-ways.
Code Enforcement Administration	To ensure that all Federal, State, and Town Codes are enforced within the Town.
Highways, Streets, and Bridges Administration	To ensure that all VDOT requirements are met to keep the Town's transportation system safe and running smoothly.
Planning and Development	Administer, enforce, and interpret the Land Development Regulations which include development, zoning, and subdivision regulations.

Administration	To plan, organize, supervise, and coordinate all work and record keeping for the division.
Motor Vehicles	To maintain and repair the fleet of vehicles and equipment owned by the Town.
Snow and Ice Removal	Clear roads and sidewalks during inclement weather.

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>10044110 - GENERAL ADMINISTRATION</b>					
10044110.511000	COMPENSATION	124,640	93,960	89,231	104,197
10044110.521000	FICA	8,909	6,921	6,826	7,971
10044110.522100	VRS - RETIREMENT	19,975	16,014	15,729	21,829
10044110.522150	VRS - LIFE INSURANCE	1,471	1,016	1,062	1,365
10044110.523000	HOSPITAL INSURANCE	11,158	9,401	15,257	16,037
10044110.527000	WORKER'S COMPENSATION	1,388	1,653	1,388	1,388
10044110.533100	BUILDING & GROUNDS MAINTENANCE	16,546	7,429	12,000	12,000
10044110.533121	RADIO MAINTENANCE	-	614	500	500
10044110.551100	ELECTRIC	13,914	13,903	12,705	12,705
10044110.551300	WATER & SEWER	2,785	2,455	2,730	2,730
10044110.552100	POSTAGE	1,718	1,730	2,000	2,000
10044110.552300	COMMUNICATIONS	1,835	3,288	1,750	1,750
10044110.554100	LEASE/RENTAL OF EQUIPMENT	1,754	2,688	2,000	2,000
10044110.555000	TRAINING EXPENSE	760	331	5,000	5,000
10044110.558100	DUES & ASSOC MEMBERSHIPS	221	189	600	600
10044110.560010	OFFICE SUPPLIES	590	533	800	800
10044110.560080	GASOLINE & OIL	2,107	2,086	1,500	1,500
10044110.560092	GARAGE MATERIALS & SUPPLIES	11,519	8,647	12,000	12,000
10044110.560093	VEHICLE SUPPLIES & PARTS	408	249	500	500
<b>Total for: GENERAL ADMINISTRATION</b>		<b>221,698</b>	<b>173,107</b>	<b>183,578</b>	<b>206,872</b>
<b>10044115 - GENERAL ENGINEERING</b>					
10044115.511000	COMPENSATION	93,920	38,035	-	-
10044115.521000	FICA	6,569	2,908	-	-
10044115.522100	VRS - RETIREMENT	14,916	7,340	-	-
10044115.522150	VRS - LIFE INSURANCE	1,100	454	-	-
10044115.523000	HOSPITAL INSURANCE	9,782	5,406	-	-
10044115.527000	WORKER'S COMPENSATION	1,456	1,153	-	-
10044115.531407	BRIDGE INSPECTION	3,240	-	-	-
10044115.533102	EQUIPMENT MAINTENANCE & REPAIR	144	500	500	500
10044115.533103	SOFTWARE/HARDWARE MAINT	-	2,795	2,795	2,931
10044115.533121	RADIO MAINTENANCE	-	-	90	90
10044115.552100	POSTAGE	36	4	100	100
10044115.552300	COMMUNICATIONS	1,786	1,300	900	1,300
10044115.555000	TRAINING EXPENSE	189	380	500	500
10044115.560013	ENGINEER'S SUPPLIES	1,745	-	800	800
10044115.560080	GASOLINE & OIL	1,522	1,363	1,000	1,500

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
10044115.560093	VEHICLE SUPPLIES & PARTS	52	96	60	60
10044115.560172	MATERIALS & SUPPLIES/SIDEWALKS	83,259	84,003	13,162	-
<b>Total for: GENERAL ENGINEERING</b>		<b>219,716</b>	<b>145,738</b>	<b>19,907</b>	<b>7,781</b>
 <b>10044120 - HIGHWAYS, STREETS &amp; BRIDGES</b>					
10044120.511000	COMPENSATION	144,650	143,102	200,791	173,081
10044120.512000	COMPENSATION - OVERTIME	3,287	2,295	20,000	20,000
10044120.512100	COMPENSATION - SPECIAL EVENTS	6,684	4,725	5,000	5,000
10044120.514000	COMPENSATION - TEMPORARY	-	1,646	20,000	20,000
10044120.521000	FICA	11,317	10,797	15,360	13,241
10044120.522100	VRS - RETIREMENT	20,792	24,996	34,812	36,260
10044120.522150	VRS - LIFE INSURANCE	1,687	1,665	2,389	2,267
10044120.523000	HOSPITAL INSURANCE	25,187	23,438	41,076	37,008
10044120.527000	WORKER'S COMPENSATION	12,860	12,218	12,860	12,860
10044120.533102	EQUIPMENT MAINTENANCE & REPAIR	16,026	10,070	15,000	15,000
10044120.533110	AUTO REPAIR - O'SIDE GARAGE	-	-	1,000	1,000
10044120.533118	GUARDRAIL/REPLACE MAINTENANCE	-	(800)	39,180	-
10044120.533121	RADIO MAINTENANCE	-	-	500	500
10044120.551460	TIPPING FEE - CLEAN UP WK	-	-	3,000	3,000
10044120.560072	SMALL EQUIPMENT & TOOLS	79	196	500	500
10044120.560073	SAFETY EQUIPMENT & SUPPLIES	1,904	1,896	2,000	2,000
10044120.560080	GASOLINE & OIL	114	54,679	75,000	75,000
10044120.560091	TIRES & TUBES	3,621	1,857	2,500	2,500
10044120.560093	VEHICLE SUPPLIES & PARTS	1,896	2,093	2,000	2,000
10044120.560110	UNIFORMS	4,880	2,003	6,500	6,500
10044120.560142	FLAG SUPPLIES	-	-	5,000	500
10044120.560173	MATERIALS & SUPPLIES/STREETS	50,082	3,052	-	-
10044120.560175	MATERIALS & SUPPLIES/SIGN SHOP	5,900	(4,412)	4,412	2,200
10044120.560178	BLACKTOP	539,034	-	62,620	62,620
10044120.560179	MILLING OF STREETS	64,054	-	-	-
<b>Total for: HIGHWAYS, STREETS &amp; BRIDGES</b>		<b>914,053</b>	<b>295,517</b>	<b>571,500</b>	<b>493,037</b>
 <b>10044121 - VA DEPT OF TRANSPORTATION</b>					
10044121.511000	COMPENSATION	-	58,428	57,614	60,670
10044121.521000	FICA	-	3,814	4,407	4,641
10044121.522100	VRS - RETIREMENT	-	10,587	10,226	12,710
10044121.522150	VRS - LIFE INSURANCE	-	684	686	795
10044121.523000	HOSPITAL INSURANCE	-	5,406	5,868	6,168

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
10044121.527000	WORKER'S COMPENSATION	-	143	998	998
10044121.531407	BRIDGE INSPECTION	-	3,274	4,140	2,500
10044121.533118	GUARDRAIL/REPLACE MAINTENANCE	-	22,020	66,360	35,000
10044121.551100	ELECTRIC	-	238,479	202,500	238,500
10044121.560170	MATERIALS & SUPPLIES	-	1,299	1,500	1,500
10044121.560171	MATERIALS & SUPPLIES/CURBS	-	-	7,808	7,808
10044121.560172	MATERIALS & SUPPLIES/SIDEWALKS	-	-	150,000	64,000
10044121.560173	MATERIALS & SUPPLIES/STREETS	-	27,391	66,123	66,123
10044121.560175	MATERIALS & SUPPLIES/SIGN SHOP	-	2,961	33,539	30,000
10044121.560178	BLACKTOP	-	267,280	532,720	300,000
10044121.560179	MILLING OF STREETS	-	-	60,000	60,000
10044121.560195	STORM DRAINAGE PROJECTS	-	-	67,000	100,000
10044121.581985	STREET LIGHTING MAINTENANCE	-	80,791	32,875	35,000
<b>Total for: VA DEPT OF TRANSPORTATION</b>		-	<b>722,557</b>	<b>1,304,365</b>	<b>1,026,413</b>
<b>10044131 - STORM DRAINAGE</b>					
10044131.560195	STORM DRAINAGE PROJECTS	83,430	-	68,559	68,559
<b>Total for: STORM DRAINAGE</b>		<b>83,430</b>	-	<b>68,559</b>	<b>68,559</b>
<b>10044132 - STREET LIGHTS</b>					
10044132.551100	ELECTRIC	214,433	-	-	-
10044132.551105	ELECTRIC - DD LIGHTS	4,452	-	-	-
<b>Total for: STREET LIGHTS</b>		<b>218,885</b>	-	-	-
<b>10044133 - SNOW &amp; ICE REMOVAL</b>					
10044133.511000	COMPENSATION	254	-	-	-
10044133.512000	COMPENSATION - OVERTIME	18,105	21,781	2,500	2,500
10044133.521000	FICA	1,329	1,604	400	400
10044133.522100	VRS - RETIREMENT	45	-	-	-
10044133.522150	VRS - LIFE INSURANCE	3	-	-	-
10044133.523000	HOSPITAL INSURANCE	2,081	2,086	-	-
10044133.560170	MATERIALS & SUPPLIES	8,360	18,250	10,000	10,000
<b>Total for: SNOW &amp; ICE REMOVAL</b>		<b>30,177</b>	<b>43,721</b>	<b>12,900</b>	<b>12,900</b>
<b>10044240 - OLD LANDFILL MONITORING</b>					
10044240.531401	GROUNDWATER MONITORING-OLD	14,350	23,920	30,150	52,050

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
10044240.551100	ELECTRIC	689	639	500	500
10044240.559010	CORRECTIVE MEASURE-OLD LANDFIL	87,466	86,800	99,971	176,800
<b>Total for: OLD LANDFILL MONITORING</b>		<b>94,535</b>	<b>102,505</b>	<b>130,621</b>	<b>229,350</b>
<b>10044320 - GENERAL PROPERTIES</b>					
10044320.511000	COMPENSATION	188,679	196,744	234,764	232,184
10044320.512000	COMPENSATION - OVERTIME	7,126	11,766	8,000	12,000
10044320.512100	COMPENSATION - SPECIAL EVENTS	-	-	4,000	4,000
10044320.514000	COMPENSATION - TEMPORARY	85,414	78,561	62,000	62,000
10044320.521000	FICA	13,973	15,129	17,959	17,762
10044320.522100	VRS - RETIREMENT	28,303	35,245	41,002	48,642
10044320.522150	VRS - LIFE INSURANCE	2,195	2,318	2,794	3,042
10044320.522160	VLDP-VRS HYBRID DISABILITY	-	66	-	-
10044320.522170	ICMA-HYBRID RETIREMENT	-	110	-	-
10044320.523000	HOSPITAL INSURANCE	28,687	30,904	41,076	43,176
10044320.527000	WORKER'S COMPENSATION	8,559	7,809	8,559	9,151
10044320.533100	BUILDING & GROUNDS MAINTENANCE	1,783	11,147	16,000	16,000
10044320.533102	EQUIPMENT MAINTENANCE & REPAIR	7,311	6,973	8,000	8,000
10044320.533103	SOFTWARE/HARDWARE MAINT	-	4,192	5,589	5,861
10044320.533110	AUTO REPAIR - O'SIDE GARAGE	1,570	943	700	700
10044320.533111	REPAIRS - FARMERS MARKET	1,981	6	2,000	2,000
10044320.533120	MONUMENT MARKER REPAIR	965	(160)	1,000	1,000
10044320.533121	RADIO MAINTENANCE	-	-	600	600
10044320.533200	GROUNDS MAINTENANCE CONTRACTS	-	-	8,000	8,000
10044320.533400	TREE CARE - PARKS	267	-	750	750
10044320.533401	TREE CARE - CEMETERIES	500	-	750	750
10044320.533402	TREE CARE - TOWN WIDE	2,321	-	750	750
10044320.539001	CONTRACT SERVICES	8,180	-	36,140	36,140
10044320.551100	ELECTRIC	1,976	2,156	1,785	1,785
10044320.551105	ELECTRIC - DD LIGHTS	-	-	4,250	4,250
10044320.551300	WATER & SEWER	2,101	1,994	2,888	2,888
10044320.551450	REFUSE TIPPING FEE	394	4	-	-
10044320.552100	POSTAGE	-	-	100	100
10044320.552300	COMMUNICATIONS	1,178	664	750	750
10044320.553800	GENERAL LIABILITY INSURANCE	148,211	139,062	148,211	148,211
10044320.558100	DUES & ASSOC MEMBERSHIPS	-	-	50	50
10044320.560071	MAINTENANCE SUPPLIES	-	539	4,000	4,000
10044320.560073	SAFETY EQUIPMENT & SUPPLIES	578	849	520	520
10044320.560080	GASOLINE & OIL	11,036	6,404	10,500	10,500

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
10044320.560082	PARKS - MAINTENANCE	265	200	2,500	2,500
10044320.560091	TIRES & TUBES	3,277	3,869	2,000	2,000
10044320.560110	UNIFORMS	1,474	2,519	3,000	3,000
10044320.560150	COLUMBARIUM MARKERS	240	-	825	825
10044320.560170	MATERIALS & SUPPLIES	14,244	12,405	7,000	9,000
<b>Total for: GENERAL PROPERTIES</b>		<b>572,788</b>	<b>572,418</b>	<b>688,812</b>	<b>702,887</b>
<b>10044340 - MAINTENANCE OF MUNICIPAL BLDG</b>					
10044340.511000	COMPENSATION	419	-	-	-
10044340.521000	FICA	46	-	-	-
10044340.522100	VRS - RETIREMENT	65	-	-	-
10044340.522150	VRS - LIFE INSURANCE	7	-	-	-
10044340.523000	HOSPITAL INSURANCE	81	-	-	-
10044340.533100	BUILDING & GROUNDS MAINTENANCE	51,202	43,549	40,000	60,000
10044340.551100	ELECTRIC	73,813	75,551	73,605	73,605
10044340.551300	WATER & SEWER	5,421	6,852	5,250	5,250
10044340.552300	COMMUNICATIONS	1,897	2,397	2,500	2,500
10044340.560010	OFFICE SUPPLIES	3,717	3,071	2,550	2,550
10044340.560050	JANITORIAL SUPPLIES	1,074	4,732	4,000	4,000
10044340.560110	UNIFORMS	-	11	-	-
10044340.581136	GENERATOR	-	-	-	5,000
10044340.582930	ADA IMPROVEMENTS	-	169	-	-
<b>Total for: MAINTENANCE OF MUNICIPAL BLDG</b>		<b>137,743</b>	<b>136,333</b>	<b>127,905</b>	<b>152,905</b>
<b>10044350 - MAINTENANCE OF MOTOR VEHICLES</b>					
10044350.511000	COMPENSATION	73,746	76,215	77,635	78,520
10044350.512000	COMPENSATION - OVERTIME	2,762	1,110	3,000	3,000
10044350.521000	FICA	5,319	5,285	5,939	6,007
10044350.522100	VRS - RETIREMENT	11,790	14,204	13,780	16,450
10044350.522150	VRS - LIFE INSURANCE	870	901	924	1,029
10044350.523000	HOSPITAL INSURANCE	9,087	10,242	11,736	12,336
10044350.527000	WORKER'S COMPENSATION	1,819	2,029	1,819	1,947
10044350.560110	UNIFORMS	714	982	1,000	1,000
10044350.560193	TOOL ALLOWANCE	600	600	600	600
<b>Total for: MAINTENANCE OF MOTOR VEHICLES</b>		<b>106,707</b>	<b>111,570</b>	<b>116,433</b>	<b>120,889</b>

## OTHER ECONOMIC/COMMUNITY DEVELOPMENT

<b>FUNCTIONAL AREA</b>	<b>FY 13/14 ACTUAL</b>	<b>FY 14/15 ACTUAL</b>	<b>FY 15/16 ADOPTED</b>	<b>FY 16/17 ADOPTED</b>
Community Development	149,251	162,797	239,548	254,541
Bedford Elementary School	14,460	0	0	0
Bedford Middle School	-567	1,500	20,000	366,000
Recreation	82,004	38,006	36,103	36,103
Planning	10	14	500	6,000
Zoning Board	66	0	225	1,000
Economic Development	408,287	88,274	35,650	13,550
Support Civic & Community Organ.	22,715	22,555	87,231	95,500
Soil & Water Conservation District	2,000	2,000	0	0
Other Non-departmental	17,032	9,663	86,200	21,200
Debt Service	1,521,609	1,352,634	1,210,898	1,204,205
Transfers	0	0	443,050	815,200
<b>OTHER TOTAL</b>	<b>2,216,867</b>	<b>1,677,443</b>	<b>2,159,405</b>	<b>2,813,299</b>

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>10033420 - COMMUNITY DEVELOPMENT</b>					
10033420.511000	COMPENSATION	107,482	112,644	153,686	155,453
10033420.521000	FICA	7,479	7,816	11,757	11,892
10033420.522100	VRS - RETIREMENT	17,134	20,963	27,279	32,567
10033420.522150	VRS - LIFE INSURANCE	1,272	1,330	1,829	2,036
10033420.523000	HOSPITAL INSURANCE	8,559	9,461	16,137	16,962
10033420.527000	WORKER'S COMPENSATION	168	133	168	735
10033420.533103	SOFTWARE/HARDWARE MAINT	-	4,192	4,192	4,396
10033420.533121	RADIO MAINTENANCE	-	-	500	-
10033420.552100	POSTAGE	1,746	1,788	1,000	1,000
10033420.552300	COMMUNICATIONS	1,066	1,859	1,000	1,000
10033420.555000	TRAINING EXPENSE	-	-	-	1,500
10033420.558100	DUES & ASSOC MEMBERSHIPS	1,765	1,220	700	700
10033420.559016	DEMOLITION OF STRUCTURE	1,585	695	20,000	25,000
10033420.560010	OFFICE SUPPLIES	994	696	800	800
10033420.560016	PLAT SPLIT FEES	-	-	500	500
<b>Total for: COMMUNITY DEVELOPMENT</b>		<b>149,251</b>	<b>162,797</b>	<b>239,548</b>	<b>254,541</b>
<b>10066400 - SCHOOLS - BEDFORD ELEM SCHOOL</b>					
10066400.511000	COMPENSATION	10,931	-	-	-
10066400.514000	COMPENSATION - TEMPORARY	881	-	-	-
10066400.521000	FICA	1,119	-	-	-
10066400.522100	VRS - RETIREMENT	62	-	-	-
10066400.522150	VRS - LIFE INSURANCE	26	-	-	-
10066400.523000	HOSPITAL INSURANCE	323	-	-	-
10066400.533100	BUILDING & GROUNDS MAINTENANCE	216	-	-	-
10066400.551400	REFUSE COLLECTION FEE	274	-	-	-
10066400.552300	COMMUNICATIONS	628	-	-	-
<b>Total for: SCHOOLS - BEDFORD ELEM SCHOOL</b>		<b>14,460</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>10066450 - SCHOOLS - BEDFORD MIDDLE SCH</b>					
10066450.531404	PROFESSIONAL SERVICES	-	-	-	20,000
10066450.533100	BUILDING & GROUNDS MAINTENANCE	-841	1,500	20,000	20,000
10066450.551400	REFUSE COLLECTION FEE	274	-	-	-
10066450.555604	RESTRICTED EXPENSE	-	-	-	326,000

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>Total for: SCHOOLS - BEDFORD MIDDLE SCH</b>		<b>-567</b>	<b>1,500</b>	<b>20,000</b>	<b>366,000</b>
<b>10077111 - PARKS/RECREATION</b>					
10077111.511000	COMPENSATION	21,994	-	-	-
10077111.521000	FICA	1,709	-	-	-
10077111.522100	VRS - RETIREMENT	2,609	-	-	-
10077111.522150	VRS - LIFE INSURANCE	198	-	-	-
10077111.523000	HOSPITAL INSURANCE	2,424	-	-	-
10077111.539002	CONTRACT SERVICES - YMCA	850	750	1,000	1,000
10077111.539005	ATHLETIC SERVICES	195	-	-	-
10077111.551100	ELECTRIC	25,240	25,945	24,308	24,308
10077111.551300	WATER & SEWER	8,045	5,700	8,295	8,295
10077111.551400	REFUSE COLLECTION FEE	-	14	-	-
10077111.551450	REFUSE TIPPING FEE	2,663	230	2,500	2,500
10077111.552100	POSTAGE	38	-	-	-
10077111.552300	COMMUNICATIONS	1,086	367	-	-
10077111.558413	ATHLETIC MATERIALS & SUPPLIES	14,693	-	-	-
10077111.560010	OFFICE SUPPLIES	153	-	-	-
10077111.560080	GASOLINE & OIL	106	-	-	-
10077111.560130	PROGRAM EXPENDITURES	-	5,000	-	-
<b>Total for: RECREATION</b>		<b>82,004</b>	<b>38,006</b>	<b>36,103</b>	<b>36,103</b>
<b>10077140 - CEMETERIES</b>					
10077140.533103	SOFTWARE/HARDWARE MAINT	-	1,398	-	-
10077140.551450	REFUSE TIPPING FEE	14	-	-	-
10077140.552300	COMMUNICATIONS	36	47	-	-
<b>Total for: CEMETERIES</b>		<b>49</b>	<b>1,445</b>	<b>-</b>	<b>-</b>
<b>10088110 - PLANNING</b>					
10088110.531404	PROFESSIONAL SERVICES	-	-	-	2,500
10088110.535000	PRINTING AND BINDING	10	14	500	500
10088110.555000	TRAINING EXPENSE	-	-	-	2,000
10088110.555000	FUTURE PLANNING	-	-	-	1,000
<b>Total for: PLANNING</b>		<b>10</b>	<b>14</b>	<b>500</b>	<b>6,000</b>
<b>10088140 - ZONING BOARD</b>					
10088140.555000	TRAINING EXPENSE	66	-	225	1,000

	2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>Total for: ZONING BOARD</b>	<b>66</b>	<b>-</b>	<b>225</b>	<b>1,000</b>
<b>10088150 - ECONOMIC DEVELOPMENT</b>				
10088150.555000 TRAINING EXPENSE	228	-	500	-
10088150.556515 MAIN STREET PROJECT	30,000	30,000	-	-
10088150.556517 REGION 2000	7,874	-	-	-
10088150.556537 D-DAY MEMORIAL EXPENDITURE	10,000	12,000	-	-
10088150.556538 WHARTON GARDENS	6,000	7,000	-	-
10088150.556545 PP TAX PAYMENT TO CO	283,044	-	-	-
10088150.556546 SHARED SERVICES SETTLE-UP	13,162	-	-	-
10088150.557239 ARTS APPRECIATION GRANT	7,000	10,000	-	-
10088150.570002 TOURISM	44,729	29,142	35,150	13,550
10088150.581933 ECONOMIC DEVELOPMENT FUND	6,250	-	-	-
10088150.582919 ENTERPRISE ZONE MAINTENANCE	-	132	-	-
<b>Total for: ECONOMIC DEVELOPMENT</b>	<b>408,287</b>	<b>88,274</b>	<b>35,650</b>	<b>13,550</b>
<b>10088170 - SUPPORT CIVIC &amp; COMM ORGANIZ</b>				
10088170.556501 BEDFORD TOWN/CO MUSEUM	7,500	7,500	7,500	7,500
10088170.556508 BEDFORD CHAMBER OF COMMERCE	2,500	2,500	3,000	3,000
10088170.556509 CONTRIB-BEDFORD LIFESAVING CR	-	-	10,000	11,000
10088150.556515 MAIN STREET PROJECT	-	-	30,000	34,000
10088170.556532 BEDFORD RIDE PROGRAM	7,665	8,500	8,500	8,500
10088170.556537 D-DAY MEMORIAL EXPENDITURE	-	-	9,000	9,000
10088170.556538 WHARTON GARDENS	-	-	6,000	6,500
10088170.557239 ARTS APPRECIATION GRANT	-	-	10,000	15,000
10088170.558401 KEEP BEDFORD BEAUTIFUL COMM	5,050	4,055	3,231	1,000
<b>Total for: SUPPORT CIVIC &amp; COMM ORGANIZ</b>	<b>22,715</b>	<b>22,555</b>	<b>87,231</b>	<b>95,500</b>
<b>10088240 - SOIL &amp; WATER CONSERV DISTRICT</b>				
10088240.556530 DUES-PEAKS OF OTTER	2,000	2,000	-	-
<b>Total for: SOIL &amp; WATER CONSERV DISTRICT</b>	<b>2,000</b>	<b>2,000</b>	<b>-</b>	<b>-</b>
<b>10099140 - OTHER NONDEPARTMENTAL</b>				
10099140.526000 UNEMPLOYMENT INSURANCE	15,596	8,706	35,000	20,000
10099140.558300 INTEREST ON UTILITY DEPOSITS	813	364	500	500
10099140.560014 WIRE FEES	623	593	700	700

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
10099140.590001	CONTINGENCY	-	-	50,000	-
<b>Total for: OTHER NONDEPARTMENTAL</b>		<b>17,032</b>	<b>9,663</b>	<b>86,200</b>	<b>21,200</b>
<b>10099500 - DEBT SERVICE</b>					
10099500.591117	REDEMPTION - W/S 2001A	-	90,000	90,000	90,000
10099500.591118	REDEMPTION - W/S 2002A	-	143,315	143,315	143,315
10099500.591120	REDEMPTION - W/S 98 WASTEWATER	291,083	298,406	305,912	313,608
10099500.591121	REDEMPTION - WELCOME CENTER	170,000	-	-	-
10099500.591124	REDEMPTION - 97 GYM ISSUE	75,000	75,000	75,000	75,000
10099500.591137	REDEMPTION - W/S STONEY CRK 2011	80,000	80,000	80,000	80,000
10099500.591138	REDEMPTION - 2008 SERIES	128,643	132,391	-	-
10099500.591139	REDEMPTION - W/S2010 REFUNDING	160,000	170,000	175,000	180,000
10099500.591140	REDEMPTION - 2011 REFUNDING	72,292	74,624	76,956	79,288
10099500.591142	REDEMPTION - W/S 2008 SERIES	296,207	65,169	67,528	69,972
10099500.591220	INTEREST - W/S 98 WASTEWATER	48,892	41,569	34,062	26,367
10099500.591221	INTEREST - WELCOME CENTER	3,077	-	-	-
10099500.591224	INTEREST - 97 GYM ISSUE	15,750	13,500	11,250	9,000
10099500.591237	INTEREST - W/S STONEY CRK 2011	-	92,689	90,329	87,969
10099500.591238	INTEREST - 2008 SERIES	7,795	3,873	-	-
10099500.591239	INTEREST - W/S 2010 REFUNDING	109,823	16,405	10,360	3,218
10099500.591240	INTEREST - 2011 REFUNDING	33,296	31,164	28,964	26,692
10099500.591241	BOND ISSUE-REBATE REPORTS	2,900	-	-	-
10099500.591242	INTEREST - W/S 2008 SERIES	26,851	24,530	22,222	19,777
<b>Total for: DEBT SERVICE</b>		<b>1,521,609</b>	<b>1,352,634</b>	<b>1,210,898</b>	<b>1,204,205</b>
<b>10099600 - TRANSFERS</b>					
10099600.592001	TRANSFER TO SOLID WASTE FUND	-	-	-	100,000
10099600.592016	TRANS TO GENERAL CAP PROJ	-	-	443,050	715,200
<b>Total for: TRANSFERS</b>		<b>-</b>	<b>-</b>	<b>443,050</b>	<b>815,200</b>

# DEBT SERVICE

## OUTSTANDING LONG-TERM DEBT OBLIGATIONS

Issue	Description	Issue Date	Retire Date	Interest Rate	Original Issue	Balance as of 06/30/2016*	FY 2017 Payment Due
1996 Taxable EL Lease (Electric Fund)	Distribution Facilities, Lease Back Equipment, (APCO)	1996	2026	7.800%	2,630,000	1,560,000	110,000
1998 WWTP Upgrade (General Fund)	Wastewater Treatment Plant expansion	2000	2019	2.500%	5,222,022	1,132,579	313,608
1999 Literary (Gym) (General Fund)	Bedford Middle School Gym	1998	2019	3.000%	1,500,000	300,000	75,000
2001A VRA W&S (General Fund)	Pump Station, I & I Improvements	2001	2022	0.000%	1,800,000	540,000	90,000
2002A VRA W&S (General Fund)	I & I Improvements	2002	2022	0.000%	2,866,300	931,547	143,315
2008 Series W&S (General Fund)	Draper Road, 460 West Water & Sewer Lines	2008	2023	3.620%	1,024,912	546,326	69,972
2008 Series Electric (Electric Fund)	Power Sales Contract	2008	2023	3.620%	3,332,933	1,672,054	214,153
2010 Series W&S Ref (General Fund)	Refunding of 2002 Issue - 460 East Water & Sewer Lines	2010	2017	3.200% - 3.500%	1,015,000	180,000	180,000
2011 Old SW (General Fund)	Closing costs for old landfill	2011	2026	2.950%	1,272,689	904,816	79,288
2011 Solid Waste (Solid Waste Fund)	Old SW bond and Draper Rd 460 Sewer Lines	2011	2026	2.950%	910,311	647,184	56,712
2011 W&S (General Fund)	Stoney Creek Reservoir	2011	2026	2.950%	3,302,000	2,982,000	80,000
2016 AMP BAN Ref (Electric Fund)	Refund Electric System Improvement & Expansion 2005, 2005B, & Centerville Circuit I	2016	2026	1.000% - 1.500%	8,770,000	8,561,743	833,028

\*Figure does not include future interest.

### OUTSTANDING LONG-TERM DEBT OBLIGATIONS GENERAL FUND

FISCAL YEAR	GLTDG GO ISSUE			GLTDG GO ISSUE			TOTAL PRINCIPAL GO ISSUES	TOTAL GLTDG	
	1999 LITERARY (GYM) PRINCIPAL	1999 LITERARY (GYM) INTEREST	1999 LITERARY (GYM) DEBT SERV	2011 - OLD SOLID WASTE PRINCIPAL	2011 - OLD SOLID WASTE INTEREST	2011 - OLD SOLID WASTE DEBT SERV		TOTAL INTEREST GO ISSUES	TOTAL DEBT SERV GO ISSUES
2016-17	75,000	9,000	84,000	79,288	26,692	105,980	154,288	35,692	189,980
2017-18	75,000	6,750	81,750	81,620	24,353	105,973	156,620	31,103	187,723
2018-19	75,000	4,500	79,500	83,952	21,945	105,897	158,952	26,445	185,397
2019-20	75,000	2,250	77,250	86,284	19,469	105,753	161,284	21,719	183,003
2020-21				88,616	16,923	105,539	88,616	16,923	105,539
2021-22				91,531	14,309	105,840	91,531	14,309	105,840
2022-23				94,446	11,609	106,055	94,446	11,609	106,055
2023-24				96,778	8,823	105,601	96,778	8,823	105,601
2024-25				99,693	5,968	105,661	99,693	5,968	105,661
2025-26				102,608	3,027	105,635	102,608	3,027	105,635
2026-27									
2027-28									
2028-29									
2029-30									
<b>TOTAL</b>	<b>300,000</b>	<b>22,500</b>	<b>322,500</b>	<b>904,816</b>	<b>153,118</b>	<b>1,057,934</b>	<b>1,204,816</b>	<b>175,618</b>	<b>1,380,434</b>

## OUTSTANDING LONG-TERM DEBT OBLIGATIONS SOLID WASTE FUND

FISCAL YEAR	ENTERPRISE G O ISSUE		2011 SOLID WASTE DEBT SERV
	2011 SOLID WASTE PRINCIPAL	2011 SOLID WASTE INTEREST	
2016-17	56,712	19,092	75,804
2017-18	58,380	17,419	75,799
2018-19	60,048	15,697	75,745
2019-20	61,716	13,925	75,641
2020-21	63,384	12,105	75,489
2021-22	65,469	10,235	75,704
2022-23	67,554	8,304	75,858
2023-24	69,222	6,310	75,532
2024-25	71,307	4,268	75,575
2025-26	73,392	2,165	75,557
2026-27			
2027-28			
2028-29			
2029-30			
<b>TOTAL</b>	<b>647,184</b>	<b>109,520</b>	<b>756,704</b>

## OUTSTANDING LONG-TERM DEBT OBLIGATIONS ELECTRIC FUND

FISCAL YEAR	ENTERPRISE G O ISSUE			ENTERPRISE REVENUE			ENTERPRISE REVENUE			TOTAL ELECTRIC ENTERPRISE PRINCIPAL	TOTAL ELECTRIC ENTERPRISE INTEREST	TOTAL ELECTRIC ENTERPRISE DEBT SERV
	2008 SERIES ELECTRIC PRINCIPAL	2008 SERIES ELECTRIC INTEREST	2008 SERIES ELECTRIC DEBT SERV	1996 Taxable EL Lease PRINCIPAL	1996 Taxable EL Lease INTEREST	1996 Taxable EL Lease DEBT SERV	2016 AMP BAN REFUNDING PRINCIPAL	2016 AMP BAN REFUNDING INTEREST*	2016 AMP BAN REFUNDING DEBT SERV			
2016-17	214,153	60,528	274,681	110,000	119,688	229,688	833,028	88,918	921,946	1,157,181	269,134	1,426,315
2017-18	221,905	52,776	274,681	115,000	111,097	226,097	838,937	94,473	933,410	1,175,842	258,346	1,434,188
2018-19	229,938	44,743	274,681	125,000	101,921	226,921	849,484	83,926	933,410	1,204,422	230,589	1,435,012
2019-20	238,262	36,419	274,681	135,000	91,963	226,963	860,164	73,246	933,410	1,233,426	201,628	1,435,054
2020-21	246,887	27,794	274,681	145,000	81,224	226,224	870,978	62,432	933,410	1,262,865	171,450	1,434,315
2021-22	255,824	18,857	274,681	160,000	69,509	229,509	881,928	51,483	933,410	1,297,752	139,849	1,437,600
2022-23	265,085	9,596	274,681	170,000	56,818	226,818	893,015	40,395	933,410	1,328,100	106,809	1,434,909
2023-24				185,000	43,346	228,346	904,242	29,168	933,410	1,089,242	72,514	1,161,756
2024-25				200,000	28,507	228,507	915,610	17,800	933,410	1,115,610	46,307	1,161,917
2025-26				215,000	12,691	227,691	922,614	6,289	928,903	1,137,614	18,981	1,156,595
2026-27												
2027-28												
2028-29												
2029-30												
<b>TOTAL</b>	<b>1,672,054</b>	<b>250,713</b>	<b>1,922,767</b>	<b>1,560,000</b>	<b>716,763</b>	<b>2,276,763</b>	<b>8,770,000</b>	<b>548,131</b>	<b>9,318,131</b>	<b>12,002,054</b>	<b>1,515,607</b>	<b>13,517,661</b>

\*Interest rate is subject to change based on the terms of the Bond Anticipation Note annual renewal.

## OUTSTANDING LONG-TERM DEBT OBLIGATIONS OLD WATER & SEWER

FISCAL YEAR	ENTERPRISE G.O. ISSUE			ENTERPRISE G.O. ISSUE			ENTERPRISE G.O. ISSUE			ENTERPRISE G.O. ISSUE			ENTERPRISE G.O. ISSUE			ENTERPRISE G.O. ISSUE			TOTAL W & S ENTERPRISE PRINCIPAL	TOTAL W & S ENTERPRISE INTEREST	TOTAL W & S ENTERPRISE DEBT SERV	
	1998 WWTP UPGRADE PRINCIPAL	1998 WWTP UPGRADE INTEREST	1998 WWTP UPGRADE DEBT SERV	2001A VRA W & S	2001A VRA W & S	2001A VRA W & S	2002A VRA W & S	2002A VRA W & S	2002A VRA W & S	2008 SERIES WATER & SEWER PRINCIPAL	2008 SERIES WATER & SEWER INTEREST	2008 SERIES WATER & SEWER DEBT SERV	2010 SERIES W & S REFUNDING PRINCIPAL	2010 SERIES W & S REFUNDING INTEREST	2010 SERIES W & S REFUNDING DEBT SERV	2011 SERIES W & S PRINCIPAL	2011 SERIES W & S INTEREST	2011 SERIES W & S DEBT SERV				
2016-17	313,608	26,367	339,975	90,000	0	90,000	143,315	0	143,315	69,972	19,777	89,749	180,000	3,217	183,217	80,000	87,969	167,969	933,607	156,422	1,090,029	
2017-18	321,497	18,477	339,974	90,000	0	90,000	143,315	0	143,315	72,505	17,244	89,749				80,000	85,609	165,609	765,697	138,749	904,446	
2018-19	329,585	10,390	339,975	90,000	0	90,000	143,315	0	143,315	75,130	14,619	89,749				80,000	83,249	163,249	778,078	123,955	902,033	
2019-20	167,889	2,099	169,988	90,000	0	90,000	143,315	0	143,315	77,849	11,900	89,749				61,000	80,889	141,889	601,769	108,813	710,582	
2020-21				90,000	0	90,000	143,315	0	143,315	80,668	9,082	89,750				233,000	79,090	312,090	610,367	100,277	710,644	
2021-22				90,000	0	90,000	143,315	0	143,315	83,588	6,161	89,749				240,000	72,216	312,216	622,372	88,612	710,984	
2022-23							71,657	0	71,657	86,614	3,135	89,749				409,000	65,136	474,136	634,825	76,575	711,400	
2023-24																582,000	53,071	635,071	651,222	59,381	710,603	
2024-25																600,000	35,901	635,901	671,307	40,169	711,476	
2025-26																617,000	18,201	635,201	690,392	20,366	710,758	
2026-27																						
2027-28																						
2028-29																						
2029-30																						
<b>TOTAL</b>	<b>1,132,579</b>	<b>57,333</b>	<b>1,189,912</b>	<b>540,000</b>	<b>0</b>	<b>540,000</b>	<b>931,547</b>	<b>0</b>	<b>931,547</b>	<b>546,326</b>	<b>81,918</b>	<b>628,244</b>	<b>180,000</b>	<b>3,217</b>	<b>183,217</b>	<b>2,982,000</b>	<b>661,331</b>	<b>3,643,331</b>	<b>6,959,636</b>	<b>913,319</b>	<b>7,872,955</b>	

## OUTSTANDING LONG-TERM DEBT OBLIGATIONS TOWN OF BEDFORD

TOTAL TOWN OF BEDFORD		
TOTAL PRINCIPAL	TOTAL INTEREST	TOTAL DEBT SERV
2,245,076	461,248	2,706,324
2,098,159	428,198	2,526,357
2,141,452	380,989	2,522,442
1,996,479	332,160	2,328,639
1,961,848	288,650	2,250,498
2,011,655	242,770	2,254,424
2,057,371	194,993	2,252,364
1,837,242	140,718	1,977,960
1,886,610	92,444	1,979,054
1,930,614	42,374	1,972,988
20,166,506	2,604,544	22,771,050

# SOLID WASTE FUND

## MISSION

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It is the mission of the Solid Waste Division to provide safe and environmentally sound integrated solid waste services to all citizens of the Town of Bedford. These services emphasize public awareness and communication to enable the citizens to make educated choices concerning proper management of their solid waste and to help maintain the quality of life in the community.

## DESCRIPTION

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The Solid Waste is an enterprise fund that is used to account for the activities of the Solid Waste services. All activities required to provide these services are included in this fund. The Solid Waste department provides weekly pickup of residential garbage. The department also provides pickup of yard trimmings, brush and white goods to residential customers at no charge. Household solid waste collection, yard waste collection, transfer station operations, code enforcement and administrative costs are budgeted in this fund.

## GOALS

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1. Reduce division expenses through maximization of currently in force contracts. Partner with private contract partners for opportunities for cost reductions and/or revenue enhancements.
2. Provide healthy, safe and secure division facilities to meet the needs of internal and external customers.
3. Provide timely, efficient and quality services for weekly garbage and yard waste collection.
4. Educate the public on the effects of waste management.
5. Monitor landfills for any environmental impact.

## FINANCIAL SUMMARY

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<b>FUNCTIONAL AREA</b>	<b>FY 13/14 ACTUAL</b>	<b>FY 14/15 ACTUAL</b>	<b>FY 15/16 ADOPTED</b>	<b>FY 16/17 ADOPTED</b>
General Administration	112,859	94,862	99,603	112,241
Refuse Collection	238,624	197,378	188,602	214,700
Refuse Disposal	499,412	374,012	421,606	372,826
Recycling	53,595	-764	0	0
Other Expense	112,041	131,491	0	0
Debt Service	25,289	21,575	75,760	75,804
Transfers	0	0	50,000	160,000

<b>TOTAL SOLID WASTE</b>	<b>1,041,820</b>	<b>818,554</b>	<b>835,571</b>	<b>935,571</b>
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SERVICES

Refuse Collection	To provide curbside pickup of solid waste from commercial and residential customers.
Commercial Disposal	Handle all commercial waste brought into the landfill. Scale operation and fill face operation.
Operate Fill Face	Cover all commercial waste brought to the fill face.
Drop Off Center	Operate refuse Drop Off Center.
Recycling	Handle all recycling that is collected from the drop off center.
General Administration	Provide the repository for central costs that are direct costs to all of the division's operations and to provide management leadership and administrative support to the entire division.
Operate Transfer Building	Transfer residential curbside trash from trash truck to trailer and haul to County landfill.
Monitoring	Perform required DEQ monitoring for old and operating landfill.
Landfill Closure	Contract engineering firm to prepare specifications for closure for bid in 2017.
Maintenance	Maintain the department's physical plants and provide the leadership and administrative resources needed to maintain the same.

	2014 Actual	2015 Actual	2016 Budget	2017 Adopted
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**SOLID WASTE FUND REVENUES**

**170046 - SW - GENERAL REVENUE**

170046.415102	INTEREST ON INVESTMENTS	3,754	3,404	3,000	3,000
170046.415104	GAIN ON SALE OF INVESTMENTS	(1,104)	-	-	-
170046.415109	<GAIN>/LOSS DISP ASSETS	(1,104)	-	-	-
<b>Total for: SW - GENERAL REVENUE</b>		<b>1,546</b>	<b>3,404</b>	<b>3,000</b>	<b>3,000</b>

**170047 - SW - CHRGR FOR SERVICE**

170047.416702	REFUSE COLLECTION CHARGES	484,441	541,061	593,271	593,271
170047.416705	REFUSE DISPOSAL CHARGES	295,172	191,352	231,300	231,300
170047.416706	RECYCLING COLLECTION CHARGES	112,839	(5)	-	-
170047.416707	REDEMPTION OF RECYCLABLES	4,274	1,639	3,000	3,000
170047.416709	TIPPING FEES - TIRES	138	37	200	200
170047.416710	PENALTIES - REFUSE	5,815	5,930	4,800	4,800
170047.416711	PENALTIES - RECYCLING	1,288	112	-	-
<b>Total for: SW - CHRGR FOR SERVICE</b>		<b>903,966</b>	<b>740,127</b>	<b>832,571</b>	<b>832,571</b>

**170091 - NONDEPT - GENERAL REVENUE**

170091.451111	TRANSFER IN - GENERAL FUND	-	-	-	100,000
<b>Total for: NONDEPT - GENERAL REVENUE</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000</b>

**Total for: SOLID WASTE FUND REVENUES**

<b>905,512</b>	<b>743,531</b>	<b>835,571</b>	<b>935,571</b>
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**SOLID WASTE FUND EXPENDITURES**

**17964210 - SW - GENERAL ADMINISTRATION**

17964210.511000	COMPENSATION	57,808	62,747	67,013	71,012
17964210.521000	FICA	4,222	4,482	5,126	5,432
17964210.522100	VRS - RETIREMENT	8,849	10,915	11,781	14,877
17964210.522150	VRS - LIFE INSURANCE	671	712	797	930
17964210.522160	VLDP-VRS HYBRID DISABILITY	-	25	-	-
17964210.522170	ICMA-HYBRID RETIREMENT	-	69	-	-
17964210.523000	HOSPITAL INSURANCE	4,985	6,187	7,022	7,322
17964210.527000	WORKER'S COMPENSATION	374	339	374	489
17964210.528700	SUPPLEMENTAL RETIRE - ICMA	237	240	240	240

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
17964210.533103	SOFTWARE/HARDWARE MAINT	8,657	9,710	6,350	11,039
17964210.536000	ADVERTISING	1,245	1,359	400	400
17964210.558400	BAD DEBT EXPENSE	25,810	(1,922)	500	500
<b>Total for: SW - GENERAL ADMINISTRATION</b>		<b>112,859</b>	<b>94,862</b>	<b>99,603</b>	<b>112,241</b>
<b>17964230 - REFUSE COLLECTION</b>					
17964230.511000	COMPENSATION	37,300	54,494	25,862	59,385
17964230.512000	COMPENSATION - OVERTIME	340	506	1,500	1,500
17964230.521000	FICA	2,689	3,992	1,978	4,543
17964230.522100	VRS - RETIREMENT	5,719	9,747	4,332	12,441
17964230.522150	VRS - LIFE INSURANCE	430	634	308	778
17964210.522160	VLDP-VRS HYBRID DISABILITY	-	3	-	-
17964210.522170	ICMA-HYBRID RETIREMENT	-	2	-	-
17964230.523000	HOSPITAL INSURANCE	6,027	9,687	5,868	12,336
17964230.527000	WORKER'S COMPENSATION	2,940	2,605	1,479	3,823
17964230.533110	AUTO REPAIR - O'SIDE GARAGE	-	1,597	8,000	8,000
17964230.533121	RADIO MAINTENANCE	-	-	200	200
17964230.551450	REFUSE TIPPING FEE	155,449	94,619	117,000	94,619
17964230.560073	SAFETY EQUIPMENT & SUPPLIES	470	215	500	500
17964230.560080	GASOLINE & OIL	13,741	10,013	13,500	8,500
17964230.560091	TIRES & TUBES	4,099	4,588	2,100	2,100
17964230.560093	VEHICLE SUPPLIES & PARTS	8,871	3,560	3,000	3,000
17964230.560110	UNIFORMS	308	351	500	500
17964230.560170	MATERIALS & SUPPLIES	243	767	2,475	2,475
<b>Total for: REFUSE COLLECTION</b>		<b>238,624</b>	<b>197,378</b>	<b>188,602</b>	<b>214,700</b>
<b>17964240 - REFUSE DISPOSAL</b>					
17964240.511000	COMPENSATION	75,744	66,100	63,767	57,638
17964240.512000	COMPENSATION - OVERTIME	6,363	6,212	1,500	1,500
17964240.521000	FICA	5,874	5,208	4,878	4,409
17964240.522100	VRS - RETIREMENT	12,618	11,716	11,023	12,075
17964240.522150	VRS - LIFE INSURANCE	934	791	759	755
17964240.523000	HOSPITAL INSURANCE	10,680	5,648	11,736	12,336
17964240.527000	WORKER'S COMPENSATION	4,505	3,138	4,505	4,505
17964240.531400	EXPERT SERVICES - ENGINEERING	10,242	4,500	41,425	14,752
17964240.531402	GROUNDWATER MONITORING-NEW	20,603	26,950	21,000	21,700
17964240.531403	OUTSIDE LAB TESTING	-	1,230	2,000	2,000
17964240.533100	BUILDING & GROUNDS MAINTENANCE	2,443	961	1,000	1,000

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
17964240.533102	EQUIPMENT MAINTENANCE & REPAIR	25,324	30,532	15,000	15,000
17964240.533110	AUTO REPAIR - O'SIDE GARAGE	-	909	1,000	1,000
17964240.533121	RADIO MAINTENANCE	-	-	200	200
17964240.533203	TRSF & DISPOSAL OF SOLID WASTE	79,361	109,998	157,355	159,248
17964240.533206	REGION 2000 TERMINATION FEE	150,000	-	-	-
17964240.533260	LANDFILL MAINTENANCE	1,273	930	2,000	2,000
17964240.533300	TIRE DISPOSAL	1,998	1,162	2,500	2,500
17964240.539001	CONTRACT SERVICES	(1,916)	15,387	35,000	20,000
17964240.551100	ELECTRIC	5,071	4,774	4,300	4,300
17964240.551300	WATER & SEWER	2,144	4,368	2,200	2,200
17964240.552100	POSTAGE	103	72	200	200
17964240.552300	COMMUNICATIONS	624	1,208	1,000	1,000
17964240.555000	TRAINING EXPENSE	-	275	1,000	1,000
17964240.558100	DUES & ASSOC MEMBERSHIPS	50	-	150	150
17964240.559006	DEQ OVERSIGHT FEES	7,407	7,444	7,000	7,000
17964240.560010	OFFICE SUPPLIES	130	218	500	500
17964240.560080	GASOLINE & OIL	20,820	11,808	19,058	14,058
17964240.560091	TIRES & TUBES	9,157	5,857	6,000	6,000
17964240.560092	GARAGE MATERIALS & SUPPLIES	253	352	300	300
17964240.560093	VEHICLE SUPPLIES & PARTS	12	94	1,500	1,500
17964240.560110	UNIFORMS	952	1,059	750	2,000
<b>Total for: REFUSE DISPOSAL</b>		<b>452,769</b>	<b>328,903</b>	<b>420,606</b>	<b>372,826</b>
<b>17964270 - RECYCLING</b>					
17964270.511000	COMPENSATION	33,847	(764)	-	-
17964270.512000	COMPENSATION - OVERTIME	499	-	-	-
17964270.521000	FICA	2,680	-	-	-
17964270.522100	VRS - RETIREMENT	4,862	-	-	-
17964270.522150	VRS - LIFE INSURANCE	428	-	-	-
17964270.523000	HOSPITAL INSURANCE	2,233	-	-	-
17964270.527000	WORKER'S COMPENSATION	1,972	-	-	-
17964270.533102	EQUIPMENT MAINTENANCE & REPAIR	3,132	-	-	-
17964270.560080	GASOLINE & OIL	3,398	-	-	-
17964270.560110	UNIFORMS	545	-	-	-
<b>Total for: RECYCLING</b>		<b>53,595</b>	<b>-764</b>	<b>-</b>	<b>-</b>
<b>17964280 - SW - OTHER EXPENSE</b>					
17964280.575001	DEPRECIATION	110,423	131,491	-	-

	2014 Actual	2015 Actual	2016 Budget	2017 Adopted
17964280.575002 AMORTIZATION	1,618	-	-	-
<b>Total for: SW - OTHER EXPENSESE</b>	<b>112,041</b>	<b>131,491</b>	<b>-</b>	<b>-</b>
<b>17969500 - DEBT SERVICE</b>				
17969500.591138 REDEMPTION - 2008 SERIES	-	-	55,044	56,712
17969500.591213 INTEREST - VRA SERIES 01	1,473	766	-	-
17969500.591238 INTEREST - 2008 SERIES	23,816	20,809	20,716	19,092
<b>Total for: DEBT SERVICE</b>	<b>25,289</b>	<b>21,575</b>	<b>75,760</b>	<b>75,804</b>
<b>17969600 - TRANSFERS</b>				
17969600.592017 TRANS TO SOL WST CAP PROJ	-	-	50,000	160,000
<b>Total for: TRANSFERS</b>	<b>-</b>	<b>-</b>	<b>50,000</b>	<b>160,000</b>
<b>Total for: SOLID WASTE FUND EXPENDITURES</b>	<b>995,176</b>	<b>773,445</b>	<b>834,571</b>	<b>935,571</b>

# ELECTRIC FUND

**MISSION**

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It is the mission of the Electric Department to supply and distribute the electric services as required by its customers at the lowest possible rates consistent with responsible operations, financial integrity, a commitment to reliability, and contributing to the economic and environmental quality of the community.

**DESCRIPTION**

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The Town of Bedford Electric Department was established in 1899 to provide electric service to the residents, businesses and industries of the Town of Bedford and part of Bedford County. More than 100 years later, the department is still working to provide the same high quality service to the area. At the present time, Bedford serves 5,609 residential and 883 commercial/industrial customers with 700 miles of distribution and transmission lines in the Town of Bedford and Bedford County.

**GOALS**

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1. Operate the enterprise fund within budget.
2. Improve Snowden plant availability.
3. Create written contingency plan for service restoration for the top ten electric customers.
4. Develop measurable reliability data for the Town of Bedford electric system.
5. Develop a job work order system for the Town of Bedford electric system.
6. Complete a rate study for the Town of Bedford electric system.
7. Update the Terms and Conditions of Service for the Town of Bedford electric system.
8. Develop and implement formal training for supervisors.
9. Develop and implement a one and five year tree trimming program.

**FINANCIAL SUMMARY**

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FUNCTIONAL AREA	FY 13/14 ACTUAL	FY 14/15 ACTUAL	FY 15/16 ADOPTED	FY 16/17 ADOPTED
Electric-Other Expenses	793,931	793,422	1,200	1,200
Supervision & Engineering	1,220,296	1,390,703	1,451,434	1,537,146
Power Generation	143,601	168,938	169,297	189,700

Purchased Power	17,788,890	16,893,643	15,762,104	16,182,150
Transmission-Substations	56,974	23,508	60,000	55,000
Trans & Distribution Lines	778,184	827,856	932,289	1,040,806
Maintenance-Street Lights	40,562	29,229	25,687	19,700
Maintenance-Meters	38,445	1,400	22,750	15,000
Distribution Transformers	31,694	10,545	33,500	32,500
Meter Reading	44,028	48,267	50,074	52,954
Right of Way Crew	164,297	274,677	235,159	257,558
Debt Service	629,337	589,763	1,570,216	1,426,315
Transfers	400,000	0	396,451	1,928,660
<b>TOTAL ELECTRIC FUND</b>	<b>22,130,239</b>	<b>21,051,951</b>	<b>20,710,161</b>	<b>22,738,689</b>

SERVICES

The Electric Department operates and maintains 11 substations and a hydro plant. In order to provide reliability to its customers, the Electric Department has 2 interconnection points with AEP, Mosely Substation and Centerville Substation. Bedford currently purchases wholesale power from AMP-Ohio to meet its peak demand of 53 megawatts. The town also generates a portion of its electrical needs at its 5 megawatt hydro facility on the James River. The Department currently has 12 highly skilled professionals to operate and maintain its electrical system.

In conjunction with the electric service system, the City provides street lighting to various parts of Bedford. The current policy is to provide lights on every other utility pole, and to provide new lights as requested. As part of the Downtown revitalization effort, decorative lighting has been installed. The placing of utilities underground has also been supported as part of revitalization efforts.

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>ELECTRIC FUND REVENUES</b>					
<b>190056 - ELECT - GENERAL REVENUE</b>					
190056.415102	INTEREST ON INVESTMENTS	2,172	1,497	4,000	4,000
190056.416906	INTEREST - AEP LEASE	318,434	313,905	320,000	320,000
190056.418403	FIBER LEASE AGREEMENT	-	-	45,000	45,000
190056.418929	AMP CREDIT LINE - RESTRICTED	-	-	-	-
190056.441499	PY RESERVES	-	-	9,455	-
<b>Total for: ELECT - GENERAL REVENUE</b>		<b>320,606</b>	<b>315,401</b>	<b>378,455</b>	<b>369,000</b>
<b>190057 - ELECT - CHARGES FOR SERVICE</b>					
190057.416901	SALE OF ELECTRICITY	18,509,497	19,126,686	18,995,000	19,929,189
190057.416902	RENTAL OF POLES	63,679	103,651	105,000	105,000
190057.416904	PROCEEDS - SALE OF ASSETS	450	3,300	4,500	-
190057.416905	ELECTRICITY SALES-OPEN MARKET	1,617,022	783,643	-	-
190057.416907	PENALTIES - ELECTRIC	129,619	127,597	104,000	104,000
190057.416909	GROSS RECEIPTS TAX-CONS & REG	175,311	175,242	175,000	175,000
190057.416910	GROSS RECEIPTS TAX-LOCAL	57,648	58,178	57,500	57,500
190057.416911	POWER COST ADJUSTMENT	1,609,712	1,733,187	800,000	1,915,000
190057.419204	RECOVERIES & REBATES	5,531	135,129	84,000	84,000
<b>Total for: ELECT - CHARGES FOR SERVICE</b>		<b>22,168,468</b>	<b>22,246,613</b>	<b>20,325,000</b>	<b>22,369,689</b>
<b>Total for: ELECTRIC FUND REVENUES</b>		<b>22,489,074</b>	<b>22,562,014</b>	<b>20,703,455</b>	<b>22,738,689</b>

**ELECTRIC FUND EXPENDITURES**

**19 - ELECTRIC FUND**

19.592021	TRANSFER TO W&S FUND	1,611,448	-	-	-
<b>Total for: ELECTRIC FUND</b>		<b>1,611,448</b>	<b>-</b>	<b>-</b>	<b>-</b>

**19981905 - ELECTRIC-OTHER EXPENSES**

19981905.558300	INTEREST ON UTILITY DEPOSITS	1,137	888	1,200	1,200
19981905.575001	DEPRECIATION	684,992	708,970	-	-
19981905.575002	AMORTIZATION	107,802	83,564	-	-
<b>Total for: ELECTRIC-OTHER EXPENSES</b>		<b>793,931</b>	<b>793,422</b>	<b>1,200</b>	<b>1,200</b>

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>19981910 - SUPERVISION &amp; ENGINEERING</b>					
19981910.511000	COMPENSATION	614,596	604,738	682,940	713,293
19981910.512000	COMPENSATION - OVERTIME	333	397	330	330
19981910.521000	FICA	43,686	43,679	52,245	54,567
19981910.522100	VRS - RETIREMENT	94,487	110,355	120,413	149,435
19981910.522150	VRS - LIFE INSURANCE	7,106	7,125	8,127	9,344
19981910.522160	VLDP-VRS HYBRID DISABILITY	-	114	-	-
19981910.522170	ICMA-HYBRID RETIREMENT	-	308	-	-
19981910.523000	HOSPITAL INSURANCE	57,017	63,915	74,144	77,669
19981910.527000	WORKER'S COMPENSATION	-	4,240	6,319	6,319
19981910.528700	SUPPLEMENTAL RETIRE - ICMA	1,067	1,080	1,080	1,080
19981910.531250	DATA PROCESSING SERVICES	2,517	356	1,000	1,000
19981910.531301	EXPERT SERVICES-RESTRUCTURING	-	4,289	-	-
19981910.531400	EXPERT SERVICES - ENGINEERING	7,165	1,500	42,500	50,000
19981910.531404	PROFESSIONAL SERVICES	1,043	33,749	1,100	2,000
19981910.531411	NOTIFICATION SYSTEM SERVICE	4,000	4,000	-	-
19981910.531500	LEGAL SERVICES	650	5,195	1,000	1,000
19981910.531620	BOND TRUSTEE	7,120	5,780	7,000	7,000
19981910.532000	JANITORIAL SERVICES	25	-	-	-
19981910.533100	BUILDING & GROUNDS MAINTENANCE	9,101	16,599	9,000	9,000
19981910.533103	SOFTWARE/HARDWARE MAINT	43,030	47,576	38,000	51,469
19981910.533110	AUTO REPAIR - O'SIDE GARAGE	8,377	3,371	9,000	9,000
19981910.533121	RADIO MAINTENANCE	-	-	1,000	1,000
19981910.536000	ADVERTISING	953	3,774	1,000	1,000
19981910.538000	COMMUNICATION CENTER OPERATION	-	30,490	-	-
19981910.538136	PAYMENT TO BEDFORD JOINT IDA	-	-	-	-
19981910.551100	ELECTRIC	37,887	39,624	38,000	38,000
19981910.551200	HEATING OIL	8,940	6,558	10,000	9,000
19981910.551300	WATER & SEWER	769	781	850	1,000
19981910.551400	REFUSE COLLECTION FEE	360	80	400	400
19981910.551450	REFUSE TIPPING FEE	752	425	700	700
19981910.552100	POSTAGE	48,347	47,146	45,000	45,000
19981910.552300	COMMUNICATIONS	15,740	16,288	15,000	15,000
19981910.555000	TRAINING EXPENSE	7,571	5,927	8,000	16,000
19981910.557101	CONSUMPTION TAX-REG & STATE	173,835	175,072	175,000	175,000
19981910.557102	CONSUMPTION TAX - COUNTY	17,289	17,078	18,000	18,000
19981910.558100	DUES & ASSOC MEMBERSHIPS	(3,400)	4,425	5,500	5,500
19981910.558400	BAD DEBT EXPENSE	(67,416)	15,309	500	500
19981910.560010	OFFICE SUPPLIES	1,346	1,514	1,500	1,500

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
19981910.560014	WIRE FEES	540	540	540	540
19981910.560050	JANITORIAL SUPPLIES	182	98	400	400
19981910.560080	GASOLINE & OIL	53,425	36,949	54,025	45,000
19981910.560091	TIRES & TUBES	7,287	7,250	8,000	8,000
19981910.560092	GARAGE MATERIALS & SUPPLIES	29	427	100	100
19981910.560093	VEHICLE SUPPLIES & PARTS	14,540	22,583	12,221	12,000
19981910.581136	GENERATOR	-	-	1,000	1,000
19981910.582100	AUTO ELECTRIC DEFIBR (AED)	-	-	500	-
<b>Total for: SUPERVISION &amp; ENGINEERING</b>		<b>1,220,296</b>	<b>1,390,703</b>	<b>1,451,434</b>	<b>1,537,146</b>
<b>19981920 - POWER GENERATION</b>					
19981920.531404	PROFESSIONAL SERVICES	76,135	93,356	95,000	120,000
19981920.533125	MAINTENANCE-PEAKING GENERATOR	3,462	-	5,000	6,500
19981920.538400	PROPERTY TAX - AMHERST CO	1,034	1,001	1,200	1,200
19981920.559001	ADMIN CHARGE - FERC	12,440	22,897	15,000	15,000
19981920.559002	ADMIN CHARGE - USGS	14,500	14,600	15,000	15,000
19981920.560071	MAINTENANCE SUPPLIES	24,167	34,585	26,097	20,000
19981920.560081	FUEL - PEAKING GENERATOR	11,863	2,499	12,000	12,000
<b>Total for: POWER GENERATION</b>		<b>143,601</b>	<b>168,938</b>	<b>169,297</b>	<b>189,700</b>
<b>19981925 - PURCHASED POWER</b>					
19981925.551140	PURCHASED POWER - SEPA	71,465	(190)	95,168	95,168
19981925.551141	PURCHASED POWER - AMP-OHIO	13,605,332	10,959,353	10,179,629	10,417,183
19981925.551142	PURCHASED POWER-HOLCOMB ROCK	1,026,333	796,850	1,084,860	1,084,860
19981925.551160	PURCHASED POWER - PJM	2,875,099	4,823,377	4,156,098	4,266,590
19981925.551161	ILR CREDITS DUE TO CUSTOMERS	-	-	-	17,000
19981925.551163	RATE LEVELIZATION	-	1,831	-	-
19981925.551165	BRPA - A & G FEES	(13,791)	65,445	21,349	21,349
19981925.551166	AMP-OHIP A & G FEES	224,451	246,976	225,000	220,000
19981925.551167	AMP GS REPAYMENT	-	-	-	60,000
<b>Total for: PURCHASED POWER</b>		<b>17,788,890</b>	<b>16,893,643</b>	<b>15,762,104</b>	<b>16,182,150</b>
<b>19981930 - TRANSMISSION-SUBSTATIONS</b>					
19981930.554101	LEASE	-	5,000	-	-
19981930.560170	MATERIALS & SUPPLIES	56,974	23,508	50,000	45,000
19981930.582417	STATION TESTING	-	-	10,000	10,000

	2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>Total for: TRANSMISSION-SUBSTATIONS</b>	<b>56,974</b>	<b>23,508</b>	<b>60,000</b>	<b>55,000</b>
<b>19981940 - TRANS &amp; DISTRIBUTION LINES</b>				
19981940.511000 COMPENSATION	395,131	405,700	457,015	499,589
19981940.512000 COMPENSATION - OVERTIME	69,368	75,731	80,000	80,000
19981940.512100 COMPENSATION - SPECIAL EVENTS	-	-	3,000	3,000
19981940.514500 COMPENSATION - FLAGGERS	-	-	-	5,000
19981940.521000 FICA	34,827	35,928	34,962	38,219
19981940.522100 VRS - RETIREMENT	63,544	77,662	79,884	104,664
19981940.522150 VRS - LIFE INSURANCE	4,899	5,053	5,438	6,545
19981940.523000 HOSPITAL INSURANCE	39,128	43,248	52,812	61,680
19981940.527000 WORKER'S COMPENSATION	-	8,000	11,109	11,109
19981940.533127 SCADA SYSTEM MAINTENANCE	14,245	20,421	14,488	17,000
19981940.533130 FIBER MAINTENANCE	-	-	15,000	10,000
19981940.554100 LEASE/RENTAL OF EQUIPMENT	-	-	-	1,500
19981940.560072 SMALL EQUIPMENT & TOOLS	7,862	7,763	8,000	10,000
19981940.560073 SAFETY EQUIPMENT & SUPPLIES	9,712	9,799	10,000	10,000
19981940.560074 WIRE & CABLE	53,266	23,851	62,218	50,000
19981940.560078 POLES	22,072	22,564	25,000	25,000
19981940.560110 UNIFORMS	9,723	10,170	10,500	12,500
19981940.560170 MATERIALS & SUPPLIES	54,406	81,966	62,863	95,000
<b>Total for: TRANS &amp; DISTRIBUTION LINES</b>	<b>778,184</b>	<b>827,856</b>	<b>932,289</b>	<b>1,040,806</b>
<b>19981950 - MAINTENANCE - STREET LIGHTS</b>				
19981950.560075 TRAFFIC LIGHT SUPPLIES	1,003	1,455	1,200	1,200
19981950.560170 MATERIALS & SUPPLIES	38,522	25,239	23,987	18,000
19981950.560180 CHRISTMAS DECORATIONS	1,036	2,535	500	500
<b>Total for: MAINTENANCE - STREET LIGHTS</b>	<b>40,562</b>	<b>29,229</b>	<b>25,687</b>	<b>19,700</b>
<b>19981960 - MAINTENANCE - METERS</b>				
19981960.560170 MATERIALS & SUPPLIES	38,445	1,400	22,750	15,000
<b>Total for: MAINTENANCE - METERS</b>	<b>38,445</b>	<b>1,400</b>	<b>22,750</b>	<b>15,000</b>
<b>19981970 - DISTRIBUTION TRANSFORMERS</b>				
19981970.533119 MAINTENANCE - TRANSFORMER	5,041	3,904	7,000	7,000
19981970.560182 TRANSFORMER DISPOSAL	149	90	500	500
19981970.560183 TRANSFORMERS - NEW	26,505	6,551	26,000	25,000

	2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>Total for: DISTRIBUTION TRANSFORMERS</b>	<b>31,694</b>	<b>10,545</b>	<b>33,500</b>	<b>32,500</b>
<b>19981980 - METER READING</b>				
19981980.511000 COMPENSATION	33,186	33,263	33,882	35,001
19981980.512000 COMPENSATION - OVERTIME	-	-	500	500
19981980.521000 FICA	2,347	2,429	2,592	2,678
19981980.522100 VRS - RETIREMENT	5,165	6,189	6,014	7,333
19981980.522150 VRS - LIFE INSURANCE	380	393	403	459
19981980.523000 HOSPITAL INSURANCE	4,891	5,406	5,868	6,168
19981980.527000 WORKER'S COMPENSATION	(1,941)	587	815	815
<b>Total for: METER READING</b>	<b>44,028</b>	<b>48,267</b>	<b>50,074</b>	<b>52,954</b>
<b>19981990 - RIGHT OF WAY CREW</b>				
19981990.511000 COMPENSATION	108,100	117,006	147,603	157,852
19981990.512000 COMPENSATION - OVERTIME	4,319	5,020	10,000	10,000
19981990.514000 COMPENSATION - TEMPORARY	95	-	-	-
19981990.521000 FICA	8,258	8,270	11,292	12,076
19981990.522100 VRS - RETIREMENT	17,562	21,087	26,200	31,415
19981990.522150 VRS - LIFE INSURANCE	1,295	1,338	1,756	2,006
19981990.523000 HOSPITAL INSURANCE	14,673	16,218	24,939	30,840
19981990.527000 WORKER'S COMPENSATION	1,941	2,001	2,869	2,869
19981990.533201 CONTRACT CLEARING	-	95,900	-	-
19981990.533403 TREE FOR TREE PROGRAM EXPENSES	-	660	-	-
19981990.560072 SMALL EQUIPMENT & TOOLS	902	2,790	2,500	3,000
19981990.560170 MATERIALS & SUPPLIES	7,154	4,388	8,000	7,500
<b>Total for: RIGHT OF WAY CREW</b>	<b>164,297</b>	<b>274,677</b>	<b>235,159</b>	<b>257,558</b>
<b>19989500 - DEBT SERVICE</b>				
19989500.591123 REDEMPTION - ELECT SERIES 96	-	-	100,000	110,000
19989500.591125 REDEMPTION - ELECTRIC FACILITY	-	-	89,133	-
19989500.591133 REDEMPTION - ELEC REFUND 2005	-	-	625,000	-
19989500.591138 REDEMPTION - 2008 SERIES	-	-	206,671	214,153
19989500.591144 REDEMPTION - 2016 AMP REFUNDING	-	-	-	833,028
19989500.591216 INTEREST - RATE LEVELIZATION	-	-	-	-
19989500.591223 INTEREST - ELECTRIC SERIES 96	141,752	134,918	127,694	119,688
19989500.591225 INTEREST - ELECTRIC FACILITY	57,564	54,138	50,570	-
19989500.591233 INTEREST - ELEC REFUND 2005	346,045	330,138	303,138	-

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
19989500.591238	INTEREST - 2008 SERIES	83,977	70,569	68,010	60,528
19989500.591244	INTEREST - 2016 AMP REFUNDING	-	319	-	88,918
<b>Total for: DEBT SERVICE</b>		<b>629,337</b>	<b>589,763</b>	<b>1,570,216</b>	<b>1,426,315</b>
<b>19989600 - TRANSFERS</b>					
19989600.590001	CONTINGENCY	-	-	168,951	368,660
19989600.592002	TRANSFER TO GENERAL FUND	400,000	-	-	400,000
19989600.592018	TRANS TO ELECTRIC CAP PROJ	-	-	227,500	1,160,000
<b>Total for: TRANSFERS</b>		<b>400,000</b>	<b>-</b>	<b>396,451</b>	<b>1,928,660</b>
<b>Total for: ELECTRIC FUND EXPENDITURES</b>		<b>23,741,687</b>	<b>21,051,951</b>	<b>20,710,160</b>	<b>22,738,689</b>

# CAPITAL PROJECTS FUND

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>GENERAL CAPITAL PROJECTS FUND REV</b>					
<b>500091 - NONDEPT - GENERAL REVENUE</b>					
500091.451111	TRANSFER IN - GENERAL FUND	-	-	1,588,307	715,200
<b>Total for: NONDEPT - GENERAL REVENUE</b>		-	-	<b>1,588,307</b>	<b>715,200</b>
<b>Total for: GENERAL CAPITAL PROJECTS FUND REV</b>		-	-	<b>1,588,307</b>	<b>715,200</b>
<b>GENERAL CAPITAL PROJECTS FUND EXP</b>					
<b>50011242 - FINANCE DEPARTMENT</b>					
50011242.581732	UTILITY BILLING SOFTWARE	48,943	-	48,973	-
50011242.581737	SOFTWARE UPGRADE	-	-	37,563	-
<b>Total for: FINANCE DEPARTMENT</b>		<b>48,943</b>	-	<b>86,536</b>	-
<b>50011261 - INFORMATION TECHNOLOGY</b>					
50011261.581305	PHONE SYSTEM	66,374	-	1,000	-
50011261.581700	COMPUTER REPLACEMENTS	19,727	-	-	-
50011261.581718	DOMAIN CONTROLLER	-	-	-	-
50011261.581720	SECURITY SERVER	6,000	-	-	-
50011261.581721	PRIMARY TERMINAL SERVER	-	-	-	12,000
50011261.581723	MDT REPLACEMENT	-	-	-	11,700
50011261.581724	FIREWALL/WEB MGMT	-	-	-	10,000
50011261.581725	TERMINAL SERVICES CONSOLID	-	-	-	-
50011261.581726	DHCP SERVER	-	-	-	-
50011261.581728	MAIL SERVER	9,000	-	-	-
50011261.581729	PENETRATION TESTING	-	975	6,500	-
50011261.581730	SECOND MUNIS SERVER	12,000	10,760	12,000	12,000
50011261.581731	NEW SWITCH	5,000	3,455	500	7,000
50011261.581734	DNS/WEB SERVER	-	9,000	-	-
50011261.581735	PD SWITCH	-	1,000	-	-
50011261.582915	COOLING FANS-SERVER ROOM	3,398	-	-	-
<b>Total for: INFORMATION TECHNOLOGY</b>		<b>121,499</b>	<b>25,190</b>	<b>20,000</b>	<b>52,700</b>
<b>50033110 - POLICE DEPARTMENT</b>					
50033110.581303	RADIOS	34,342	35,279	31,350	-

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
50033110.581306	RADAR UNITS	-	4,098	-	-
50033110.581309	VIDEO CAMERAS	-	6,010	-	-
50033110.581313	BODY CAMERA/MIC	-	-	-	-
50033110.581500	VEHICLE REPLACEMENT	92,131	87,462	45,000	72,000
50033110.581968	SECURITY ENHANCEMENTS	2,927	-	-	-
50033110.582120	TASERS	-	-	5,000	-
<b>Total for: POLICE DEPARTMENT</b>		<b>129,400</b>	<b>132,849</b>	<b>81,350</b>	<b>72,000</b>
<b>50033210 - FIRE DEPARTMENT</b>					
50033210.581136	GENERATOR	-	-	-	52,000
50033210.581151	APPARATUS BAY FLOORING	-	-	-	-
50033210.581303	RADIOS	45,324	-	-	-
50033210.581304	PAGERS	-	-	-	-
50033210.581500	VEHICLE REPLACEMENT	554,234	-	-	57,000
50033210.581515	ENGINE 1 REPLACEMENT	-	-	20,000	-
50033210.581951	RENOVATE RESTROOMS	-	-	-	-
50033210.582126	TURNOUT GEAR EXTRACTOR	-	-	-	-
<b>Total for: FIRE DEPARTMENT</b>		<b>599,558</b>	<b>-</b>	<b>20,000</b>	<b>109,000</b>
<b>50044110 - GENERAL ADMINISTRATION</b>					
50044110.581475	AUTOMOTIVE SCAN TOOL	-	-	-	6,500
50044110.581917	HEAT PUMP	-	-	7,000	-
<b>Total for: GENERAL ADMINISTRATION</b>		<b>-</b>	<b>-</b>	<b>7,000</b>	<b>6,500</b>
<b>50044115 - GENERAL ENGINEERING</b>					
50044115.581444	DOWNTOWN LIGHTS	83,307	-	-	-
50044115.581733	COPIER/PRINTER/SCANNER	9,052	-	-	-
50044115.581960	STORMWATER DRAINAGE	10,000	-	-	-
50044115.581978	LLP WALKING TRAIL OVERLAY	8,619	-	1,381	-
50044115.582916	GPS - UTILITIES	-	-	12,657	-
50044115.582934	CROSSWALK IMPROVEMENTS	3,160	-	-	-
50044115.582940	OLE TURNPIKE RD EXTENSION	276,043	318,141	-	-
50044115.582943	COMMUNITY IMPROVEMENT FUND	-	-	100,000	-
<b>Total for: GENERAL ENGINEERING</b>		<b>390,180</b>	<b>318,141</b>	<b>114,038</b>	<b>-</b>
<b>50044120 - HIGHWAYS, STREETS &amp; BRIDGES</b>					

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
50044120.581150	SALT SPREADER	4,780	-	-	-
50044120.581303	RADIOS	-	-	11,200	-
50044120.581516	STREET SWEEPER	134,602	-	-	-
50044120.581600	DUMP TRUCK	113,847	-	-	-
50044120.581951	RENOVATE RESTROOMS	11,700	804	-	-
50044120.582128	LATERAL CAMERA	12,970	-	-	-
<b>Total for: HIGHWAYS, STREETS &amp; BRIDGES</b>		<b>277,899</b>	<b>804</b>	<b>11,200</b>	<b>-</b>
<b>50044121 - VA DEPT OF TRANSPORTATION</b>					
50044120.581145	LEAF MACHINE	-	-	-	55,000
50044121.581604	BACKHOE W/ KNUCKLE	-	99,985	-	-
50044121.581607	1-TON FLAT BED TRUCK W/PLOW	-	49,774	-	-
50044121.581609	3/4-TON PICK-UP W/PLOW	-	29,860	35,000	-
50044121.581612	MINI-EXCAVATOR	-	-	75,000	-
50044121.581613	MINI-PAVER	-	-	40,000	-
50044121.581614	ASPHALT ROLLER	-	-	48,000	-
50044121.581615	VA-CON TRUCK	-	-	-	275,000
<b>Total for: VA DEPT OF TRANSPORTATION</b>		<b>-</b>	<b>179,619</b>	<b>198,000</b>	<b>330,000</b>
<b>50044320 - GENERAL PROPERTIES</b>					
50044320.581101	MOWER/TRACTOR	15,399	13,220	14,000	-
50044320.581109	LOWERING DEVICE	-	3,009	-	-
50044320.581159	PLAYGROUND EQUIPMENT	-	-	-	45,000
50044320.581610	F-250 TRUCK	-	32,164	-	-
50044320.581611	ZERO TURN MOWER	-	-	16,000	-
50044320.581976	BANK STABILIZATION-LLP	9,464	-	5,536	-
50044320.581979	REPLACE DRINKING FOUNTAINS	-	2,800	5,200	-
50044320.581981	REPLACE ROOF-COMMUNITY CENTER	-	-	9,000	-
50044320.581986	EDMUNDS STREET PARK	-	-	23,000	-
<b>Total for: GENERAL PROPERTIES</b>		<b>24,863</b>	<b>51,193</b>	<b>72,736</b>	<b>45,000</b>
<b>50044340 - MAINTENANCE OF MUNICIPAL BLDG</b>					
50044340.581979	REPLACE DRINKING FOUNTAINS	-	-	6,000	-
50044340.582930	ADA IMPROVEMENTS	-	166	50,000	-
<b>Total for: MAINTENANCE OF MUNICIPAL BLDG</b>		<b>-</b>	<b>166</b>	<b>56,000</b>	<b>-</b>

	2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>50077111 - RECREATION</b>				
50077111.581909 PAVING	6,895	-	-	-
50077111.581971 REPAIR NATURE TRAIL - LLP	1,724	-	-	-
<b>Total for: RECREATION</b>	<b>8,619</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>50088150 - ECONOMIC DEVELOPMENT</b>				
50088150.581933 ECONOMIC DEVELOPMENT FUND	3,128	-	281,414	100,000
50088150.581948 CENTERTOWN IMPROVEMENT PROJ	48,650	17,325	671,735	-
50088150.582919 ENTERPRISE ZONE MAINTENANCE	-	-	21,435	-
<b>Total for: ECONOMIC DEVELOPMENT</b>	<b>11,172</b>	<b>51,778</b>	<b>974,585</b>	<b>100,000</b>
<b>Total for: GENERAL CAPITAL PROJECTS FUND EXP</b>	<b>1,603,513</b>	<b>759,740</b>	<b>1,641,445</b>	<b>715,200</b>
<b>SOLID WASTE CAPITAL PROJ FUND REVENUE</b>				
<b>570091 - NONDEPT - GENERAL REVENUE</b>				
570091.451102 TRANSFER IN - SOLID WASTE	-	-	50,000	160,000
<b>Total for: NONDEPT - GENERAL REVENUE</b>	<b>-</b>	<b>-</b>	<b>50,000</b>	<b>160,000</b>
<b>Total for: SOLID WASTE CAPITAL PROJ FUND REV</b>	<b>-</b>	<b>-</b>	<b>50,000</b>	<b>160,000</b>
<b>SOLID WASTE CAPITAL PROJ FUND EXPENDITURES</b>				
<b>57964230 - REFUSE COLLECTION</b>				
57964230.582503 TRASH CARTS	-	-	50,000	60,000
<b>Total for: REFUSE COLLECTION</b>	<b>-</b>	<b>-</b>	<b>50,000</b>	<b>60,000</b>
<b>57964240 - REFUSE DISPOSAL</b>				
57964240.581616 BACKHOE	-	-	-	100,000
<b>Total for: REFUSE DISPOSAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000</b>

	2014 Actual	2015 Actual	2016 Budget	2017 Adopted
<b>Total for: SOLID WASTE CAPITAL PROJ FUND EXP</b>	-	-	50,000	160,000
<b>ELECTRIC CAPITAL PROJ FUND REVENUE</b>				
<b>590091 - NONDEPT - GENERAL REVENUE</b>				
590091.451101 TRANSFER IN - ELECTRIC				1,160,000
<b>Total for: NONDEPT - GENERAL REVENUE</b>	-	-	747,800	1,160,000
<b>Total for: ELECTRIC CAPITAL PROJ FUND REV</b>	-	-	747,800	1,160,000
<b>ELECTRIC CAPITAL PROJ FUND EXPENDITURES</b>				
<b>59981910 - SUPERVISION &amp; ENGINEERING</b>				
59981910.581303 RADIOS	-	-	15,849	-
<b>Total for: SUPERVISION &amp; ENGINEERING</b>	-	-	15,849	-
<b>59981920 - POWER GENERATION</b>				
59981920.581441 TURBINE PACKING BOX-UNIT 4	-	-	21,706	-
59981920.581448 HYDRO-COMPUTER PROGRAM	-	-	-	-
59981920.581449 REFURBISH TAIL GATE	-	-	13,500	-
59981920.581450 FERC LICENSE AMENDMENT	35,500	-	50,000	-
59981920.581451 REPLACE #5 TURBINE BOX	-	-	15,241	-
59981920.581472 REPLACE SERVICE PANEL & LIGHTS	-	-	-	25,000
59981920.581473 REPLACE HEAD GATE ACTUATORS	-	-	-	60,000
59981920.581540 SNOWDEN HEAT & WATER SYSTEM	-	-	-	15,000
59981920.581541 UPGRADE TURBINE CONTROL SYSTEM	-	-	-	50,000
<b>Total for: POWER GENERATION</b>	35,500	-	100,447	150,000
<b>59981930 - TRANSMISSION-SUBSTATIONS</b>				
59981930.581469 REPLACE CENTERVILLE STRUCTURE	-	-	-	100,000
59981930.581527 STATION TRANSFORMER	-	-	30,000	-
<b>Total for: TRANSMISSION-SUBSTATIONS</b>	-	-	30,000	100,000
<b>59981940 - TRANS &amp; DISTRIBUTION LINES</b>				

		2014 Actual	2015 Actual	2016 Budget	2017 Adopted
59981940.581445	SCADA SWITCH REPLACEMENT	4,231	-	-	-
59981940.581446	REPLACE POLES-MOSLEY	-	-	75,000	-
59981940.581470	CIRCUIT UPGRADE-WINOA	-	-	-	200,000
59981940.581471	REPLACE TRANSFORMER CABLES	-	-	-	100,000
59981940.581474	CIRCUIT-CVILLE TO BEDFORD WEAV	-	-	-	350,000
59981940.581505	BUCKET TRUCK REPLACEMENT	-	-	-	150,000
59981940.581520	MOTOR DRIVEN REEL CART	-	-	16,000	-
59981940.581522	TRACKED R/W CUTTER	-	-	135,000	-
59981940.581528	POLE JACK	-	-	2,500	-
59981940.581529	COMPRESSION TOOL	-	-	10,000	-
59981940.581531	CENTERVILLE CIRCUIT 1-PHASE 1	-	-	675,000	-
59981940.581534	CREW TRUCK REPLACEMENT	-	-	-	40,000
59981940.582407	HARMONY VILLAGE INFRASTRUCT	-	-	175,000	-
59981940.582410	LINE REBUILD-COTTON MILL RD	-	-	125,000	-
59981940.582414	OAKWOOD VILLA UNDERGROUND	-	-	75,000	-
59981940.582416	VOLTAGE REGULATORS	-	-	15,815	-
<b>Total for: TRANS &amp; DISTRIBUTION LINES</b>		<b>4,231</b>	<b>-</b>	<b>1,304,315</b>	<b>840,000</b>
<b>59981960 - MAINTENANCE - METERS</b>					
59981960.581536	AMR COMMERCIAL METERS	-	-	50,000	70,000
<b>Total for: MAINTENANCE - METERS</b>		<b>-</b>	<b>-</b>	<b>50,000</b>	<b>70,000</b>
<b>Total for: ELECTRIC CAPITAL PROJ FUND EXP</b>		<b>39,731</b>	<b>-</b>	<b>1,500,611</b>	<b>1,160,000</b>

# CAPITAL IMPROVEMENT PROGRAM

## CIP – GENERAL FUND

DEPARTMENT	LOCATION	PROJECT TITLE	REQUEST FY 2017	REQUEST FY 2018	REQUEST FY 2019	REQUEST FY 2020	REQUEST FY 2021	TOTAL COST
<b>INFORMATION TECHNOLOGY</b>	City Wide	Terminal Server Replacement	12,000					12,000
	Administration Building	PUBS Service Replacement	12,000					12,000
	City Wide	Firewall/Web Management	10,000					10,000
	Administration Building	New Switch	7,000					7,000
	City Wide	Phone System		1,000	5,000	7,000		13,000
	Administration Building	Police Mobile Data Terminal	11,700					11,700
	City Wide	Server Schedule		27,000	48,000	32,000	30,000	137,000
	<b>TOTAL INFORMATION TECHNOLOGY</b>			<b>52,700</b>	<b>28,000</b>	<b>53,000</b>	<b>39,000</b>	<b>30,000</b>
<b>POLICE DEPARTMENT</b>	Police Department	Police Vehicles	72,000	72,000	72,000	36,000	72,000	324,000
	<b>TOTAL POLICE DEPARTMENT</b>		<b>72,000</b>	<b>72,000</b>	<b>72,000</b>	<b>36,000</b>	<b>72,000</b>	<b>324,000</b>
<b>FIRE DEPARTMENT</b>	Fire Station	Generator	52,000					52,000
	Fire Station	Apparatus Bay Floor Resurfacing		22,000				22,000
	Fire Station	Vehicle Replacement	57,000					57,000
	<b>TOTAL FIRE DEPARTMENT</b>			<b>109,000</b>	<b>22,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PUBLIC WORKS</b>	Highways, Streets & Bridges	Pickup Truck with Plow			40,000			40,000
	Highways, Streets & Bridges	Skid Steer Loader		60,000				60,000
	VA Dept of Transportation	Dump Truck with salt spreader		150,000				150,000
	VA Dept of Transportation	Vac-Con Truck	275,000					275,000
	Automotive Shop	Automotive Scan Tool	6,500					6,500
	Public Works Shop	Leaf Machine with Collection Box	55,000					55,000
	<b>TOTAL PUBLIC WORKS</b>			<b>336,500</b>	<b>210,000</b>	<b>40,000</b>	<b>0</b>	<b>0</b>
<b>GENERAL PROPERTIES</b>	Townwide	Playground Equipment	45,000					45,000
	Townwide	Pickup Truck with Plow			40,000			40,000
	Townwide	Zero Turn Mower		18,000				18,000
	<b>TOTAL GENERAL PROPERTIES</b>			<b>45,000</b>	<b>18,000</b>	<b>40,000</b>	<b>0</b>	<b>0</b>
<b>ECONOMIC DEVELOPMENT</b>	Townwide	Economic Development Fund	100,000					100,000
	<b>TOTAL ECONOMIC DEVELOPMENT</b>		<b>100,000</b>					<b>100,000</b>
<b>TOTAL GENERAL FUND REQUESTED CAPITAL IMPROVEMENT BUDGET</b>			<b>715,200</b>	<b>350,000</b>	<b>205,000</b>	<b>75,000</b>	<b>102,000</b>	<b>1,447,200</b>

## CIP – SOLID WASTE

DEPARTMENT	LOCATION	PROJECT TITLE	REQUEST FY 2017	REQUEST FY 2018	REQUEST FY 2019	REQUEST FY 2020	REQUEST FY 2021	TOTAL COST	
<b>SOLID WASTE</b>	Public Works	Trash Carts	60,000					60,000	
	Landfill	Trash Truck		240,000				240,000	
	Landfill	Backhoe	100,000					100,000	
	Landfill	Trailer for Hauling Trash		80,000	80,000			160,000	
	Landfill	Roll Off Dumpster Truck		240,000				240,000	
	Refuse Disposal	Pickup Truck with Snow Plow			40,000			40,000	
	<b>TOTAL LANDFILL</b>			<b>160,000</b>	<b>560,000</b>	<b>120,000</b>	-	-	<b>840,000</b>
	<b>TOTAL SOLID WASTE FUND REQUESTED CAPITAL IMPROVEMENT BUDGET</b>			<b>160,000</b>	<b>560,000</b>	<b>120,000</b>	-	-	<b>840,000</b>

## CIP – ELECTRIC FUND

DEPARTMENT	LOCATION	PROJECT TITLE	REQUEST FY 2017	REQUEST FY 2018	REQUEST FY 2019	REQUEST FY 2020	REQUEST FY 2021	TOTAL COST	
ELECTRIC	Transmission/Distribution	Replace "Dog House" Transformer & Concentric Cables	100,000					100,000	
	Transmission/Distribution	Transmission/WINOA Circuit Upgrade	200,000					200,000	
	Transmission/Distribution	Centerville to Bedford Weaving	350,000					350,000	
	Transmission/Distribution	Centerville Phase 3 - Peaks Road to Fancy Farm		350,000				350,000	
	Transmission/Distribution	Parkway Improvements			80,000			80,000	
	Transmission/Distribution	US 460 West Improvements				210,000		210,000	
	System Wide	AMR Commercial Meters	70,000					70,000	
	Frank Chervan Substation	Retirement		125,000				125,000	
	Electric Department	Replace Bucket Truck	150,000					150,000	
	Electric Department	Transmission /Distribution Crew Truck Replacement	40,000					40,000	
	Electric Department	Operations Center HVAV Replacement					50,000	50,000	
	Centerville	Wood Structure at Centerville Substation	100,000					100,000	
		<b>TOTAL ELECTRIC</b>		<b>1,010,000</b>	<b>475,000</b>	<b>80,000</b>	<b>210,000</b>	<b>50,000</b>	<b>1,825,000</b>
SNOWDEN HYDRO PLANT	Snowden Hydro Plant	Replace Canal Head Gates Actuators, Seals, & Backup Service	60,000					60,000	
	Snowden Hydro Plant	Improve/Replace Shop Service Panel & Lighting	25,000					25,000	
	Snowden Hydro Plant	Replace/Upgrade Turbine Control System	50,000					50,000	
	Snowden Hydro Plant	U-4 Heat Exchanger & Water Cooling System	15,000					15,000	
	Snowden Hydro Plant	Trash Rake Upgrade		1,169,825				1,169,825	
	Snowden Hydro Plant	Plant Roadside Water Leakage		2,420				2,420	
	Snowden Hydro Plant	Roof Access Crant		4,500				4,500	
	Snowden Hydro Plant	Turbine Tail Gate Hoist		10,650				10,650	
	Snowden Hydro Plant	Roof Leak Issue		10,600				10,600	
	Snowden Hydro Plant	Wicket Gate Shperical Seal		10,400				10,400	
	Snowden Hydro Plant	Trash Rack Dump Hopper		100,000				100,000	
	Snowden Hydro Plant	U-5 Turbine Overhaul			750,000			750,000	
	Snowden Hydro Plant	U-5 Servo Rebuild			12,650			12,650	
	Snowden Hydro Plant	Turbine Tail Gate Pump			12,650			12,650	
	Snowden Hydro Plant	Gen Cooling			9,680			9,680	
	Snowden Hydro Plant	Intake and Draft Tube Drain System			6,850			6,850	
	Snowden Hydro Plant	U-5 Speed Increaser Overhaul			174,445			174,445	
		<b>TOTAL SNOWDEN HYDRO PLANT</b>		<b>150,000</b>	<b>1,308,395</b>	<b>966,275</b>	<b>0</b>	<b>0</b>	<b>2,424,670</b>
		<b>TOTAL ELECTRIC DEPARTMENT</b>		<b>1,160,000</b>	<b>1,783,395</b>	<b>1,046,275</b>	<b>210,000</b>	<b>50,000</b>	<b>4,249,670</b>

# COMMUNITY AGENCY FUNDING



**TOWN OF BEDFORD  
FUNDING REQUESTS FROM OUTSIDE AGENCIES  
FISCAL YEAR 2016 - 2017**

ORGANIZATION	*****FISCAL YEAR ADOPTED*****				AGENCY REQUEST 16-17	COUNCIL APPROVED 16-17
	12-13	13-14	14-15	15-16		
BEDFORD CHAMBER OF COMMERCE	2,500	2,500	2,500	3,000	3,000	3,000
BEDFORD LIFESAVING & FIRST AID CREW	12,000	12,000	12,000	10,000	25,000	11,000
BEDFORD MAIN STREET, INC.	25,000	30,000	30,000	30,000	40,000	34,000
BEDFORD MUSEUM & GENEALOGICAL LIBRARY	7,500	7,500	7,500	7,500	7,500	7,500
BEDFORD RIDE PROGRAM	7,665	7,665	8,500	8,500	10,000	8,500
NATIONAL D-DAY MEMORIAL FOUNDATION	10,000	10,000	12,000	9,000	9,000	9,000
WHARTON BOWER CENTER FOR THE ARTS*	7,000	7,000	10,000	10,000	10,000	15,000
WHARTON GARDENS MEMORIAL FOUNDATION	5,000	6,000	7,000	6,000	6,000	6,500
<b>TOTAL</b>	<b>76,665</b>	<b>82,665</b>	<b>89,500</b>	<b>84,000</b>	<b>110,500</b>	<b>94,500</b>

\*\$5,000.00 of the Wharton Bower Center for the Arts approved funding is reimbursed by the 2016-17 Local Government Challenge Grant. Local contribution will be commensurate with allocated grant amount.

# POSITION DETAIL

<b>Schematic List of Positions</b>						
<b>DEPARTMENT</b>	<b>FY 11-12</b>	<b>FY 12-13</b>	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>
<b>REGULAR EMPLOYEES</b>						
EXECUTIVE	1	1	1	2	2	2
SCHOOLS	8	8	-	-	-	-
ENGINEERING	2	2	2	2	1	1
COMMUNITY DEVELOPMENT	3	3	2	2	3	3
POLICE	27	27	27	27	27	27
FINANCE	6	6	6	5	5	5
INFORMATION TECHNOLOGY	2	2	2	2	2	2
PUBLIC WORKS	24	24	19	20	19	19
WASTEWATER	11	11	-	-	-	-
WATER	6	6	-	-	-	-
LANDFILL	6	6	4	1	4	4
ELECTRIC	18	18	18	18	21	21
RECREATION	2	2	-	-	-	-
TREASURER	-	-	5	5	5	5
<b>TOTAL DEPARTMENTS</b>	<b>116</b>	<b>116</b>	<b>86</b>	<b>84</b>	<b>89</b>	<b>89</b>
TREASURER	4	4	-	-	-	-
COMM OF REVENUE	2	2	-	-	-	-
<b>TOTAL REGULAR EMPLOYEES</b>	<b>118</b>	<b>118</b>	<b>86</b>	<b>84</b>	<b>89</b>	<b>89</b>
<b>PART-TIME EMPLOYEES</b>						
LEGAL - ATTORNEY	1	1	1	1	1	1
CLERK/COUNCIL	1	1	1	1	1	1
ELECTED OFFICIALS	7	7	7	7	7	7
POLICE	1	1	-	-	-	-
SCHOOL CROSSING GUARDS	2	2	2	2	-	-
REGISTRAR & ASSISTANT	2	2	-	-	-	-
TREASURER	1	1	-	-	-	-
COMM OF THE REVENUE	1	1	-	-	-	-
FIRE	1	1	1	2	2	2
<b>TOTAL PART-TIME EMPLOYEES</b>	<b>17</b>	<b>17</b>	<b>12</b>	<b>13</b>	<b>11</b>	<b>11</b>

<b>Payscale for FY 2017</b>			
	<b>MINIMUM ANNUAL SALARY</b>		<b>MAXIMUM ANNUAL SALARY</b>
GRADE 23	\$ 18,379.62		\$ 25,969.92
GRADE 24	\$ 19,298.60		\$ 27,268.42
GRADE 25	\$ 20,263.53		\$ 28,631.84
GRADE 26	\$ 21,276.71		\$ 30,063.43
GRADE 27	\$ 22,340.54		\$ 31,566.60
GRADE 28	\$ 23,457.57		\$ 33,144.93
GRADE 29	\$ 24,630.45		\$ 34,802.18
GRADE 30	\$ 25,861.97		\$ 36,542.29
GRADE 31	\$ 27,155.07		\$ 38,369.40
GRADE 32	\$ 28,512.82		\$ 40,287.87
GRADE 33	\$ 29,938.46		\$ 42,302.26
GRADE 34	\$ 31,435.39		\$ 44,417.38
GRADE 35	\$ 33,007.16		\$ 46,638.25
GRADE 36	\$ 34,657.51		\$ 48,970.16
GRADE 37	\$ 36,390.39		\$ 51,418.67
GRADE 38	\$ 38,209.91		\$ 53,989.60
GRADE 39	\$ 40,120.41		\$ 56,689.08
GRADE 40	\$ 42,126.43		\$ 59,523.53
GRADE 41	\$ 44,232.75		\$ 62,499.71
GRADE 42	\$ 46,444.38		\$ 65,624.69
GRADE 43	\$ 48,766.60		\$ 68,905.93
GRADE 44	\$ 51,204.93		\$ 72,351.23
GRADE 45	\$ 53,765.18		\$ 75,968.79
GRADE 46	\$ 56,453.44		\$ 79,767.23
GRADE 47	\$ 59,276.11		\$ 83,755.59
GRADE 48	\$ 62,239.92		\$ 87,943.37
GRADE 49	\$ 65,351.91		\$ 92,340.54

POSITION CLASSIFICATION	POSITIONS ALLOCATED	POSITIONS FILLED
<b>GRADE 23</b>		
<b>GRADE 24</b>		
BUILDING AND GROUNDS WORKER I	1	1
MAINTENANCE WORKER I	3	3
<b>GRADE 25</b>		
PARKING ENFORCEMENT OFFICER	1	1
<b>GRADE 26</b>		
<b>GRADE 27</b>		
MAINTENANCE WORKER II	2	2
<b>GRADE 28</b>		
UTILITY BILLING CLERK	1	1
<b>GRADE 29</b>		
LINEMAN APPRENTICE	2	1
<b>GRADE 30</b>		
ADMINISTRATIVE ASSISTANT I	2	2
EQUIPMENT OPERATOR II	6	6
RIGHT OF WAY TRIMMER	4	2
UTILITY MECHANIC/MAINTENANCE WORKER III	0	0
<b>GRADE 31</b>		
DEPUTY TREASURER	4	4
<b>GRADE 32</b>		
ADMINISTRATIVE ASSISTANT II	1	1
EQUIPMENT MECHANIC I	1	1
EQUIPMENT OPERATOR III	2	2
RECORDS MANAGEMENT TECHNICIAN	1	1
SOLID WASTE COLLECTOR/EQUIPMENT OPERATOR III	1	1
UTILITY INVENTORY ASSISTANT	1	1
UTILITY METER TECHNICIAN	1	1
<b>GRADE 33</b>		
BUYER	1	1
NETWORK & SYSTEMS TECH	1	1

CREW LEADER/FOREMAN	2	2
SR. RIGHT OF WAY TRIMMER	1	1
<b>GRADE 34</b>		
ADMINISTRATIVE ASSISTANT III	2	2
CODE ENFORCEMENT OFFICER	1	1
EQUIPMENT MECHANIC II	1	1
MAINTENANCE TECHNICIAN	1	1
<b>GRADE 35</b>		
PAYROLL/HUMAN RESOURCES ASSISTANT	0	0
<b>GRADE 36</b>		
UTILITY BILLING SUPERVISOR	1	1
<b>GRADE 37</b>		
ACCOUNTANT	1	1
POLICE OFFICER/INVESTIGATOR	16	16
<b>GRADE 38</b>		
<b>GRADE 39</b>		
ELECTRIC LINE WORKER A	5	5
POLICE SERGEANT	5	5
<b>GRADE 40</b>		
SUBSTATION MAINTENANCE TECHNICIAN	1	1
COST ACCOUNTANT	0	0
<b>GRADE 41</b>		
PROJECT ADMINISTRATOR	1	1
CEMETERY ADMINISTRATOR	1	1
LINE CREW SUPERVISOR	2	2
<b>GRADE 42</b>		
<b>GRADE 43</b>		
POLICE LIEUTENANT	2	2
<b>GRADE 44</b>		
ELECTRICAL SYSTEM ENGINEER	1	1
CHIEF INFORMATION OFFICER	1	1
LINE CREW SUPERINTENDENT	1	1
POLICE CAPTAIN	0	0
PUBLIC WORKS SUPERINTENDENT	0	0
<b>GRADE 45</b>		

<b>GRADE 46</b>		
ASSISTANT UTILITY DIRECTOR	0	0
<b>GRADE 47</b>		
DIRECTOR OF FINANCE	1	1
TREASURER/COLLECTOR	1	1
<b>GRADE 48</b>		
<b>GRADE 49</b>		
ASSISTANT TOWN MANAGER	1	1
POLICE CHIEF	1	1
DIRECTOR OF PUBLIC SERVICES	1	1
GENERAL MANAGER OF ELECTRIC	1	1
<b>MAX GRADE</b>		
TOWN MANAGER	1	1
<b>TOTAL POSITIONS</b>	<b>89</b>	<b>86</b>



TOWN OF BEDFORD, VIRGINIA